MINUTES
District of Sooke
Regular Council Meeting
January 9, 2017
6:00 p.m. In-Camera Portion, Council Chamber
7:00 p.m. Public Portion, Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Maja Tait	Teresa Sullivan, Chief Administrative Officer
Councillor Bev Berger	Brent Blackhall, Director of Financial Services
Councillor Rick Kasper	Gabryel Joseph, Director of Corporate Services
Councillor Ebony Logins	Rob Howat, Director of Development Services
Councillor Brenda Parkinson	Tara Johnson, Planner II
Councillor Kevin Pearson	Katherine Lesyshen, Planner II
Councillor Kerrie Reay	Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-01
THAT the meeting be closed to the public under sections 90(1)(c), (d), (f), (g), (i), (k), and (l) of the *Community Charter.*

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

3. 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 reflecting on the past year and looking forward to 2017. Mayor Tait stated that despite challenges in 2016, she believes the year ahead will be a positive one for Sooke.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no items for new business or supplementary information.

5. APPROVAL OF THE AGENDA

2017-02
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT the agenda for January 9, 2017 Regular meeting of Council be approved with the addition of the following New Business items:

1. 2017 Council Convention attendance
2. Canada 150 Banners

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

The Chief Administrative Officer introduced incoming Fire Chief Kenn Mount and expressed appreciation to outgoing Interim Fire Chief Russ Cameron.

6. ADOPTION OF MINUTES

2017-03
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the minutes of the December 12, 2016 Regular meeting of Council, be adopted as circulated.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

7. DELEGATIONS

7.1 Mouck Marine Energy Productions Ltd.

Peter Mouck addressed Council and spoke regarding a proposed independent energy infrastructure upgrade and the "Illuminate the Way" campaign. Mr. Mouck indicated he would send additional information to Council and requested that upon further review of the proposal, Council provide letters of support and approval.

7.3 Firearms & Bow Use Bylaw Issues from E. Boucher

Eric Boucher addressed Council and spoke regarding his concerns with the proposed Bylaw No. 659, *Firearms and Bow Use Bylaw.* Mr. Boucher suggested that existing Federal and Provincial legislation provide adequate regulation of Firearms and Bow Use and that Council should withdraw the Bylaw and re-focus on the issue of non-migratory bird control and crop protection.

7.4 Firearms & Bow Use Bylaw - Connie Road Carle and Roth

Krista Carle addressed Mayor and Council and spoke regarding her experience as an agricultural producer and keeper of livestock. Ms. Carle encouraged Council to consider that hunters protect the food security of the community and also keep deer populations lowered, potentially reducing the number of vehicle accidents as a result of collisions with deer.

8. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Krista Carle, Sooke resident, spoke regarding the condition of Connie Road.

9. PUBLIC HEARINGS AND RELATED BYLAWS

9.1 Report of Public Hearing - 2110 & 2120 Church Road

- Bylaw No. 641, *Zoning Amendment Bylaw (600-27)*

The Development Services department provided an overview of the zoning amendment.

Mayor Tait called the Public Hearings for Bylaw No. 641 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.

Public Submissions:

- Ellen Lewers, Sooke resident, addressed Council and spoke on behalf of a neighboring property owner. Ms. Lewers asked for clarification regarding a road right of way along the south edge of Wadams Way. Ms. Lewers provided additional comment on the need to ensure drainage is adequately addressed.
- Jennifer Smith, Sooke resident, addressed Council and inquired as to how the affordable housing component of the project will be ensured. Ms. Smith expressed concern that the current property owners could sell to another developer, who would benefit from the bylaw amendments and not build affordable housing units. Ms. Smith also inquired as to why the RM-4 zone is also recommended by staff in addition to the amendments to the CD-11 zone.
- The Development Services staff provided clarity regarding consistency between zones and assurances of amenity space, which is provided by the RM-4 zone.
- Joe Newell, of Joe Newell Architects (project applicant) provided additional information concerning the proposed development. The project is bound by an agreement with BC Housing, and by the Knox Vision Society's mandate to provide affordable housing.
- Gord Kouwenberg, pastor of Knox Presbyterian Church, provided additional information that the BC Housing agreement is for a 25-year period and that the constitution of the Knox Vision Society prevents the sale of the property.

Mayor Tait called two additional times for submissions to the Public Hearing regarding Bylaw No. 641 and hearing none, the public hearing was closed at 8:09 pm.

Council discussion:

- Clarification as to the purpose of RM-4 zone within the CD-11 zone and varied height restrictions between the two zones. The height restriction will be as outlined in the CD-11 zone.
- Discussion as to requirement for a BC Transit bus stop on the opposite side of the road.

2017-04
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council grant third reading to Bylaw No. 641, *Zoning Amendment Bylaw (600-27)* for the purpose of amending the text of the CD11 Knox Centre CD Zone to allow for apartment buildings as a permitted use in Area A.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

2017-05
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the matter of the section 219 covenant associated with 2110 and 2120 Church Road be referred back to Council for further consideration.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

10. BYLAWS

10.1 Bylaw No. 558, *1781 Minnie Road & 7057 West Coast Road*

2017-06
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council direct staff to schedule a Public Hearing for Bylaw No. 558 in accordance with the requirements of the *Community Charter* and the *Local Government Act.*

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

2017-07
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council direct that prior to final adoption of Bylaw NO. 558, the owner enter into a Development Agreement by way of a section 219 covenant with the District of Sooke;

AND THAT Council authorize the Mayor and Chief Administrative Officer to execute the section 219 covenant.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

2017-08
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council direct that the 5% parkland dedication be in the form of cash-in-lieu at time of subdivision.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

10.2 **Bylaw No. 653, *Future Policing Costs Reserve***

Council Discussion:

- Staff to bring Bylaw No. 653 forward for discussion during upcoming budget deliberations.

2017-09
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council postpone the motion to "adopt *The District of Sooke Future Policing Costs Reserve Bylaw No. 653.*"

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

10.3 **Bylaw No. 660, *Revenue Anticipation Borrowing***

2017-10
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council grant first reading to *Revenue Anticipation Borrowing Bylaw No. 660, 2017.*

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

2017-11
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council grant second reading to *Revenue Anticipation Borrowing Bylaw No. 660, 2017.*

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

2017-12
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council grant third reading to *Revenue Anticipation Borrowing Bylaw No. 660, 2017.*

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

11. REPORTS REQUIRING ACTION

11.1 Local Government Leadership Academy Annual Leadership Forum

2017-13
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council authorize Councillor Kasper to attend the *Local Government Leadership Academy Annual Leadership Forum* to be held February 1, 2017, to February 3, 2017, in Richmond, B.C.

AND THAT the costs for the forum be expended from the *2017 Council Travel/ Conferences/ Education* budget.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

12. NEW BUSINESS

12.1 2017 Council Convention Attendance

2017-14
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT all Council members be authorized to attend the Association of Vancouver Island Coastal Communities (AVICC) Conference, the Federation of Canadian Municipalities (FCM) Convention, and the Union of British Columbia Municipalities (UBCM) Convention for 2017.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

12.2 Canada 150 Banners

2017-15
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT staff be directed to purchase the Canada 150 banners and install them to a maximum amount of $10,000

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

Opposed:
Councillor Logins

2017-16
MOVED by Councillor Kasper, seconded by Councillor Reay
TO add the words, "with funding to come from Council Contingency", to the above resolution.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

2017-17
MOVED by Councillor Berger, seconded by Councillor Kasper
TO change the words "Council Contingency" to "Sooke Program of the Arts Reserve".

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

13. CORRESPONDENCE REQUIRING ACTION

13.1 Letter from Sooke Elderly Citizens' Housing Society, received December 6, 2016

- Re: Ayre Manor Permissive Tax Exemption.

The Financial Services department indicated they had been in contact with the Sooke Elderly Citizens' Housing Society to provide clarifying information regarding Permissive Tax Exemptions. The Permissive Tax Exemption Bylaw expires in 2017 and staff have determined a timeline to bring a new Bylaw forward to a future Council meeting.

2017-18
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT the correspondence from the Sooke Elderly Citizen's Housing Society received December 6, 2016, be received for information.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

13.2 Email from FCM, received December 6, 2016

- Re: Request for proposals regarding hosting events.

2017-19
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT the email from the Federation of Canadian Municipalities received December 6, 2016, be received for information.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

13.3 **Letter from Capital Regional District, received December 7, 2016**

- Re: 2016 RGS Bylaw 4017 - Referral for Municipal Acceptance.

Council Discussion:

- Staff report to come forward to the January 23, 2017 Regular Council meeting outlining the changes proposed to the Capital Regional District Regional Growth Strategy, including reference to water supply and distribution and ensuring the language of the District of Sooke Official Community Plan is not contradicted.

2017-20
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT the letter from the Capital Regional District received December 7, 2016, be received for information.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

13.4 **Email from Salish Sea Info, received December 14, 2016**

- Re: Derelict Boats.

2017-21
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT the email from Salish Sea Info received December 14, 2016, be received for information.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

13.5 **Letter from City of Colwood, received December 22, 2016**

- Re: Capital Regional District Service Review.

2017-22
MOVED by Councillor Parkinson, seconded by Councillor Berger
THAT Council direct staff to communicate to the City of Colwood that the District of Sooke is interested in being a partner in the Capital Regional District service review and report to Council if other costs above staff time will be incurred.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

14. CORRESPONDENCE FOR INFORMATION

Correspondence for Information received December 6, 2016 - January 3, 2017.

2017-23
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT the correspondence received December 14, 2016 - January 3, 2017, be received for information and filed accordingly for the record.

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

15. ADJOURNMENT

2017-24
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT the meeting be closed to the public under sections 90(1)(c), (d), (f), (g), (i), (k), and (l) of the *Community Charter.*

CARRIED

In Favour:
Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

The meeting was closed to the public at 9:18 pm

The meeting was re-opened to the public at: 10:29 pm

MOVED
THAT the meeting be adjourned at 10:30 p.m.

Maja Tait
Mayor

Certified Correct:

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
January 23, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Acting Mayor Kasper
Councillor Berger
Councillor Parkinson
Councillor Pearson
Councillor 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:
Mayor Tait
Councillor Logins

1. CALL TO ORDER

Acting Mayor Kasper called the meeting to order at 7:00 pm.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were not additions or supplementary information.

3. APPROVAL OF THE AGENDA

3.1. January 23, 2017 Regular Council Agenda

2017-25
MOVED by Councillor Pearson, Seconded by Councillor Parkinson:
THAT the agenda for the January 23, 2017 Regular Council meeting, be approved with items 9.1 "Police Based Victims' Services" and 10.1 "RCMP Report", being removed from the agenda.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

4. ADOPTION OF MINUTES

Minutes of the Regular meetings of Council:

- January 9, 2017 Regular Council Meeting

2017-26
MOVED by Councillor Parkinson, Seconded by Councillor Pearson:
THAT the Minutes of the January 9, 2017 Regular meeting of Council, be adopted as circulated.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

5. DELEGATIONS

5.1. Structured Water - James Duggan

Mr. Duggan addressed Council and spoke regarding possible improvements to the hydrating properties of drinking water. Mr. Duggan provided examples of how water can be revitalized, and made to be more "alive" with fewer contaminants. Mr. Duggan encouraged Council to research the issue and to consider installing communal water pumps throughout the community that have revitalizing water infrastructure installed.

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Jeff Bateman, Sooke resident, spoke in support of Electric Vehicle Charging Stations.
- Ellen Lewers, Sooke resident, inquired as to costs for hosting the Tourism Vancouver Island 2018 Conference, the upcoming Local Government Leadership Academy and the funding for the Canada 150 Banners.

7. PUBLIC HEARINGS AND RELATED BYLAWS

7.1. Bylaw No. 558, *Zoning Amendment Bylaw* (600-3) - 1781 Minnie Road & 7057 West Coast Road

The Development Services department provided a Power Point presentation and overview of the written staff report.

Herb Haldane, applicant, spoke to Council and indicated that the intention is to develop larger lots than is permitted by the proposed rezoning, while not restricting future owners who may wish to further subdivide should sewer infrastructure reach the area in the future.

Acting Mayor Kasper called the Public Hearing for Bylaw No. 558 to order at 7:18 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.

Public Submissions:

- Steven Powell, Sooke resident, spoke regarding his concerns with the increased density Bylaw No. 558 permits, which he feels is out of proportion with nearby properties.
- Laura Gorse, Sooke resident, spoke regarding concerns as to the high water table in the area and potential flooding on neighbouring properties. Ms. Gorse expressed further concern regarding the sensitive ecosystem surrounding Wright Road Creek and the impact that development may have on this area.
- James Duggan, Sooke resident, spoke regarding the importance of protecting waterways and encouraged Council to seek advice from water experts before proceeding.
- Gail Hall, Sooke resident, spoke regarding the history of Bylaw No. 558 and the documentation included in the Public Hearing package, which spans 2013 - 2017. Ms. Hall further stated that according to the District's own solicitor, a bylaw must stand on its own merit and not depend on a master document, which she does not feel is the case with Bylaw No. 558.
- Ellen Lewers, Sooke resident, spoke regarding the length of time that has passed since Bylaw No. 558 received first and second reading in 2013, under a different Council. Ms. Lewers expressed concern that Council does not have enough information regarding the proposed rezoning. Ms. Lewers further inquired as to the future of the riparian area.

Acting Mayor Kasper called a second time for public submissions to the Public Hearing regarding Bylaw No. 558.

- Ellen Lewers, Sooke resident, expressed concern regarding potential flooding on neighbouring properties and the importance of enhancing natural waterways, rather than destroying them.
- Laura Gorse, Sooke resident, stated that she has observed non-native soil used as fill on the subject property, which she feels is leeching into tributary waters.
- James Duggan, Sooke resident, encouraged Council to protect the waterways in the area.

Acting Mayor Kasper called a third time for public submissions to the Public Hearing regarding Bylaw No. 558. Hearing none, the Public Hearing was closed at 7:38 pm.

Council Discussion:

- Clarification regarding plans for sewer system expansion in the area.
- Requirement of a Qualified Environmental Professional (QEP) to provide a detailed report on the sensitive ecosystems as the area is listed as environmentally sensitive on Map 5 of the Official Community Plan.
- Discussion of required covenants, which are specific to amenity contributions and Ministry of Transportation and Infrastructure requirements.

- Adequate parking will need to be provided for all future residents.
- Clarification that flood plains, drainage, water quality and environmental sensitivity will be addressed through the Development Permit and Subdivision application processes.

2017-27
MOVED by Councillor Pearson, Seconded by Councillor Reay:
THAT Bylaw 558, *Zoning Amendment Bylaw* (600-3), be read a third time.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

8. BYLAWS

8.1. Bylaw No. 641, Zoning Amendment Bylaw (600-27) – 2110 & 2120 Church Road

2017-28
MOVED by Councillor Pearson, Seconded by Councillor Reay:
THAT Bylaw No. 641, *Zoning Amendment Bylaw (600-27),* be adopted.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

8.2. Revenue Anticipation Borrowing Bylaw No. 660, 2017.

2017-29
MOVED by Councillor Berger, Seconded by Councillor Pearson:
THAT *Revenue Anticipation Borrowing Bylaw No. 660, 2017,* be adopted.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

8.3. Sewer Reserve Bylaw No 661, 2017

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

Council Discussion:

- Clarification that the purpose of the bylaw is to set funds aside in a fund that is to be used for repairs and maintenance to existing sewer infrastructure, rather than future expansion.

2017-30
MOVED by Councillor Pearson, Seconded by Councillor Parkinson:
THAT *Sewer Reserve Bylaw No. 661, 2017,* be read a first time.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

2017-31
MOVED by Councillor Pearson, Seconded by Councillor Parkinson:
THAT *Sewer Reserve Bylaw No. 661, 2017,* be read a second time.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

2017-32
MOVED by Councillor Pearson, Seconded, by Councillor Parkinson:
THAT *Sewer Reserve Bylaw No. 661, 2017,* be read a third time.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

9. REPORTS REQUIRING ACTION

9.1. Police Based Victims' Services

(removed from agenda)

9.2. Development Permit Amendment - 6995 Nordin Road Phase 5 (Heron View Villas)

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

2017-33
MOVED by Councillor Parkinson, Seconded by Councillor Pearson:
THAT Council authorize the issuance of Development Permit Amendment PLN01291 for the purpose of amending the Development Permit for 6995 Nordin Road (Phase 5) with updated elevation drawings, site plan and landscaping.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

9.3. **CRD Regional Growth Strategy - Referral for Municipal Acceptance**

The Development Services department provided an overview of the written staff report. Staff recommends acceptance of the Regional Growth Strategy, as Council's two major priorities have been addressed; ensuring Sooke is considered a major centre, and that extension of water infrastructure is not used as a tool to control development.

Council Discussion:

- The Regional Growth Strategy states that water supply and distribution may be extended to address a "*pressing* public health, public safety or environmental issue". Discussion regarding potential limitations and interpretation of these issues.
- The District of Sooke Official Community Plan should clearly state a desire to extend water infrastructure to all municipal boundaries.

2017-34
MOVED by Councillor Berger, Seconded by Councillor Reay:
THAT Council accept Bylaw 4017 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2016";

AND THAT Council direct staff to notify the Capital Regional District (CRD) of the District of Sooke's acceptance.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

9.4. **Community Grant Program Policy**

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

Council Discussion:

- Previous motion that arts-related grants to be referred to the Sooke Program of the Arts Committee.
- Important to ensure the public, and all potential grant applicants, are aware of the change in procedure.
- Staff report for February 14 Regular Council meeting to include historical listing of grant recipients.

2017-35
MOVED by Councillor Pearson, Seconded by Councillor Berger:
THAT Council approve the changes to the Community Grant Policy as presented in the January 23, 2017, Community Grant Program Policy staff report, and direct staff to bring a new policy with recommended changes, to Council for adoption.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

2017-36
MOVED by Councillor Berger, Seconded by Councillor Pearson:
THAT Council direct staff to inform the public and all potential Community Grant applicants that the deadline for 2017 Community Grant applications will be March 15, 2017.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

9.5. **Appointment of Emergency Program Coordinator**

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

2017-37
MOVED by Councillor Parkinson, Seconded by Councillor Berger:
THAT Council rescind the appointment of Steve Sorensen as Emergency Program Coordinator under Bylaw No. 137, *Emergency Program Bylaw,* 2003;

AND THAT Council appoint the position of Fire Chief as the Emergency Program Coordinator for the District of Sooke, in accordance with Bylaw No. 137, *Emergency Program Bylaw,* 2003.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

9.6. **Tourism Vancouver Island 2018 Conference and AGM**

Council Discussion:

- Discussion of partnership opportunities, including approaching the Juan de Fuca Regional District to jointly host this event.

2017-38
MOVED by Councillor Pearson, Seconded by Councillor Parkinson:
THAT Council direct staff to submit a letter of intent to host the Tourism Vancouver Island 2018 Conference & AGM in September or October of 2018;

AND THAT Council direct staff to prepare a detailed proposal to host the Tourism Vancouver Island 2018 Conference & AGM.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

9.7. **Honorarium for Santa Parade**

2017-39
MOVED by Councillor Pearson, Seconded by Councillor Reay:
THAT Council direct staff to provide an honorarium of $5,000.00 to the Sooke Lions Club, for the organization, advertising, and execution of the 2016 Sooke Santa Parade, with funding to come from Council Contingency.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

9.8. **New Year's Levee Costs**

2017-40
MOVED by Councillor Pearson, Seconded by Councillor Parkinson:
THAT Council direct staff to pay expenses totaling $1,363.18 for the Mayor's 2017 New Year's Levee, with funding to come from Council Contingency;

AND THAT Council direct staff to include a budget of $10,000.00 in the 2017-2021 *Five Year Financial Plan* for events.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

10. REPORTS FOR INFORMATION

10.1. **RCMP Report**
(removed from agenda)

11. CORRESPONDENCE

11.1. **Correspondence addressed to the District of Sooke dated December 2, 2016 to January 16, 2017.**

Council Discussion:

- The Climate Change Action Committee has previously identified Electric Vehicle Charging Stations in the Town Centre as a priority project. SEAPARC is also considering installing an Electric Vehicle Charging Station. Staff and Councillor Berger will work together to bring forward additional information.
- Council suggested to forward the information regarding AlarmForce to the Emergency Program Coordinator.

2017-41
MOVED by Councillor Reay, Seconded by Councillor Parkinson:
THAT the correspondence addressed to the District of Sooke dated December 2, 2016 – January 16, 2017, be filed accordingly.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

12. MOTION TO CLOSE THE MEETING TO THE PUBLIC

The Meeting was closed to the public at 8:42 p.m.

The Meeting was re-opened to the public at 10:10 p.m.

2017-42
MOVED by Councillor Pearson, Seconded by Councillor Berger:
THAT this meeting be closed to the public under section 90(1)(b), (i) and/or (k) of the *Community Charter* as it pertains to municipal awards/honours, legal opinions, and/or negotiations.

CARRIED.

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

The meeting was closed to the public at 8:42 pm

The meeting was re-opened to the public at: 10:11 pm

13. ADJOURNMENT

2017-43
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT the meeting be adjourned at 10:12 pm.

CARRIED

In Favour:
Acting Mayor Kasper, Councillor Berger, Councillor Parkinson, Councillor Pearson, Councillor Reay
Absent:
Mayor Tait, Councillor Logins

Certified Correct:

Rick Kasper
Acting Mayor

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
February 14, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Jeff McArthur, RCMP
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

Mayor Tait provided a statement regarding how Lot A was acquired, the evolution of the library and provided clarity into current issues that have arisen over the past months.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

No new business or supplementary information provided for this meeting.

3. APPROVAL OF THE AGENDA

3.1 **February 14, 2017 Regular Council Agenda**

2017-44
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT the agenda for the February 14, 2017, Regular meeting Council be approved, with item 8.1 "RCMP Report" to immediately follow the Adoption of Minutes.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

4. ADOPTION OF MINUTES

4.1 **Minutes for January 23, 2017 Regular meeting of Council**

2017-45
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the minutes of the January 23, 2017, Regular meeting of Council, be adopted as circulated.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

8. REPORTS FOR INFORMATION

8.1 RCMP Report

The Sooke RCMP Detachment Commander Staff Sergeant provided a verbal overview of crime statistics in the community. These items included:

- Prisoner numbers.
- Division of files amongst members.
- Time spent in rural areas.
- New member hired and starts in April.
- Training for members.
- Traffic enforcement.

5. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following member of the public:

1. Ellen Lewers, Sooke resident, spoke to the *Sewer Reserve Fund Bylaw No. 661, 2017*, in opposition of the CRD Consent *Request for Regional Parks Loan Authorization Bylaw No. 1, 2016*, and Library being build at SEAPARC.

6. BYLAWS

6.1 Sewer Reserve Fund Bylaw No. 661, 2017.

The Director of Finance provided an overview of the Sewer Reserve Fund Bylaw.

Council discussed the following:

- Previous report.
- Capital amounts in fund and usability.
- Reiterated the purpose of the bylaw, set out in the previous meeting.

2017-46
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT third reading of the *Sewer Reserve Fund Bylaw No. 661, 2017*, be rescinded.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

2017-47
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT number 3. of the *Sewer Reserve Fund Bylaw No. 661, 2017,* be amended to read, "Money in the reserve fund, and interest earned on it, may be used only for repairs and maintenance of the exisiting Sewer System, and not for future expansion of the current system".

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

2017-48
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT the *Sewer Reserve Fund Bylaw No. 661, 2017*, be read a third time, as amended.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

7. REPORTS REQUIRING ACTION

7.1 Community Grant Program Policy

The Director of Corporate Services provided an overview of the written report, highlighting the available assistance to applicants, options for decision, and process changes.

Council Discussed:

- Line item options for organizations.
- Terms for Applications.
- Holding of funds until recipient is ready to receive.
- Differences between category A & B (past and future).

2017-49
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council direct staff to include current Category A Grant recipients as one-time line items in the 2017 budget.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

2017-50
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT Council approve Policy No. 5.1, *Community Grant Program Policy, 2017,* as presented in the February 14, 2017, Community Grant Program Policy staff report.

AND THAT Council direct staff to schedule time during the 2017 budget deliberations to hear from all other 2017 grant applicants.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

7.2 **Remedial Action - 2364 Church Road**

The District of Sooke Bylaw Enforcement Officer presented to Council an overview of the written staff report. Adding additional information, that the property owner had made contact this morning to ensure they would comply. The request for a motion of support was still required, in the case they do not follow through with compliance.

Council Discussed:
- Circumstances surrounding property.
- Time line for remediation.

2017-51
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council direct staff to take remedial action, regarding unsightly premises at 2364 Church Road, if remedial action is not completed by the property owner by March 1, 2017, to comply with the Bylaw No. 296, *Unsightly Premises and Objectionable Situations Bylaw, 2007.*

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

7.3 **Consent Request - CRD Bylaw No. 4142, Regional Parks Loan Authorization Bylaw No. 1, 2016**

Council Discussed:

- Trail and railway future issues.
- CRD continual borrowing.

2017-52
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council deny consent to the adoption of CRD Bylaw No. 4142, *Regional Parks Loan Authorization Bylaw No. 1, 2016* in accordance with section 346 of the *Local Government Act*;

AND THAT Council direct staff to notify the Capital Regional District of Council's decision.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

7.4 **Mayor's Caucus Registration**

2017-53
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council authorize Mayor Tait to attend the *Mayor's Caucus* to be held February 22 - 24, 2017, in Oak Bay;

AND THAT the costs for registration be expended from the *2017 Council Travel/Conferences/Education* budget.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

7.5 **Budget Transfers**

The Director of Finance provided a summary of the staff report.

Council Discussed the following:

- Concerns with the reallocation of these funds.
- Contract provisions with the RCMP.
- The effect on the line items with moving the funds.

2017-54
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council authorize staff to transfer the 2017 budget for Long-term Plans of $20,000 to the Official Community Plan (OCP) line item.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

2017-55
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council authorize staff to transfer the 2017 budget of $28,150 for the Chamber of Commerce to the budget for the Contract with RCMP ($12,00) and the budget for the Other Outside Services ($16,150).

CARRIED.

In Favour:
Mayor Tait, Councillor Logins, Councillor Reay, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson

2017-56
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT Council authorize staff to transfer $16,000 of the budget for Records Management to the budget for Other Outside Services.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

2017-57
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT Council authorize staff to transfer the 2017 budget of $1,307 for the CR Action Team to budget for Relief Worker Remuneration.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

7.6 **Morwenna Holdings Ltd.**

The Chief Administrative Officer explained the reasoning behind the extension. Which includes budget preparations for 2017 and bargaining, as well as submitted invoices.

Council expressed their concern for the extension, additional services, bargaining, and funds moving from Council contingency.

2017-58
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council authorize the Mayor and CAO to extend the services of Morwenna Holdings Ltd. from January 31, 2017 to March 31, 2017;

AND THAT Council direct staff to pay invoices submitted by Morwenna Holdings Ltd. for 2017 out of the Council Contingency budget.

Before the motion was voted on, it was amended as follows:

2017-59
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council amend the motion to included "To a maximum of $10,000" for 2017 out of the Council Contingency budget.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

9. NEW BUSINESS

No new business added.

10. CORRESPONDENCE

10.1 Correspondence Items

2017-60
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT the correspondence from January 18 - February 6, 2017, be received for information.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, Mayor Tait

2017-61
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council direct staff to send a response letter to the Victoria Chamber of Commerce outlining our tax rates.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

11. COUNCIL REPORTS FOR INFORMATION

Mayor and Council reports (verbal)

- Councillor Kasper reported on the LGLA Forum he attended. Providing handouts to fellow Council Members and suggest that the pdf be added to the District website.
- Councillor Pearson reported on attending the Juan de Fuca Water Commission.
- Mayor Tait reported on the committees she chairs and sits on.
- Councillor Reay provided a summary statement on her background as a Councillor and does not intent to run for re-election.

12. REPORT OF IN-CAMERA RESOLUTIONS

12.1 At the In-Camera Council meeting held on January 23, 2017, the following items were released to the public:

December 12, 2016

- THAT Council discussed Bylaw No. 658, *Five Year Financial Plan Amendment Bylaw*

January 23, 2017

- THAT the following motion was passed:
  - THAT Council Rise and Report on the Servicing Costs for the new Sooke Public Library.

13. MOTION TO CLOSE THE MEETING TO THE PUBLIC

The meeting was closed to the public at 10:00 p.m.

2017-62
MOVED by Councillor Logins, seconded by Councillor Berger:
THAT the meeting be closed to the public under section 90 (1) (k) of the *Community Charter.*

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 10:31 p.m.

14. ADJOURNMENT

2017-63
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT the meeting be adjourned at 10:32 pm

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Maja Tait
Mayor

Certified Correct:

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
February 20, 2017 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor 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

ABSENT:
Councillor Pearson

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no new business or supplementary information provided for this meeting.

3. APPROVAL OF THE AGENDA

2017-64
MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT the agenda for the February 20, 2017 Special Meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay

Absent: Councillor Pearson

4. NEW BUSINESS

There were no new business items presented.

5. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-65
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT this meeting be closed to the public under section 90(1)(c),(e),(i) and (k) of the *Community Charter* as it pertains to labour, land, legal and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay

Absent: Councillor Pearson

The meeting was closed to the public at 6:07 p.m.

The meeting was re-opened to the public at 10:24 p.m.

6. REPORT OF IN-CAMERA RESOLUTIONS

There were no items released to the public.

7. ADJOURNMENT

2017-66
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the meeting be adjourned at 10:25 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay

Absent: Councillor Pearson

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
February 27, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Parkinson
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Director of Corporate Services
Kenn Mount, Fire Chief
Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Logins

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:31 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-64
THAT this meeting be closed to the public under section 90(1)(c), (i), and (k) of the *Community Charter* as it pertains to labour, legal and negotiations.

CARRIED.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:08 p.m. in the Council Chamber.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

No new business or supplementary information provided for this meeting.

5. APPROVAL OF THE AGENDA

2017-65
MOVED by Councillor Parkinson, seconded by Councillor Pearson:

THAT the agenda for the February 27, 2017, Regular Meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- February 14, 2017 - Regular
- February 20, 2017 - Special

2017-66
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the minutes of the February 14, 2017, Regular meeting of Council and the February 20, 2017, Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

7. DELEGATIONS

7.1. Community Grant Application - Journey Middle School Youth Council

- Corporal Scott Hilderley

Cpl. Scott Hilderley of the RCMP Strategic Prevention Services, addressed Council and spoke regarding the upcoming Y.E.S.2Know Youth Empowerment Summit at Journey Middle School. The intention of the summit is to build developmental assets beyond the walls of the school and the student's regular curriculum. Cpl. Hilderley is seeking $500 in funding to cover costs associated with the summit.

Council Discussion:

- The summit is scheduled for 9-3 on Wednesday, March 1. Council is welcome to attend.
- Council would like feedback on the outcome of the event.

2017-67
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Council award a Community Grant to the Journey Middle School Youth Council for the "Y.E.S.2Know" Youth Summit in the amount of $500.

2017-68
MOVED by Councillor Parkinson, seconded by Councillor Kasper:

Amendment to the motion:
THAT Council increase the grant awarded to $525.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

7.2. **Amenity Policy**

- Herb Haldane

Herb Haldane addressed Council and spoke regarding the *Community Amenity Contribution Policy.* Mr. Haldane provided Council with minutes of 2013 Council and Land Use and Environment Committee meetings that directed staff to amend the 2010 *Community Amenity Contribution Policy,* and stated that the believes the 2010 *Community Amenity Contribution Policy* is no longer valid. Mr. Haldane further stated that these minutes were not available on the District of Sooke website and that Council decisions should be easily accessible to members of the public.

Council Discussion:

- Any mistake on the website should be corrected immediately.
- If changes were approved to the 2010 *Community Amenity Contribution Policy,* the document should be refreshed.

2017-69
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council extend the 5 minute speaking time allocated to Mr. Haldane.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

8. PUBLIC QUESTION AND COMMENT PERIOD

There were no comments from members of the public.

9. BYLAWS

9.1. **Sewer Reserve Fund Bylaw No. 661, 2017.**

2017-70
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT *Sewer Reserve Fund Bylaw No. 661, 2017,* be adopted.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

10. CORRESPONDENCE

Council Discussion:

- Correspondence received from the Capital Regional District regarding the 50th Anniversary Legacy Quilt, a section of which Mayor Tait displayed to Council.
- Correspondence received from Terrance Martin regarding river access through a portion of development in Sunriver Estates. Staff to report to Council at March 13th Regular Council meeting regarding access to the river through this section of land. Specifically, is vehicle access possible, is access too steep and/or too narrow, is the area environmentally sensitive and does the map attached to Mr. Martin's correspondence depict more small lots than approved by Council?

2017-71
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT staff draft a letter for the Mayor's signature, thanking the Sooke Lion's Club for arranging the 2016 Santa Parade and asking them to continue to organize the Santa Parade in 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

2017-72
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT the correspondence received January 30, 2017, through February 21, 2017, be received for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

11. COUNCIL AND CAO VERBAL REPORTS

11.1. Council Reports (verbal)

- Councillor Reay reported on attending the CREST board meeting, CREST finance committee meeting, and the upcoming VIRL executive committee meeting.
- Councillor Berger reported on SEAPARC's plans to install an electric vehicle charging station, with electrical wiring to support an additional charging station in the future.
- Councillor Kasper reported on attending a special CRD board meeting and provided an update on the mediation process for the Regional Growth Strategy, as well as an update on the CRD Health and Housing Committee.
- Mayor Tait provided an update on the UBCM Executive meetings and five areas of focus for local government advocacy in the coming year: infrastructure, finance and revenue, protective services, climate action and affordable housing. At the UBCM Convention in September, meetings will be requested with the ALC, the Minister of Health, and Minister of Transportation with coordinated and well-written briefing notes, as well as a highlight sheet to be distributed on the day of the meetings. Mayor Tait further provided an update on marijuana legislation and advocacy work on behalf of local governments to push for Provincial and Federal oversight, and/or funding to pay for local policing, health inspection, bylaw enforcement, building inspectors etc should the responsibility fall to municipalities.

11.2. CAO Report (verbal)

- Budget Process

The Chief Administrative Officer provided an update on the budget process and scheduled upcoming meetings. At the March 6 Committee of the Whole meeting, a report outlining historical trends and growth in Sooke will be presented, in advance of budget discussions. In the coming year, staff will endeavor to have the budget approved by December 31st.

12. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

12.1. At the In-Camera portion of the February 14, 2017 Regular Council meeting, the following items were released to the public:

- Lot A appraisal (Nov 19, 2013)
- Motion: THAT Council support the Mayor and staff to meet with representatives from the Sooke/Westshore Health Action Team, South Island Division of Family Practice, local physicians, and others, as needed to look at the feasibility of creating a Primary Care Home.

13. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-73
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT this meeting be closed to the public under section 90(1)(c), (i),and (k) of the *Community Charter* as it pertains to labour, legal and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

14. ADJOURNMENT

THAT the meeting be adjourned at 10:15 p.m.

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
March 6, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Parkinson
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Gabryel Joseph, Corporate Officer
Kenn Mount, Fire Chief
Russ Cameron, Interim Fire Chief
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:
Councillor Logins

1. CALL TO ORDER

Mayor Tait called the meeting to order at 7:03 p.m.

2. APPROVAL OF THE AGENDA

MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT the agenda for the March 6, 2017, Special Meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

3. MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT this meeting be closed to the public under section 90(1)(c)(l) of the Community Charter as it pertains to labour relation discussions and preparations of the municipal annual report.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

4. REPORT OF IN-CAMERA RESOLUTIONS

There were no items for released to the public.

5. ADJOURNMENT

MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT the Special Council meeting be adjourned at 10:00 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Logins

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations Meeting
March 8, 2017 6:30 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Reay

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Financial Services
Gabryel Joseph, Director of Corporate Services
Kenn Mount, Fire Chief
Russ Cameron, Interim Fire Chief
Patti Rear, Deputy Corporate Officer
Jeff McArthur, RCMP Staff Sergeant
Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Pearson

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2017-73
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT the agenda for the March 8, 2017 Special Meeting of Council, be adopted as circulated.

CARRIED.

In Favour:
Councillor Kasper, Councillor Parkinson, Mayor Tait, Councillor Berger, Councillor Logins, Councillor Reay
Absent:
Councillor Pearson

2017-74
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT the agenda for the March 8, 2017 Special Council meeting be amended to add Public Question and Comment after each departmental presentation.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay
Absent:
Councillor Pearson

4. PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from members of the public.

5. PRESENTATIONS & REPORTS

5.1. 2017 - 2021 *Five Year Financial Plan*

- See Financial Planning section of District of Sooke website:
  - http://sooke.ca/municipal-hall/plans-reports/financial-plan/

The Chief Administrative Officer gave an overview of the 2017 budget, including an overview of planned expenditures, Council commitments, and Council's top ten strategic priorities.

The Director of Finance gave an overview of total expenditures, total revenues, cost drivers, historical budget and tax information, budget components, including debt servicing, capital expenditures, transfers to reserves, and operating expenditures.

Council discussion:

- Copies of all staff PowerPoints will be provided to members of Council and posted on the District of Sooke website.
- Accounting and technology support costs associated with operating the wastewater treatment plan are being covered by the sewer fund.
- Capital cost of $300,000 for sewer operations are required regardless if the services are provided by a contractor or municipal employees.
- Clarification that Lot A land purchase was made with previous surplus funds. A loan from the Municipal Finance Authority for the land purchase is shown on the debt servicing portion of the budget. This is a low interest loan that is being paid using these previous surplus funds. There are no current tax implications for this land purchase.

Public Question and Comment:

- Ellen Lewers, Sooke resident, requested a copy of staff PowerPoint presentations.

a. General Government Services - Council:

The Director of Corporate Services presented an overview of the proposed Council budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.*

Council discussion:

- Clarification sought regarding remaining terms for Community Service Agreements and requirement to provide ongoing reporting. Council can request a presentation from Community Service Agreement holders as well.
- Staff to investigate the remaining terms and remove future years from the Financial Plan.
- Staff to ensure Community Service Agreement holders are aware of the upcoming expiration of their agreements and provide Council with options to renew.
- Discussion of "line item" community grants. These groups are included for consideration this year only and will need to apply for funding each year starting in 2018.
- New 2017 Community Grant applications are due by March 15 and will be reviewed by Council on March 22 and March 23.

Public Question and Comment:

- Ellen Lewers, Sooke resident, inquired about the reduced expense for 2016 Council salaries.

2017-75
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council direct staff to contact all existing Line Item Grants and Service Agreement holders prior to September 2017.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay
Absent:
Councillor Pearson

b. **General Government Services - CAO's Office:**

The Chief Administrative Officer presented an overview of the proposed CAO's Office budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.*

Council discussion:

- Moving funds from operating contingency allows for operating flexibility without having to amend the budget and bylaw each time.
- Council will be kept updated regarding Municipal and Regional District Tax (MRDT) program.
- Council will receive reports and provide final approval of expenses from the CAO Operating account.
- Discussion of increased legal costs. Staff to determine a process to ensure Council is kept apprised of ongoing legal costs.

Public Comment:

- Ellen Lewers, Sooke resident, spoke regarding the Economic Development working group, the Economic Development Officer position, and the CAO Contingency fund.

c. **Protective Services - Fire Department and Emergency Program:**

The Fire Chief and Interim Fire Chief presented an overview of the proposed Fire Department and Emergency Program budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.*

Council discussion:

- Ensure adequate resources for firefighters, including Personal Protective Equipment and access to training.
- Discussion of replacement and repair schedule for turnout gear.
- CREST rates will be increasing and new radios will be provided in 2018.
- Clarification of cost recovery mechanism available through the Province for forest firefighting.
- Departmental projections are based on maintaining current service levels.
- All legal and WorkSafe requirements are met.

Public Question and Comment:

- Ellen Lewers, Sooke resident, asked for clarification regarding access to provincial forest firefighting resources, service levels related to first responder calls, the SCBA replacement plan, and repairs to firefighting apparatus.

Mayor Tait informed staff she would forward a letter to the province acknowledging the recent announcement of BC Ambulance service funding increases and encouraging ambulance resources for Sooke.

d. **Protective Services - Policing:**

The Director of Financial Services and the RCMP Staff Sergeant presented an overview of the proposed Policing budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.*

Council discussion:

- Budget does not show funding for a Community Liaison Officer and the Crime Reduction Action team from 2017 onward. Staff to investigate if these programs are being discontinued and explore opportunities to advocate for continued services.
- Clarification that amount for Police Based Victim's Services has been moved from Community Grants to Protective Services. The amount included in the budget as presented does not represent an increase in funding.
- Discussion of potential cost savings from a previously budgeted officer position.

- Desire to fund an additional RCMP Officer position as early as September 2017. Staff will bring forward a report outlining the process for requesting this position.
- Discussion of crime prevention techniques using environmental design.

2017-76
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council request an additional RCMP officer for the Sooke detachment as early as September 2017.

CARRIED.

In Favour:
Councillor Kasper, Councillor Parkinson, Mayor Tait, Councillor Berger, Councillor Logins, Councillor Reay
Absent:
Councillor Pearson

6. ADJOURNMENT

2017-77
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT the meeting be adjourned at 9:07 p.m.

CARRIED.

In Favour:
Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Reay
Absent:
Councillor Pearson

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations Meeting
March 9, 2017 6:30 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Tait	Teresa Sullivan, Chief Administrative Officer
Councillor Kasper	Brent Blackhall, Director of Financial Services
Councillor Logins	Gabryel Joseph, Director of Corporate Services
Councillor Pearson	Patti Rear, Deputy Corporate Officer
Councillor Reay	Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Berger
Councillor Parkinson

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2017-78
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT the agenda for the March 9, 2017 Special Meeting of Council, be adopted with the addition of an updated 2017 - 2021 *Five Year Financial Plan* as supplemental material.

CARRIED.

In Favour: Councillor Kasper, Councillor Pearson, Mayor Tait, Councillor Logins, Councillor Reay

Absent: Councillor Berger, Councillor Parkinson

4. PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from members of the public.

5. PRESENTATIONS & REPORTS

5.1. 2017 - 2021 *Five Year Financial Plan*

- See Financial Planning section of District of Sooke website:
  - http://sooke.ca/municipal-hall/plans-reports/financial-plan/

The Director of Financial Services provided an overview of the updated budget sheets provided as supplemental information.

a. General Government Services - Corporate Services:

The Director of Corporate Services presented a PowerPoint Presentation and an overview of the proposed Corporate Services budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.* The budget as presented includes funding for an additional Receptionist and a Records Management Officer.

Council discussion:

- Clarification of the expenses that have been included in the "Records Management and Offsite Storage" line item.
- Discussion of increased Corporate Services staffing levels.

Public Question and Comment:

- Ellen Lewers, Sooke resident, inquired as to the records management and offsite storage line item, increased salary expenses in 2016 and 2017, specialty office supplies, and security line items.

b. Financial Services:

The Director of Financial Services presented an overview of the proposed Financial Services budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.* The budget as presented includes funding for an additional IT support position.

Council discussion:

- Discussion of costs and process for software updates, hardware replacement and annual technology maintenance.
- Increased demand for IT support due to the wastewater treatment operations. Costs associated with IT support to the wastewater treatment plants are paid from the sewer fund. A reduction in the "IT augmentation services" line item can be expected.
- Improved mapping resources in 2016 due to participation with BC Assessment program.

Public Question and Comment:

- Ellen Lewers, Sooke resident, inquired as to the allocation of staff to wastewater operations and the cost accounting associated with ensuring costs are paid from the sewer parcel tax and not generally property taxes.

c. **Fiscal Services - Debt and Transfers:**

The Director of Financial Services presented an overview of the proposed Debt Servicing and Transfers, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.*

Council discussion:

- Clarification of mortgage costs on municipal hall and firehall, which will end in 2017.

Public Question and Comment:

- Ellen Lewers, Sooke resident, inquired as to the MFA Loan for Property Purchase.

d. **Fiscal Services - Revenue:**

The Director of Financial Services presented an overview of the proposed Revenue section of the draft 2017 - 2021 *Five Year Financial Plan.* The budget as presented includes the termination of the VIHA and Kaltasin Public Works Yard leases to accommodate municipal space requirements.

Council discussion:

- Clarification that the budget as presented reflects the costs associated with making VIHA and Kaltasin spaces useable for municipal purposes.
- Discussion of budget cycle as it relates to collection of property tax revenues and payment of other taxation authorities.
- Discussion as to 48-hour building permit policy.

Public Question and Comment:

- Herb Haldane, Otter Point resident, spoke regarding building and plumbing permit revenues are used to improved departmental resources.

6. ADJOURNMENT

2017-79
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT the meeting be adjourned at 8:18 p.m.

CARRIED.

In Favour: Councillor Logins, Councillor Reay, Mayor Tait, Councillor Kasper, Councillor Pearson

Absent: Councillor Berger, Councillor Parkinson

Maja Tait
Mayor

Certified Correct:

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
March 13, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Tait	Gabryel Joseph, Acting Chief Administrative Officer
Councillor Kasper	Brent Blackhall, Director of Financial Services
Councillor Logins	Rob Howat, Director of Development Services
Councillor Parkinson	Kenn Mount, Fire Chief (left at 7:16 p.m.)
Councillor Pearson	Patti Rear, Deputy Corporate Officer
Councillor Reay	Medea Mills, Bylaw Compliance and Enforcement Officer
	Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Berger

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2017-80
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the agenda for the March 13, 2017 Regular Meeting of Council, be adopted with the addition of the items as outlined in the March 13, 2017 Regular New Business and Supplementary Information Agenda package;

AND THAT the agenda be amended to include:

1. Public Input during the 2017 Budget section 8.5;
2. the addition of item 9.3 Municipal Hall Operating Hours; and
3. the addition of item 9.4 Section 219 Covenant for Knox Church

CARRIED.

In Favour: Councillor Parkinson, Councillor Pearson, Mayor Tait, Councillor Logins, Councillor Reay

Absent: Councillor Berger

4. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

2017-81
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the following minutes be adopted as circulated

- January 30, 2017 - Committee of the Whole
- February 27, 2017 - Regular Council Meeting
- March 6, 2017 - Committee of the Whole

AND THAT the minutes of the March 8, 2017 Special Council Meeting be amended to state that Council will receive reports and provide final approval of expenses from the CAO Contingency account.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

5. DELEGATIONS

5.1. Recognition of Former Fire Chief Steve Sorensen

- Presentation

Mayor Tait provided an overview of the many contributions that former Fire Chief Steve Sorensen has made to the community and announced that Sooke Fire Rescue Station #2 will be renamed as "Sorensen Station". Mayor Tait unveiled new signage at the Station and a plaque that will be attached to the building.

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ellen Lewers, Sooke resident, spoke regarding bargaining expenses.
- Herb Haldane, Otter Point resident, spoke regarding purchasing policies and tendering practices.
- Jeff Bateman, Sooke resident, spoke regarding the location of the Sooke library and future plans for Lot A.
- Denis Woodward, owner of 6723 Ayre Road, spoke regarding his efforts to remediate the property and asked for a time extension to complete the work required.

7. BYLAWS

7.1. Future Policing Costs Reserve Bylaw No. 653

2017-82
MOVED by Councillor Pearson, seconded by Councillor Parkinson:

1. THAT *The District of Sooke Future Policing Costs Reserve Bylaw No.653*, be rescinded at Third Reading.

2. THAT Council amend *The District of Sooke Future Policing Costs Reserve Bylaw No.653,* as follows:
   - Update the amount in s. 3 from $43,869 to $88,615.
   - Delete the words "Excess" and "not utilized within the annual policing" from s. 4.a) and add the words "will be deposited into the reserve for the years 2017 to 2021." following the word "revenue".
   - Delete s. 4.c) from the bylaw and renumber accordingly.
3. THAT *The District of Sooke Future Policing Costs Reserve Bylaw No.653*, be Read a Third time, as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

7.2. **Bylaw No. 558, *Zoning Amendment Bylaw (600-3)* - 1781 Minnie & 7057 West Coast Road**

2017-83
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT *Zoning Amendment Bylaw (600-3)* for rezoning of 1781 Minnie Road and 7057 West Coast Road from Rural Residential (RU4) to Small Lot Residential (R3), be adopted.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

8. REPORTS REQUIRING ACTION

8.1. **Development Permit Renewal for Ayre Manor**

2017-84
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council authorize a two-year renewal of Development Permit PLN01141 to April 27, 2019; and
THAT Council approve the offset of the development permit renewal application fee of $250 from the Council Contingency Fund.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

8.2. **Remedial Action - 6723 Ayre Rd**

The Bylaw Compliance and Enforcement Officer provided an overview of the written staff report.

2017-85
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council direct staff to work with the owner of 6723 Ayre Road over the period of 30 days;
AND to take remedial action after this time period, regarding the Unsightly Premises located at 6723 Ayre Road to ensure compliance with Bylaw No. 296, Unsightly Premises and Objectionable Situations Bylaw, 2007.

CARRIED.

In Favour: Councillor Parkinson, Councillor Pearson, Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Reay

Absent: Councillor Berger

8.3. **Remedial Action - 7165 Grant Road West**

The Bylaw Compliance and Enforcement Officer provided an overview of the written staff report.

2017-86
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council direct staff to take remedial action regarding the Unsightly Premises located at 7165 Grant Road West to ensure compliance with Bylaw No. 296, *Unsightly Premises and Objectionable Situations Bylaw, 2007.*

CARRIED.

In Favour: Councillor Logins, Councillor Parkinson, Mayor Tait, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

8.4. **Morwenna Holdings Ltd.**

Council Discussion:

- Council to be updated regarding bargaining status prior to any extension of the Morweena Holdings contract beyond March 31, 2017.

2017-87
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council table the motion regarding Morweena Holdings Ltd until the next Regular Council meeting.

DEFEATED.

In Favour: Councillor Logins, Councillor Parkinson

Opposed: Mayor Tait, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

2017-88
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council authorize staff to pay negotiating/bargaining related Morwenna Holdings Ltd. invoices from the Legal budget and the non-negotiating/bargaining related invoices from the CAO Operating Contingency budget.

CARRIED.

In Favour: Councillor Pearson, Councillor Reay, Mayor Tait, Councillor Kasper

Opposed: Councillor Logins, Councillor Parkinson

Absent: Councillor Berger

8.5. ***2017 - 2021 Five Year Financial Plan***

Development Services:
The Director of Development Services provided an overview of the proposed Development Services budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.* The proposed budget includes funding for an increase to building department and engineering staff to meet service requirements.

Council Discussion:

- Several line items were amended by 2016 amended budget. A detailed reconciliation can be found in the amended 2016 budget.
- Discussion of departmental staffing for 2016 vs. 2017. Concern as to bringing in new building department staff to meet operational demands during busier times, possibility of hiring a short term contractor.
- Discussion of the 48 hour building permit policy to be brought forward to a future Committee of the Whole meeting.
- History of community desire for an off-leash dog park and discussion of possible locations.
- Discussion of prioritization of road improvements and status of current road improvement projects.
- Contract for road maintenance expires December 31, 2017.

Public Input:

- Ellen Lewers, Sooke resident, spoke regarding parks operation costs, the Mainroad contract, lease payments for VIHA and Kaltasin Public Yards, loss of revenue when a property becomes a park, total cost of debt servicing and interest, works yard roof replacement, lighting costs, and the possibility of solar powered lights on roadway.

Wastewater (Sewer Fund)

The Director of Development Services provided an overview of the proposed wastewater budget, as outlined in the draft 2017 - 2021 *Five Year Financial Plan.* The proposed budget includes increased revenue due to new parcels being added to the Sewer Specified Area.

Council discussion:

- Should the District wish to increase the capacity of the sewer treatment plant, the process will take approximately 2 years.
- Discussion of fees associated with connecting to the sewer system.
- Clarifications of cost accounting practices associated with IT and Finance support of the sewer treatment plant.
- Capital expenditures are required for the sewer treatment plant, regardless of operating structure.

Capital Expenditures:

The Director of Development Services provided an overview of the Capital Expenditures budget.

Council Discussion:

- Clarification regarding status of current road improvement projects.
- Road repair work needs to be prioritized and budgeted accordingly.
- Budget line item for a Seniors and Youth Centre at $50,000 per year for 5 years. Currently there is $150,000 in account.

2017-89

MOVED by Councillor Kasper, seconded by Councillor Pearson:

THAT Council direct staff to write a report on the feasibility of locations for a dog park, including options for site requirements, 2018 budget implications and process for neighbourhood consultation;

AND THAT Council direct staff to notify the Community Association that the District is interested in obtaining the used fencing from the soccer fields.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

2017-90

MOVED by Councillor Pearson, seconded by Councillor Kasper:

THAT Council direct staff to provide a report for options to implement a fee schedule to the Sewer Specified Area Bylaw, to project costs for current and new applications.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

9. NEW BUSINESS

9.1. Use of District Logo Request: BC Housing - Knox Centre

2017-91
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council authorize BC Housing to use the District Logo for signage regarding funding for the Knox Centre affordable housing development.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

9.2. Vancouver Island Regional Library Board Agenda Package - March 18, 2017

Council Discussion:

- History of proposed new Sooke library and possible locations including Lot A on Wadams Way, and SEAPARC.
- Upcoming meetings of SEAPARC board and Vancouver Island Regional Library board will determine the library location.

Public Input:

- Mary Brooke, Sooke resident, inquired as to possible retail locations for the Sooke library and potential cost increases to Sooke taxpayers.

2017-92
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council direct staff to inform the SEAPARC Commission that the District of Sooke does not support the SEAPARC location for the new library site.

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Reay

Opposed: Councillor Kasper, Councillor Pearson

Absent: Councillor Berger

9.3. 9.3 Office Hours

Council discussion:

- The District of Sooke website states that the municipal hall is closed 9:00 - 9:30 am on Tuesday.

2017-93
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council direct staff to implement District Municipal Office hours as 8:30 am to 4:30 pm, Monday to Friday.

DEFEATED.

In Favour: Councillor Kasper, Councillor Pearson

Opposed: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Reay

Absent: Councillor Berger

2017-94
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT the meeting, be allowed to proceed past 11 o'clock.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

9.4. **Section 219 Covenant - Knox Presbyterian Church**

Council discussion:

- The issue of a section 219 covenant was to be brought back to Council.
- Staff will provide a report to the March 27 Regular Council meeting.

10. CORRESPONDENCE

2017-95
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the correspondence received February 23, 2017 to March 6, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

11. COUNCIL AND CAO VERBAL REPORTS

11.1. Councillor Parkinson reported on:

- Participating on a conference call with the Ministry of Forests, Lands and Natural Resouces regarding trapping and controlling wildlife.
- Participating in Pink Shirt Day
- Attending Seedy Saturday and the Sooke Region Tourism Association Annual General Meeting.

12. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-96
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1)(l)(c) and (k) of the *Community Charter* as it pertains to preparation of an annual report and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

The meeting was closed to the public at 11:05 p.m.

The meeting was re-opened to the public at 11:16 p.m.

14. ADJOURNMENT

2017-97
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT this meeting, be adjourned at 11:17 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay

Absent: Councillor Berger

Certified Correct:

Maja Tait
Mayor

Gabryel Joseph
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations Meeting
March 22, 2017 6:30 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Logins
Councillor Reay

ABSENT:
Councillor Kasper
Councillor Parkinson
Councillor Pearson

STAFF PRESENT:
Gabryel Joseph, Director of Corporate Services (left at 7:14 pm)
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the meeting to order at 7:04 p.m.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2017-98
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT the agenda for the March 22, 2017 Special Meeting of Council, be adopted with the addition of supplemental information, and with item 5.1 (m) moved to the end of the presentations.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Reay

Absent: Councillor Kasper, Councillor Parkinson, Councillor Pearson

4. PUBLIC QUESTION AND COMMENT PERIOD

There were no comments from members of the public.

5. PRESENTATIONS & REPORTS

5.1. **2017 Community Grant Applications.**
(Funding in the 2017 Budget is $50,000.)

a. **Meals on Wheels**

Lorraine Hoy, representing Meals on Wheels, provided an overview of the history of the organization and the Community Grant application submitted. Meals on Wheels serves approximately 30 people per week and charges $5 per meal, a cost which they are hesitant to increase as many clients rely on the service remaining affordable.

Council discussion:

- Confirmation that Meals on Wheels has never received municipal funding.
- Sustainability of program at $5 per meal.
- Funding request is $5,000, but $2,700 would be sufficient to balance the budget for this year.

b. **EMCS Student Art Bus Shelter**

Susan Percival, representing the Edward Milne Community School Student Bus Shelter Art project, provided an overview of the project, an overview of student art opportunities in the community, and a summary of the Community Grant application submitted.

Council discussion:

- Adding the EMCS Student Art Bus Shelter as a line item in the 2018 - 2022 *Five Year Financial Plan.*
- Project organizers to be invited to present to Council in September 2017.

c. **Sooke Elderly Citizens Housing Society**

Sandy Pedneault, representing the Sooke Elderly Citizens Housing Society, provided an overview of Community Grant application submitted by the organization, requesting support for gardens and a parking area.

Council discussion:

- Clarification of expenses and revenues listed.

d. **Sooke Fall Fair Association**

Ellen Lewers, Ann Butler, and Steve Lawrence, representing the Sooke Fall Fair, provided an overview of the event and of the Community Grant application submitted. The Sooke Fall Fair is seeking funds to purchase new canopies for outdoor displays, which they intend to share with other community groups who will benefit from their use.

Council discussion:

- Great that the initiative will benefit the larger community.

e. **Sooke Philharmonic Society**

Diana Jack, representing the Sooke Philharmonic Society, provided an overview of Community Grant application submitted, in support of "Harmony by the Sea", a special 20th anniversary event.

Council discussion:

- Sooke Philharmonic Society received $5,000 in 2017 for Philharmonic Fling event.
- Clarification that budget shortfall is actually $2,375.

f. **Greater Victoria Bike to Work Society**

Amelia Potvin, representing the Greater Victoria Bike to Work Week Society, provided a history of the organization's events and purpose, the benefits of biking to work, and an overview of the Community Grant application submitted by the organization. A new feature in 2017 is the addition of a "Celebration Station" at the Westshore Park and Ride.

Council discussion:

- Previous request for a Celebration Station to be added in Sooke.
- Sooke residents do participate in Bike to Work Week, but the program does not have any Sooke locations.

g. **Royal Canadian Legion Branch 54 Sooke**

Merle Fulton, representing the Royal Canadian Legion Branch 54 Sooke, provided an overview of Community Grant application submitted for the purposes of cleaning and painting the exterior of the building.

Council discussion:

- Clarification of quotes provided and status of other funding sources.
- Many community groups use this space and will benefit from improvements.

h. **Sooke Music Festival**

Peter Jonassen, representing the Sooke Music Festival, provided an overview of Community Grant application submitted. The Sooke Music Festival is in its second year as a free, family friendly event, taking place August 12, 2017 at John Phillips Memorial Park.

Council discussion:

- Clarification of other funding opportunities and financial statements provided.
- Policy limitations around funding individuals, as well as third party fundraising.

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

Scott Burchett, representing Juan de Fuca Marine Rescue Society, provided a PowerPoint presentation outlining the purpose and role of RCMSAR Station Sooke, as well as an overview of the Community Grant application submitted.

Council discussion:

- Clarification of other funding sources, which include BC Gaming Grants, Canadian Coast Guard, community support and donations.
- The amount of funding from the Canadian Coast Guard amount varies, depending on the amount of taskings and their length.
- Council would like to invite Juan de Fuca Marine Search and Rescue to present at a future Council meeting regarding the work they do in the community.

j. **Juan de Fuca Society for Ground Search and Rescue**

Chris Vanderford, representing Juan de Fuca Society for Ground Search and Rescue, provided an overview of the Community Grant application, in support of merino wool sweaters. Search and Rescue volunteers are required to supply their own equipment and having the right clothing can be a matter of safety.

Council discussion:

- Clarification of statistics, location of incidents and volunteer strength.
- Alternate funding sources.

k. **DRS Dialogue and Resolution Services**

Susan Belford, representing DRS Dialogue and Resolution Services, provided an overview of the services offered, organizational history, and the Community Grant application submitted by the organization. DRS is seeking support for supported family mediation services to be delivered to for free, to families from Sooke.

Council discussion:

- Provincially funded organizations offer similar services.
- Mayor to send a letter to the appropriate provincial ministers identifying a lack of services, and the impact on local organizations and families.

l. **Sooke Baptist Church**

Michael Wilson and Olive Cridence, representing the Sooke Baptist Church, provided an overview of the Community Grant application submitted. The Sooke Baptist Church is hoping to build gardens that will provide free, healthy food to local individuals and organizations.

Council discussion:

- Clarification of expenses that have already been incurred.

- Protective fencing will be required. Clarification of costs for fencing.
- Sustainability of project.

m. **Sooke Community Choir Society**

Phoebe Dunbar and Sally Titchkosky, representing the Sooke Community Choir, provided an overview of the Community Grant application submitted. The Community Choir is seeking funds for sheet music in order to enrich their current musical library.

Council discussion:

- Clarification of alternate funding sources and financial statement.

n. **Sooke Food Bank**

Kim Kaldal, representing the Sooke Food Bank Society, provided an overview of the Community Grant application submitted. Ms. Kaldal would like to attend the Food Banks of Canada National Conference to network and learn how other food banks operate.

Council discussion:

- Travel costs are not an eligible expense under the Community Grants policy.
- Funding could come from Council Contingency.

2017-99
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT Council award $700.00 to the Sooke Food Bank for the Food Banks of Canada Conference to be funded from Council Contingency;
AND THAT the Sooke Food Bank be invited to present to Council at a future meeting to report on the results of the conference.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Reay

Absent: Councillor Kasper, Councillor Parkinson, Councillor Pearson

o. **Sooke Bike Club**

Siri Bright, representing the Sooke Bike Club, provided an overview of the Community Grant application submitted. The Sooke Bike Club is seeking funds to invest in bike trail infrastructure on a portion of the SEAPARC lands.

Council discussion:

- Clarification of budget, which shows an actual funding shortfall of $1,435.
- Infrastructure funding at SEAPARC should be the sought through the CRD.

p. **Sooke Harbour Players Society**

Andrew Donnelly and Frances O'Donovan, representing the Sooke Harbour Players, provided an overview of the Community Grant application submitted, in support of the Fall production of "Oliver Twist".

Council discussion:

- Clarification of rental fees and included costs.
- Budget shows actual of $4,500.

q. **Harmony Project Society of British Columbia**

Sheila Whincup and Paul Martin, representing the Harmony Project Society of British Columbia, provided an overview of the project, their history and successes, the benefits of music education, as well as an overview of the Community Grant application submitted. Participants in the Harmony Project are growing and require larger instruments. The grant application is for nine (9) larger string instruments, curriculum books and replacement strings.

Council discussion:

- Clarification of alternate funding sources.
- Ongoing funding for new instruments is not possible under the Community Grants Policy, but start-up funds are needed as a one-time cost.

r. **Zero Waste Sooke**

Jeff Bateman, representing Zero Waste Sooke, provided an overview of Community Grant application submitted. Zero Waste Sooke is an autonomous working group under Transition Sooke and is looking to host two "repair cafes" in 2017, and a compost education seminar.

Council discussion:

- Clarification of expenses and projected revenue from donations.
- Clarification of venues for the two types of events.

6. Council Discussion:

2017-100
MOVED by Councillor Berger, seconded by Councillor Reay:
THAT Council allocate funds for the 2017 Community Grants as follows:

Community Grant Applicant	Award
Journey Middle School	**525.00**
Meals on Wheels	**2,700.00**
Student Art Bus Shelter	**1,211.00**
Sooke Elderly Citizens' Housing Society	**4,000.00**

Sooke Philharmonic Society	2,375.00
Sooke Fall Fair Assoc	2,000.00
Greater Victoria Bike to Work Society	-
Royal Canadian Legion (Sooke)	10,000.00
Sooke Music Festival	3,000.00
Juan de Fuca Marine Rescue	500.00
Juan de Fuca Ground Search & Rescue	2,500.00
DRS Dialogue & Resolution Services	-
Sooke Baptist Church	6,000.00
Sooke Community Choir Society	2,000.00
Sooke Food Bank	-
Sooke Bike Club	-
Sooke Harbour Players Society	4,500.00
Harmony Project Society of BC	7,000.00
Zero Waste Sooke	750.00
	$ 49,061.00

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Reay

Absent: Councillor Kasper, Councillor Parkinson, Councillor Pearson

2017-101
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT Council direct staff to include in the 2017-2021 Five Year Financial Plan Budget, the new total amount allocated for Community Grants.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Reay

Absent: Councillor Kasper, Councillor Parkinson, Councillor Pearson

7. ADJOURNMENT

2017-102
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT the meeting, be adjourned at 9:49 p.m.

CARRIED.

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
March 27, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Pearson
Councillor 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
Kenn Mount, Fire Chief
Patti Rear, Deputy Corporate Officer
Tara Johnson, Planner II (left at 7:30 p.m.)
Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Logins
Councillor Parkinson

1. CALL TO ORDER

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

Mayor Tait made an opening statement formally recognizing the passing of former Saanich Councillor and CRD Board Director Vic Derman, and recognizing the last Council meeting of Director of Corporate Services, Gabryel Joseph.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2017-103
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT the agenda for the March 27, 2017 Regular Meeting of Council, be adopted with the addition of the following items as New Business:

- Intersection of Sunriver Way and Poplar Drive.
- Rezoning of Lot A
- Natori, Japan - Student Exchange Program

AND with the addition of the Supplemental Agenda package which contains replacement pages for:

- March 13, 2017 Regular Council Meeting minutes

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

4. ADOPTION OF MINUTES

Minutes of the Regular and Special Meetings of Council

2017-104
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT the minutes of the March 6, 2017 Special Council meeting, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

2017-105
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT the minutes of the March 9, 2017 Special Council meeting, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

2017-106
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the minutes of the March 13, 2017 Regular Council meeting, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

5. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Rob Pearce, Sooke resident, addressed Council regarding safety concerns at the intersection of Sunriver Way and Poplar Drive/Demamiel Drive.

6. BYLAWS

6.1. Future Policing Costs Reserve Bylaw No. 653

2017-107
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT *The District of Sooke Future Policing Costs Reserve Bylaw No.653*, be adopted.
CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

6.2. 7000 Melrick Place - Rezoning

The Planning department provided a PowerPoint presentation and an overview of the written staff report.

2017-108
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT COUNCIL give first reading to Bylaw No. 663, *Zoning Amendment Bylaw (600-35)* to rezone 7000 Melrick Place from Rural (RU2) to Rural Residential (RU4).
CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

2017-109
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Bylaw No. 663, *Zoning Amendment Bylaw (600-35)* be Read a Second time.
CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

2017-110
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT a Public Hearing be scheduled for Bylaw No. 663 in accordance with section 466 of the *Local Government Act.*
CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

6.3. **2017 - 2021 Five Year Financial Plan Bylaw**

Council discussion:

- Clarification that the Community Grant awarded to Juan de Fuca Ground Search and Rescue should be $3,500 to accommodate the purchase of 50 merino wool sweaters.
- Expenses related to both the Boat Launch and Downtown parking leases, and potential cost recovery through installation of parking meters. Discussion of parking improvements and cost recovery options to be brought forward to a future Council meeting.
- Clarification regarding the "Sewer Expansion" budget, which is shown in the budget for the purposes of planning only.
- Road and Sidewalk Improvement program requires borrowing $1,000,000. Council would like to have a road maintenance plan, which prioritizes road improvements and lists their costs, before moving forward. Funds would be borrowed from the Municipal Finance Authority, who also require a list of how and where borrowed funds will be allocated.
- Debt servicing for the Road and Sidewalk Improvement Program would be paid by the Capital Asset Replacement Reserve. The interest is paid through property taxes.
- Council will receive a detailed list of prioritized road and sidewalk improvements and their costs before funds are spent.
- Request for ongoing status updates regarding capital projects throughout the year.
- Staff provided clarification that there has been a reduction in the amount of interest paid towards the sewer debt, which does not impact property taxes, but increases the amount contributed to the sewer reserve fund.

2017-111
MOVED by Councillor Kasper, seconded by Councillor Reay:

THAT Council approve an extra $1000 be contributed to the Juan de Fuca Ground Search and Rescue, for a total contribution of $3500; AND

THAT Council increase the 2017 - 2021 *Five Year Financial Plan* Community Grants budget to $50,967, to reflect this change.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

2017-112
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Bylaw No. 664, Five Year Financial Plan Bylaw, 2017, be read a First time, with the increase of $1000 to the Community Grant fund and the amendment to the Sewer Fund Debt interest.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

2017-113
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Bylaw No. 664, *Five Year Financial Plan Bylaw, 2017*, be read a Second time, as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

2017-114
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Bylaw No. 664, *Five Year Financial Plan Bylaw, 2017*, be read a Third time, as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

7. REPORTS FOR INFORMATION

7.1. Covenant Requirements for Proposed Knox Church Development

Council discussion:

- History of the project and changes over the timeframe, in relation to the need for a transit stop.

2017-115
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council allow the applicant to speak regarding the Covenant Requirements for the proposed Knox Church Development.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

- Elaine Kouwenberg, representing the Knox Vision Society, addressed Council and indicated that the development does not want to incur any unnecessary costs and would like to proceed with development as quickly as possible. The Knox Vision Society is not seeking to add a transit stop to the development.

2017-116
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the section 219 covenant for the proposed Knox Church Development, be amended to remove the requirement for a transit stop;
AND THAT Council waive the requirement for an additional public hearing.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

8. NEW BUSINESS

8.1. Intersection of Sunriver Way and Poplar Drive

Council discussion:

- Discussion of sightline issues and drivers speeding down the hill on Sunriver Way.

2017-117
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council direct staff to prepare a report regarding options for improvements at the intersection of Sunriver Way, Poplar Drive/Demamiel Drive.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

8.2. Lot A

Council discussion:

- Currently, Lot A is zoned as single family.
- Proposed re-zoning of entire property to Town Centre Mixed Use Zone (CTC) zone, with a removal of the section 219 covenant during the rezoning process.

2017-118
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council direct staff to prepare a bylaw to rezone Lot A to Town Centre Mixed Use Zone (CTC).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

8.3. **Natori Students**

Council discussion:

- Students from Sooke's unofficial sister city of Natori will be visiting the municipal hall and fire hall on Friday, March 31, 2017.

2017-119
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT COUNCIL approve payment for a gift and lunch for Natori students, to be funded from the Hospitality and Meals Fund.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

9. CORRESPONDENCE

March 6, 2017 to March 20, 2017.

2017-120
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT the correspondence received March 6, 2017 to March 20, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

10. COUNCIL AND CAO VERBAL REPORTS

10.1. **Council Updates:**

Councillor Pearson reported on:

- Attending the Juan de Fuca Water Board meeting on March 15, 2017.

Councillor Reay reported on:

- New Sooke library being located on Lot A.
- Thank you to Director Mike Hicks.

Councillor Kasper reported on:

- Attending the SEAPARC meeting on behalf of the Mayor.
- Attending the CRD Special COW and CRD budget approval meetings on behalf of Mayor.

Mayor Tait reported on:

- Province not supporting an increase to the gas tax.
- Update on plans for transit infrastructure improvement and expansion.
- Council is invited to join the Natori delegation for lunch on March 31, 2017.
- Representation of the District at the Rotary Auction and Spring Fair scheduled for April 29, 2017.
- Victory in Europe Parade located at the Legion scheduled for May 7, 2017.
- Explanation of UBCM Executive and process.

11. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-121
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1)(c), (e), and (k) of the *Community Charter,* as it pertains to labour, land, and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

The Meeting was closed to the public at 9:55 p.m.

The Meeting was re-opened to the public at 11:15 p.m.

12. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

There were no items released.

13. ADJOURNMENT

MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT the meeting be adjourned at 11:15 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay

Absent: Councillor Logins, Councillor Parkinson

Maja Tait
Mayor

Certified Correct:

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
April 3, 2017 7:00 PM
In-Camera portion to follow
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Tait	Rob Howat, Director of Development Services
Councillor Berger	Kenn Mount, Fire Chief and Director of Community Safety
Councillor Kasper	Patti Rear, Acting Corporate Officer
Councillor Logins	
Councillor Pearson	
Councillor Reay	
ABSENT:	**GUEST:**
Councillor Parkinson	Gabryel Joseph

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no new business or supplemental information

3. APPROVAL OF THE AGENDA

2017-122
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT the agenda for the April 3, 2017 Special Meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Absent: Councillor Parkinson

4. ADOPTION OF MINUTES

4.1. Minutes of the Regular and Special meetings of Council:

- March 22, 2017 - Special Council meeting
- March 27, 2017 - Regular Council meeting

2017-123
MOVED by Councillor Logins, seconded by Councillor Berger:
THAT the minutes of the March 22, 2017 Special (Budget Deliberations - Community Grants) Meeting, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Absent: Councillor Parkinson

2017-124
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT the minutes of the March 27, 2017 Regular Meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Absent: Councillor Parkinson

5. PUBLIC QUESTION AND COMMENT PERIOD

There were no comments or questions from the public.

6. NEW BUSINESS

There was no new business presented.

7. NOTICES OF MOTION

There were no notices presented.

8. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-125
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1)(c), (g) and (k) of the *Community Charter* as it pertains to labour, potential litigation, and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Absent: Councillor Parkinson

The Meeting was closed to the public at 7:10 p.m.

The Meeting was re-opened to the public at 8:25 p.m.

9. REPORT OF IN-CAMERA RESOLUTIONS

There were no items reported.

10. ADJOURNMENT

2017-126
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT this meeting be adjourned at 8:25 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay

Absent: Councillor Parkinson

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
April 10, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Kasper
Councillor Logins
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Finance & Administration
Kenn Mount, Fire Chief & Director of Community Safety
Medea Mills, Bylaw Enforcement Officer
Patti Rear, Acting Corporate Officer
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:
Councillor Berger
Councillor Parkinson

1. CALL TO ORDER

The Mayor called the meeting to order at 7:00 pm.

Mayor Tait announced that there would be no public input session prior to the Regular meeting of Council on Monday, April 24, 2017.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplemental Information addition:

- Capital Regional District Growth Strategy Non-Binding Dispute Resolution

3. APPROVAL OF THE AGENDA

2017-127
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT the agenda for the April 10, 2017 Regular meeting of Council, be adopted with the following addition:

- Capital Regional District Regional Growth Strategy Non-Binding Dispute Resolution Process, as Item 10.1, supplementary to the correspondence.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

2017-128
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Item 9.2 - *6723 Ayre Rd Remedial Action Resolution.* be moved to immediately follow the Delegation 6717 & 6723 Ayre Road.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

4. ADOPTION OF MINUTES

Minutes of the Special meeting of Council:

- April 3, 2017 - Special meeting

2017-129
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the minutes of the April 3, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

5. DELEGATIONS

5.1. Freedom Mobile Presentation

Jeff Bray (Capital Public Affairs) addressed Council regarding the following:

- Freedom Mobile has been working in the community to research where cellular coverage is needed.
- Desire of Freedom Mobile is to work with local government and elected officials to establish a plan that works with the community.
- There are five (5) potential locations for antennas [one (1) roof top & one (1) located outside the municipal area (East Sooke) have been approved].
- The result will be increased and consistent coverage for cell phone users in Sooke.
-

5.2. JD's Sunshine Jams and Such

Danny Willis addressed Council regarding the following:

- Changes in the Zoning Bylaw, with regards to a secondary kitchen without a suite, for home-based businesses.
- Expansion at his property would be for an additional approved kitchen (from Vancouver Island Health Authority) for a commercial based business.
- Requested Council amend the Zoning Bylaw to allow for secondary kitchens for his home-based business.

2017-130
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT Council direct staff to prepare a report on proposed Bylaw amendment(s) to address secondary kitchens for home based businesses.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

5.3. **Sooke Fall Fair - Traffic Pattern Improvements**

Ellen Lewers addressed Council regarding the following:

- Issues with costs, signage, time, deadlines, highway permits, rentals, flagging.
- Discussed:
  - The struggles of the one-way roadway
  - Angled parking
  - Difficulties for events and challenges for community access in this area.
- Suggested that the Gatewood access (between Eustace/ Shields to Grant Rd), be changed to a Roadway, not a trail access.

2017-131
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council direct staff to work with Mrs. Lewers in preparation of a report regarding traffic pattern improvements around the Sooke Community Hall/ Gatewood to Grant Road.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

5.4. **6717 & 6723 Ayre Road**

John Saleski, the new new property owner at 6717 & 6723 Ayre Road, addressed Council regarding the following:

- The planned demolition and rezoning application for the properties.
- Requested an extension regarding remedial action to the property located at 6723 Ayre Road.

9.2. **6723 Ayre Rd Remedial Action Resolution**

2017-132
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council grant an extension until May 31, 2017, regarding Remedial Action to 6723 Ayre Road, to provide the new property owner an opportunity to comply with the *Unsightly Premises and Objectionable Situations Bylaw, 2007.*

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

The Bylaw Enforcement Officer left the meeting at 7:42 p.m.

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Terrance Martin, Sooke Resident, spoke to Item No. 9.4, expressing concern with a gated community in Sunriver Seniors Village and public access to public water.
2. Gail Hall, Sooke Resident, spoke to Item No. 9.3, with regards to contract concerns and public access to turf.
3. Ellen Lewers, Sooke Resident, spoke to Item No. 8.1, enquiring open input sessions to the public for discussion on the budget.

7. PUBLIC INPUT MEETINGS AND RELATED REPORTS

Section 166 of the *Community Charter*, requires a public consultation process before the financial plan is adopted. The District of Sooke Council has listened to public concerns and questions at each of the Budget Deliberation meetings that occurred throughout this past month, as a part of this process.

District of Sooke Council will consider adoption of Bylaw 664, 2017-2021 Five-Year Financial Plan, at this meeting. At this time, the public was invited to provide comments or questions.

1. Gail Hall, Sooke Resident, spoke about the following budget items:
   - Sooke River Road park purchase (with the Park Reserve fund).
   - Sunriver buffer, required by the Agricultural Land Commission (ALC).
   - CAO contingency amount approval process, for this account.

2. Ellen Lewers, Sooke Resident, also spoke regarding the Sunriver buffer.

8. BYLAWS

8.1. 2017-2021 Five Year Financial Plan Bylaw

Council discussed:

- Contracts over $25,000 approval process.
- Expectations and delivery, communication to public on decision passed.

2017-133
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Bylaw No. 664, *Five Year Financial Plan Bylaw, 2017*, be adopted.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

2017-134
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council direct staff to provide a report regarding an amendment(s) to the Purchasing Policy that includes "contracts $25,000 or more, be approved by Council".

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

9. REPORTS REQUIRING ACTION

9.1. Federation of Canadian Municipalities (FCM) Legal Defence Fund

2017-135
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council approve payment of $276.16 to the Federation of Canadian Municipalities (FCM) for Legal Defence Fund.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

9.3. Turf Field Project

Council discussed:

- Implementing a contract
- All funds contributed to the turf field

2017-136
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council direct staff to provide, at a future Council meeting, a draft agreement with the Sooke Community Association regarding the District's commitment to $700,000 for the Artificial Turf Field.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

9.4. **Sunriver Seniors Village**

Council discussed:

- Concerns with putting a road access to the water way
- Public access to the river
- Role of the Approving Officer

2017-137
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council refer the matter regarding Sunriver Seniors Village subdivision, to the Approving Officer for response to Mr. Martin, in compliance with public access as required by legislation.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

10. NEW BUSINESS

10.1. **Capital Regional District Regional Growth Strategy Bylaw Dispute Resolution Process**

(as provided from April 10, 2017 New Business and Supplemental Agenda)

Additional information to the letter dated March 31,2017 from the Ministry of CSCD to the CRD chair listed under correspondence.

2017-138
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT Council direct staff to notify the Capital Regional District that the District of Sooke will participate in the non-binding dispute resolution process regarding the Regional Growth Strategy Bylaw.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

11. CORRESPONDENCE

Sooke Fall Fair Request

2017-139
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT the Sooke Fall Fair receive $125.00 for advertising and rosette, from the Council Sponsorship Budget;

AND THAT the Sooke Fall Fair receive $40.00 for a trophy at the Sooke Car Show Event, from the Council Sponsorship Budget.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

11.1. **Woodwyn Farms - Request for Letter of Support**

2017-140
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT a letter of support, be sent to the BC Agricultural Land Commission in support of the extension of Woodwyn Farms treatment program, to address homelessness, addictions and mental health in the Capital Region; AND

AND THAT a copy of the letter be sent to Creating Homefulness Society.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

11.2. **Correspondence for Information**

2017-141
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT the correspondence received March 31, 2017 to April 4, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

11.3. **Correspondence from Louise Anderson, re: Traffic Issues on Highway 14**

2017-142
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT staff provide a response to the email from Louise Anderson regarding traffic issues in the 17 Mile area of Sooke Road, requesting that she redirect her concerns to the Ministry of Transportation, as Highway 14 falls under their jurisdiction.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

12. COUNCIL AND CAO VERBAL REPORTS

12.1. **Mayor Tait**

- Sooke Community Health Initiative.

Councillor Pearson

- AVICC attendance and workshops.

Councillor Kasper

- AVICC attendance and workshops.

Chief Administrative Officer

- Attended The Working Together: Effective Fire Service Administration for Fire Chiefs and Local Government Chief Administrative Officers event in Victoria, with Chief Mount.

13. ADJOURNMENT

2017-143
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT the meeting be adjourned.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Berger, Councillor Parkinson

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

Maja Tait
Mayor

Certified Correct:

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
April 24, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Tait	Brent Blackhall, Director of Finance & Administration, Acting CAO
Councillor Berger	Rob Howat, Director of Development Services
Councillor Kasper	Kenn Mount, Fire Chief & Director of Community Safety
Councillor Logins	Katherine Lesyshen, Planner II
Councillor Pearson	Patti Rear, Acting Corporate Officer
Councillor Reay	Jennifer Royer-Collard, Corporate Services Assistant
ABSENT:	
Councillor Parkinson	

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-144
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the Regular meeting of Council be closed to the public under section 90(1)(a), and (d) of the *Community Charter* as it pertains to labour and land.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

The Regular meeting of Council was closed at 6:06 p.m.

3. CALL TO ORDER - OPEN PORTION

The Regular meeting of Council returned to the open portion, and was called to order at 7:03 p.m.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

2017-145
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT the New Business/ Supplemental agenda package dated April 24, 2017, be received with the following supplemental items:

- Item No. 7.2, Rural Property Spinklers;
- Item No. 11.2, 2017 Property Tax Rate Bylaw;
- Item No. 12.2, Communities in Bloom;
- Item No. 16.1, Email: Dana Lynn Thomas;

AND THAT the following item be added under New Business for the April 24, 2017 Regular meeting of Council agenda:

- Item No. 16.2, Letter: Mid America Venture Capital.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

5. APPROVAL OF THE AGENDA

2017-146
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT the agenda for the April 24, 2017 Regular meeting of Council, be adopted as circulated. With the addition of the April 24, 2017 New Business/ Supplemental Agenda items.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

6. ADOPTION OF MINUTES

Minutes of the Regular meetings of Council

- The minutes from the April 10, 2017 meeting require an update to reflect Councillor Berger's absence for item 5.3, in the vote.

2017-147
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT the minutes of the April 10, 2017 Regular meeting of Council, be adopted as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

7. DELEGATIONS

7.1. KPMG - Audited Financial Statement

Randy Decksheimer, KPMG executive, presented an overview of the auditor's report.

2017-148
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Council receive the KPMG Draft Financial Statements of the District of Sooke, year ended December 31, 2016, for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

7.2. **Rural Property Sprinklers**

Randy Clarkson addressed Council regarding:

- Bylaw 404, revision or amendment request.
- Infrastructure, developments, and issues with water availability.
- Rural area location requirements, in Sooke.

Council discussed the variety of available alternatives and solutions around the issues raised.

2017-149
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council direct staff to review Bylaw No. 404, *Subdivision and Development Standards Bylaw*, in particular, section 4.0 of Schedule 7; AND

THAT staff report back to Council with proposed amendments.

CARRIED.

2017-150
MOVED by Councillor Kasper, seconded by Councillor Reay:
AMENDMENT:

THAT in the interim, section 4.0 of Schedule 7, not be enforced.

CARRIED.

7.3. **Salt Water Series**

Ron Neitsch, representing the Salt Water Series, addressed Council requesting full sponsorship level from the District for the event. Mr. Neitsch outlined details about the derbies and what is included with sponsorship.

2017-151
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council sponsor the 2017 Sooke Salt Water Series in the amount of $1,500.00, from the *Sponsorships Fund.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

7.4. **Sooke Transition House Society**

Arlene Rees & Rhonda Harris addressed Council regarding:

- Support services that Sooke Transition House provides to residents in the Sooke region, and outlying areas and the financial implications.
- Details regarding the government contract for Victim Services in Sooke region.
- Contractual obligations and annual cost share contributions between the Ministry ($43,070.73) and Local Governments (for equal share).
- Requested additional monies from the District; current budget provides $8,323 to the organization.

Council discussed:

- The logistics of the services and the area impacted (West Shore to Port Renfrew).

2017-152
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT Council direct staff to prepare a comprehensive report regarding the District's contribution options for Victim Based Support Services, including cost breakdowns.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

7.5. **#DividedBy14**

David Evans, local business owner and participant in the Highway 14 division campaign, addressed Council regarding:

- The details about the Sooke Highway by the numbers, #dividedby14, campaign.
- Described the many challenges of the closures on the main artery in and out of the community.
- Challenged Mayor and Council to promote the campaign by posting a photo of themselves, with a personal number regarding Highway 14, to various social media websites.

Council discussion:

- Expressed support for the campaign
- The number of letters Mayor and the District have written over the course of the last term to the Ministry of Highways requesting improvements to Highway 14.
- Council asked staff to invite the *Sooke and Juan de Fuca Working Group* to the Council meeting that the Ministry of Highways attends to present the Highway 14 Study.

8. UNFINISHED BUSINESS

There were no items for this section.

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Terrance Martin, Sooke Resident, spoke to Item No. 15.1 *Parking for Kayakers at Whiffen Spit*, and relating the issue to the parking at Sunriver Seniors Village for public access to the water.

2. Ellen Lewers, Sooke Resident, spoke to Item No. 7.5 *#Dividedby14* the relevance to alternative road options needed in the community.

3. Jeff Bateman, Sooke Resident, spoke to Item No. 7.5 *#Dividedby14* with praise; Item No. 12.1 EMCS Society Board requests a Council Liaison; Item No. 16 Sooke Pocket News, supported Terrance Martin's comments; Item No. 13.1 *Anti-Bullying & Harassment Policy* noting it has a few typos.

4. Ellen Lewers, spoke a second time, inquiring about Item No. 19.1 *Report for Released In-Camera Resolutions,* requesting that additional information, more detail, be provided.

10. PUBLIC HEARINGS AND RELATED BYLAWS

10.1. 7000 Melrick Place - Bylaw No. 663, *Zoning Amendment Bylaw (600-35)*

The Development Services department presented a Power Point presentation and overview of the written staff report.

Mayor Tait called the Public Hearing for Bylaw No. 663 to order at 8:12 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.

Public Submission:

- Marc Forget, spoke to concerns regarding lot(s) next to him that could affect a shared rock retaining wall.

Mayor Tait called two additional times for submissions to the Public Hearing regarding Bylaw No. 663 and hearing none, the Public Hearing was closed at 8:20 p.m.

Council Discussion:

- Clarity on rezoning.

2017-153
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council grant third Reading to Zoning Amendment Bylaw No. 663 (600-35).
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

11. BYLAWS

11.1. 6671 Wadams Way - Rezoning Application

PLN01308

Development Services staff presented a Power Point presentation and overview of the written staff report.

2017-154
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT COUNCIL give first reading to Bylaw No. 665, *Zoning Amendment Bylaw (600-36)* to rezone 6671 Wadams Way from Large Lot Residential (R1) to Town Centre Mixed Use (CTC).
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

2017-155
MOVED by Councillor Reay, seconded by Councillor Logins:
AND THAT Bylaw No. 665, *Zoning Amendment Bylaw (600-36),* be Read a second time.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

2017-156
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT a Public Hearing be scheduled for Bylaw No. 665 in accordance with section 466 of the *Local Government Act.*
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

2017-157
MOVED by Councillor Kasper, seconded by Councillor Logins:
AND FURTHER THAT Land Titles be notified that the following legal notations on 6671 Wadams Way may be cancelled: EK121185, EM107775, EN71039 and FB300324.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

11.2. **2017 Property Tax Rate Bylaw**

Staff presented to an overview of the *2017 Property Tax Rate Bylaw,* including the changes and adjustments.

2017-158
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council give first reading to Bylaw No. 667, *Property Tax Rate Bylaw, 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

2017-159
MOVED by Councillor Reay, seconded by Councillor Berger:
AND THAT Council give second reading to Bylaw No. 667, *Property Tax Rate Bylaw, 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

2017-160
MOVED by Councillor Pearson, seconded by Councillor Kasper:
AND FURTHER THAT Council give third reading to Bylaw No. 667, *Property Tax Rate Bylaw, 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

12. REPORTS REQUIRING ACTION

12.1. Council Liaison - Regional & Community Organizations

Council discussion included questions pertaining to when some of the organizations held their meetings. Council asked staff to bring back more information regarding meeting dates and times, so that members could be appointed appropriately, based on availability.

2017-161
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council appoint Mayor Maja Tait as liaison to the District of Sooke and T'Sou-ke Nation MOU Working Group, Primary Health Care Working Group, and the Te'mexw Treaty Advisory Committee;

AND THAT Councillor Pearson be appointed to the Sooke Region Historical Society;

AND THAT Councillor Logins be appointed to the T'Sou-ke Nation MOU Working Group and the Sooke Region Tourism Association;

AND THAT Councillor Parkinson be appointed to the T'Sou-ke Nation MOU Working Group, and the Te'mexw Treaty Advisory Committee;

AND THAT Councillor Reay Sooke Community Association;

AND FUTHER THAT Counillor Kasper be appointed to the Sooke Region Communties Health Network (Age-Friendly Committee).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

12.2. Communities in Bloom

2017-162
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council direct staff to register for the British Columbia 2017 Communities in Bloom, under the Friends Participation Category.

AND THAT the fee of $437.50 be taken from the Communities in Bloom account.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

12.3. **Statutory and Permissive Tax Exemption Policy**

Staff provided an overview on the suggestions regarding the renewal of the policy.

Council requested a formal form for applicants to confirm their requirements and the possibility of applicants providing an annual report/update.

2017-163
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council direct staff to:
A. Post the timeline on the District's website; AND

B. Amend the *Community Grant Policy Application Form* to reflect section 6 of the Statutory and Permissive Tax Exemption Policy; AND

C. Amend the *Statutory and Permissive Tax Exemption Policy* No. 5.3, to include:

1. Directions regarding any change in applicant information for a tax exemption, is to be the responsibility of the applicants; AND/OR
2. Including language indicating use of the property must be consistent and in compliance with municipal policies, bylaws and legislation.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

13. REPORTS FOR INFORMATION

13.1. **Anti-Bullying & Harassment Policy**

2017-164
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council receive the draft amended *Anti-Bullying & Harassment Policy* No. 7.13, for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

14. NEW BUSINESS

14.1. New business was completed in the Correspondence for Action section as Item No. 16.2.

15. CORRESPONDENCE FOR ACTION

15.1. **Parking for Kayakers at Whiffin Spit**

- Email dated April 11, 2017 from South Island Sea Kayak Association regarding parking for kayakers at Whiffin Spit Park
- Email from Jennifer received April 18, 2017 regarding kayaks at Whiffin Spit Park
- Email from Debbie received April 18, 2017 regarding kayaks at Whiffin Spit Park

16. CORRESPONDENCE

16.1. Correspondence received April 5, 2017 to April 18, 2017

2017-165
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT Council support the Navy League trophy sponsorship for Admiral Girouarad and Admiral RC Waller in the amount of $40 each, from the *Sponsorship* line item.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

2017-166
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT the correspondence received from April 5, 2017 to April 18, 2017, be received and filed accordingly for the record.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

Sooke Pocket News Advertising

- Council appreciates the efforts and results from the survey regarding Health Care Services.

2017-167
MOVED by Councillor Logins, seconded by Mayor Tait:
THAT Council support Sooke Pocket News in the advertising budget for the District of Sooke.

2017-168
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council defer motion No. 2017-167, regarding Sooke Pocket News advertising, until additional information is available from the CAO's *Communication Strategy*.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

16.2. **Letter - Mid America Venture Capital**

- Organization is requesting a tax reduction; Council decided that this could be construed as supporting a business, which is not allowed under legislation.

2017-169
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council the letter from Mid America Venture Capital, be received and filed accordingly.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

17. COUNCIL AND CAO VERBAL REPORTS

Mayor Tait:
- Rotary Auction
- Volunteer Recognition
- All Candidates meeting at the Prestige
- Health and Hospital Committee
- UBMC Executive Meeting

Bev Berger:
- Seaparc update (Golf course opening)

Ebony Logins:
- Tour de Rock team announcement (EMCS - 11:30 am Friday May 5th, opening ceremonies).

Director of Finance and Administration, Acting CAO:
- Directors from Finance and Development Services attended a risk assessment event
- Briefed Council on the upcoming building act changes.

18. NOTICES OF MOTION

19. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

19.1. The following resolutions from the In-Camera portion of the March 27, 2017 Regular Meeting of Council, were released for public information:

1. THAT Council direct staff to execute the amended *Use, Management and Maintenance Agreement* dated March 23, 2017, between the District and the Sooke Horseshoe Pitching Association, for a three-year period.

2. THAT Council authorize the District's signatories to sign the Licence of Occupation agreement with Prestige Holdings Ltd., for the purpose of permitting access to and egress from Aquatic Lands described as District Lots 236 and 237 Sooke District.
3. THAT Council direct staff to execute a contract with the Capital Regional District for the provision of Animal Control Services for a six-month term, effective April 1, 2017 at the current cost of $6,786.50 per month.

20. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-170
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT the Regular meeting of Council be closed to the public under section 90(1)(a) and (k) of the *Community Charter* to discuss items pertaining to labour and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

The open portion of the meeting was closed to the public at 9:57 p.m.

The open portion of the meeting reconvened at 10:12 p.m.

21. ADJOURNMENT

2017-171
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the Regular meeting of Council be adjourned at 10:13 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay
Absent: Councillor Parkinson

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
May 1, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Brent Blackhall, Acting Chief Administrative Officer, Acting CAO
Rob Howat, Director of Development Services
Danica Rice, Planner II
Patti Rear, Acting Corporate Officer
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:
Councillor Logins
Councillor Parkinson

1. CALL TO ORDER

Mayor Tait called the meeting to order at 7:11 p.m.

Note: This Special meeting of Council was called to order during the May 1, 2017 Committee of the Whole meeting.

2. APPROVAL OF THE AGENDA

2017-172
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT the agenda for the May 1, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay
Absent: Councillor Logins, Councillor Parkinson

3. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Gail Hall, Sooke Resident, spoke to Item No. 6.1 Turf Field Project, expressing concern with replacement costs.

2. Ellen Lewers, Sooke Resident, spoke to Item No. 6.1 Turf Field Project, with concerns regarding public money being spent on private property. *Staff confirmed that the land was owned by the Community Association, which usage is for the public.*

3. Herb Haldane, Sooke Resident, spoke to Item No. 6.1 Turf Field Project with support.

4. REPORTS REQUIRING ACTION

4.1. Turf Field Project

RPT - 2017-0047

Staff provided an overview of the staff report, highlighting the urgency for funds so the project may move forward. Mr. Blackhall was clear that these monies are being released from the Playing Field Reserve. Agreements are currently being drafted pertaining to Gax Tax Funding, as follows:

1. Sooke Community Association and the District of Sooke;
2. Sooke Community Association, District of Sooke, and the Capital Regional District.

2017-173
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council approve a payment of $270,500 to the Sooke Community Association from the Playing Field Reserve Fund for purposes of the first installment of the Turf Field Project.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay
Absent: Councillor Logins, Councillor Parkinson

5. RISE AND REPORT OF IN-CAMERA ITEMS

At the In-Camera Meeting held on April 24, 2017, the following motion was released to the public, for information:

THAT Council appoint Brent Blackhall, Chief Financial Officer, as Acting Chief Administrative Officer in the interim absence of Teresa Sullivan, Chief Administrative Officer.

6. ADJOURNMENT

2017-174
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT the May 1, 2017, Special meeting of Council be adjourned at 7:24 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, Councillor Reay
Absent: Councillor Logins, Councillor Parkinson

This meeting was adjourned and the May 1, 2017 Committee of the Whole meeting, commenced.

Maja Tait
Mayor

Certified Correct:

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
May 8, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	**STAFF PRESENT:**
Councillor Berger	Brent Blackhall, Director of Finance & Administration, Acting CAO
Councillor Kasper	Patti Rear, Acting Corporate Officer
Councillor Parkinson	Rob Howat, Director of Development Services
Councillor Pearson	Kenn Mount, Fire Chief & Director of Community Safety
Councillor Reay	Katherine Lesyshen, Planner II
Mayor Tait	Jennifer Royer-Collard, Corporate Services Assistant
ABSENT:	
Councillor Logins	

1 CALL TO ORDER

Mayor Tait called the meeting of Council to order at 6:01 p.m.

2 MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-175
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the Regular meeting Council be closed to the public under section 90 (1) (c) and (k) of the *Community Charter* to discuss items pertaining to labour and negotiations.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

The Regular meeting of Council was closed at 6:02 p.m.

3 CALL TO ORDER - OPEN PORTION

The Regular meeting of Council returned to the open portion, and was called to order at 7:05 p.m.

4 NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplemental Agenda was received with Approval of the Agenda.

- Item No. 11.1 - Bylaw No. 665 Rezoning for 6671 Wadams Way Public Hearing package
- Item No. 14.5 - Playing Field Reserve
- Item No. 17.2 - Correspondence dated May 8, 2017 from the Sooke Fine Arts Show

5 APPROVAL OF THE AGENDA

2017-176
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the agenda for the May 8, 2017 Regular meeting of Council, be adopted with the addition of the New Business and Supplemental Agenda items.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

6 ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council

- April 24, 2017 - Regular meeting of Council minutes
- May 1, 2017 - Special meeting of Council minutes

2017-177
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT the minutes from the April 24, 2017 Regular meeting of Council and May 1, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

7 MINUTES FOR INFORMATION

Minutes for the Committee of the Whole meeting of Council.

- May 1, 2017 - Committee of the Whole meeting

2017-178
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT the minutes of the May 1, 2017 Committee of the Whole meeting, be adopted.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

8 DELEGATIONS

8.1 Sooke Pocket News

Britt Santowski addressed Council regarding:

- The opportunities for the District to advertise with Sooke Pocket News (SPN), as a social media reference and expressed concerns as dissemination of the information is changing for not advertising with SPN
- The payment made to Survey Monkey to retrieve the information collected from in regard to Health Services survey.
- If District has a communication plan, it should be a public document that includes an advertising budget.
- Mandate of informing the residents of Sooke is the same as District's.

8.2 Archer Separation Inc.

Venkatesh Narayan provided a Power Point presentation and spoke in regard to Item No. 14.3, *Sludge Dewatering* contract awarding. Highlighting the following:

- Work experience with the District of Sooke plant since 2005, while it was operated by EPCOR.
- Attendance at the pre-bid meeting, noticed the machine seems to be operating fine, identified that the process is an issue.
- Process differences between current and proposed replacement centrifuge.
- Reviewed the specifications, requirement and needs within the proposal.
- The requirements of the equipment and how increased demand may not be accommodated with proposed system.
- That a smaller machine is slated in the proposal bid, than the one that is currently in place.
- Explained the differences between various equipment.

Council discussed:

- Mr. Narayan's experience with the District waste water plant, his familiarity with the current centrifuge (while operated by EPCOR), and the quality of the proposed centrifuge.

2017-179
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT Council extend Venkatesh Narayan's time as a Delgation for an additional 5 minutes.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

9 UNFINISHED BUSINESS

There were no items for this section.

10 PUBLIC QUESTION AND COMMENT PERIOD

1. Ellen Lewers, Sooke Resident, spoke regarding changing Public Input name of May 1, 2017 meeting minutes to Loretta Deutscher. Item No. 14.4 Heavy Duty Truck Purchase reasoning for new truck needed as a snowplow and is it part of the budget? Correspondence from Royal Canadian Legion Branch 54 regarding discussions about road closure.

2. Gail Hall, Sooke Resident, spoke to Item No. 14.2 Anti-Bullying & Harassment Policy seeking clarification for 'non-district employee' and how policy affects the public.

3. Mark Whiteson, Sooke Resident, spoke to Item No. 14.2 Anti-Bullying & Harassment Policy inquiring as to public protection from staff.

4. Gail Hall, spoke a second time to Item No. 14.2 Anti-Bullying & Harassment Policy with concerns for freedom of speech.

5. Robert Pearce, Sooke Resident, spoke to Item No. 14.2 Anti-Bullying & Harassment Policy, addressing that staff need to be protected by the public and superiors, and that a middle ground be established.

11 PUBLIC HEARINGS AND RELATED BYLAWS

11.1 6671 Wadams Way - Bylaw No. 665, *Zoning Amendment Bylaw (600-36)*

The Development Services department presented a PowerPoint presentation and overview of the written staff report.

Council discussed:

- Establishment of initial decision for rezone to CTC not P2:
  - CTC (mixed use) allows: for parking, town center, diverse usage;
  - P2 is more restrictive.
- Library location in the town core:
  - Variety of locations assessed by Vancouver Island Regional Library Board and Lot A was the best suited.
- Options for the remainder of the property.

Mayor Tait called the Public Hearing for Bylaw No. 665, *Zoning Amendment Bylaw (600-36)* to order at 7:52 p.m.

Mayor Tait advised that any person who believes that their interest in the property affected by the proposed bylaws would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Public Submission:

- Ellen Lewers, Sooke Resident, commented on the following: Lot A is a far reach to be identified as town centre. Community members approached District to have their property be purchased for the Library, were these not included for review? Focus should be on seaside development of community. Wadams Way was supposed to be a bypass, now a driveway onto it will create more stopped traffic in area. Needs for Seniors and performing arts. Costs of land and Vancouver Island Regional Land investment into the property.

- Debora Barclay, Sooke Resident, spoke regarding Wadams Way bypass access to the property. Commercial/ residential/ institutional mix height restrictions at location. Enquired as to availability to plans from the Vancouver Island Regional Library area usage and building.

Council and Staff addressed:

- New facility conversations have been occurring for the past 10 year;
- A yellow flashing light at close to Townsend to be installed;
- Vancouver Island Regional Library (VIRL) slated to be a single-story building;
- Identified that the VIRL board is separate from the District;
- 1 acre parcel being used by VIRL.

- Gail Hall, Sooke Resident, spoke inquiring about next steps for the property and whether every new usage of the property required additional Public Hearings; concerns with next restrictions on new spaces/ buildings. A process to provide assurance to those who live next to this lot. Whether the District is servicing the property or the Vancouver Island Regional Library Board.

Council and Staff addressed:

- Long term lease of the area (title for their term);
- Termination of lease (life of the building = 50 years);
- Services will be provided by Vancouver Island Regional Board;
- Possible select committee for future, remaining, lot usage and plan.

- Edward Barclay, Sooke Resident, spoke with concerns on process moving forward. New developments could affect those with properties backing onto property.

Council and Staff addressed:

- District is not required legally to hold public input beyond Public Hearing for zoning amendment, but any Development Permit Applications will be subject to form and character review for compliance;
- If a Master Plan on property is put forward, meetings would allow for public input on this usage;
- Change of public asset.

Mayor called for a second time for public submissions to the Public Hearing regarding Bylaw No. 665, *Zoning Amendment Bylaw (600-36).*

- Ellen Lewers, spoke a second time, regarding whether sufficient information was on the Public Notice informing residents of property re-zoning. Inquired about the long-term lease and whether sub-division is allowable. Terms of the lease with Vancouver Island Regional Library Board; taxes, rental, phased use. Associated fees for lease of property (taxes or rent).

Council and Staff addressed:

- Lease has not been drafted, agreement terms yet to be established. Once drafted the lease will be reviewed by Council;
    - Taxes, lease fees etc. have not yet been established.
- Long-term lease: legal description will be allocated defining the area, for a set time;
- Development permit required for Vancouver Island Regional Library usage of Lot A;
- No plans for the balance of the land.

- Gail Hall, spoke a second time, regarding frequent changes with Zoning Bylaws in the District and how initial components of Zoning Bylaw 600 are retained.

Council and Staff addressed:

- Clarifying Zoning Amendment Bylaws contents, map of land change or additions for text amendments. The text of the original Bylaw will remain;
- Consolidated Bylaw will encompass existing Bylaw standards.

- Debbie Barclay, spoke a second time, to inquiry whether Council would be dealing with just the Vancouver Island Regional Library portion or the entire lot. Future plan for land clearing, any buffer or noise barrier for area residents.

Council and Staff addressed:

- Vancouver Island Regional Library area & access would be prepared for building, entire lot would not be cleared until areas were identified for future usage;
- When the Development Permit is put forward for the remainder of the lot, a plan will be established.

Mayor Tait called a third time for submissions to the Public Hearing regarding Bylaw No. 665, *Zoning Amendment Bylaw (600-36)* and hearing none called the Public Hearing closed at 8:41 p.m.

Council Discussed:

- Forming a select committee to examine and look at creating a plan for the balance of the land;
- Only assessing Lot A for the Library, at this time (not the entire property);
- Majority were against CTC for the entire land;

- Zoning is for the entire property, not able to change zoning in portions;
- Support for the Library being on this property;
- P2 zoning for the remainder of the property allows for the similar usage, on a smaller scale of development;
- CTC zoning has large height allowances and intrusive use available. Growth of community means any variety of use could be applied on property;
- Public input should be sought for any future use of the remainder of the property.

2017-180
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council rescind first and second readings of Bylaw No. 665, *Zoning Amendment Bylaw (600-36);*

AND THAT Council direct staff to bring a report forward regarding implementing a P-2 zoning to the property located at 6671 Wadams Way.

CARRIED.

In Favour: Councillor Berger, Councillor Parkinson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

12 PUBLIC INPUT MEETINGS AND RELATED REPORTS

There were no items for the section.

13 BYLAWS

13.1 Property Tax Rate Bylaw No. 667, 2017.

2017-181
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council adopt the *Property Tax Rate Bylaw No. 667, 2017.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

13.2 *Zoning Amendment Bylaw No. 663 (600-35)* - 7000 Melrick

2017-182
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council adopt the *Zoning Amendment Bylaw No. 663 (600-35).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

13.3 **6978 & Lot B West Coast Road - Remove and Replace Covenants & Termination of Phased Development Agreement**

RPT - 2017-0019

The Development Services department provided a PowerPoint presentation and overview of the written staff report, highlighting.

- Buffer zone reduction;
- Current Buffer Area;
- Proposed Buffer Area;
- 2 covenants & phased development agreement.

Council discussed:

- Agricultural Land Commission (ALC) requirements and whether there is applicable languge required;
    - Edge Planning Guide from ALC and Official Community Plan will be used.
    - Nothing above and beyond what the current standard is, prefer best practices.

2017-183
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Council give first and second reading to *6978 West Coast Road Phased Development Agreement Authorization Authorization Repeal Bylaw No. 662 (461-1), 2017.*

CARRIED.

In Favour: Councillor Berger, Councillor Pearson, Councillor Kasper, Councillor Parkinson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

2017-184
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT Council consider termination and discharge of the Phased Development Agreement;

AND THAT Council consider release of S.219 covenants CA1877305, CA1877307, CA1997992 and CA1997994;

AND FURTER THAT Council consider replacement of those covenants with a new s.219 covenant for 6978 & Lot B West Coast Road that includes the requested changes to the ALR Buffer Area.

CARRIED.

In Favour: Councillor Berger, Councillor Pearson, Councillor Kasper, Councillor Parkinson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

2017-185
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council schedule a public hearing for *6978 West Coast Road Phased Development Agreement Authorization Repeal Bylaw No. 662 (461-1), 2017*, and for consideration of the proposed changes in the new S.219 covenant as they relate to the ALR Buffer Area.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

14 REPORTS REQUIRING ACTION

14.1 SCBA Compressor Procurement

RPT - 2017-0046

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

2017-186
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT the capital purchase of a new SCBA compressor, be awarded to Aquatech West, in the amount of $49,490.50 (plus $150 for shipping), in accordance with the RFQ document.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

14.2 Anti-Bullying & Harassment Policy

RPT - 2017-0048

The Fire Chief provided an overview of the policy, highlighting:

- Required by Work Safe and generated in response from staff survey;
- Geared towards employee in the workplace;
- Duty to investigate and document;
- Outlining set procedure and process to be followed;
- External references are in place to protect those employees working in the community, such as the Bylaw Officers and Fire Services.

Council discussed:

- Comparisons to other acts;
- Requirement by legislation;
- Public input regarding this policy;
- Preventative measures;
- Code of Conduct policy.

2017-187
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council adopt the District's *Anti-Bullying & Harassment Policy* No. 7.13.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

Katherine Lesyshen left the meeting at 9:26 p.m.

14.3 **Sludge Dewatering**

RPT - 2017-0045

The Director of Development Services provided an overview of the staff report.

Council discussed:

- Concerns with size of centrifuge planned and the guarantee by the successful proponent;
- Change in process concerns;
- Costs in chemical additives & excesses waste removal, reduction in costs;
- Not meeting the specification: hold backs, to ensure if product guarantee;
- Design of plant and accommodation of flows;
- Budget item, Sewer Fund - Capital;
- Capacity and life span of component;
- Best value versus best product;
- Keep the existing centrifuge (as a backup).

Council asked staff to contact STANTEC to review and report on the top two proponents for quality, based on technical specs, and provide a recommendation based on this criteria for the next available meeting. With the recommended motion postponed, until the requested information can be provided.

14.4 **Heavy Duty Truck Purchase**

RPT - 2017-0039

The Director of Development Services provided an overview of the staff report.

Council discussed:

- Budget for purchase is allocated;
- Additional truck required; there have been several transferred trucks to other departments, as well our current vehicle that the snow plough attaches to is coming to the end of its lifespan.

2017-188
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council approve Suburban Motors as the successful proponent under the request for quotes for the purchase of a heavy-duty truck and landscape box in the amount of $58,741.00 + levies + taxes.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

14.5 **Turf Field**

The Acting Chief Administrative Officer provided an overview of the written staff report, which was added under New Business, highlighting the following:

- Identified the covenant and land title agreement conflict, the $400k was for the District Lands (in Sunriver);
- Given these findings the District is now required to reallocate the funding from Gas Taxes Reserves to provide fund to the Turf Field Project;
- Bylaw amendment not required Capital Budget remains the same, since funding is sourced and allocated.

2017-189
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council not fund the Turf Field Project from the Playing Field Reserve Fund;

AND THAT Council increase the Gas Tax Reserve contribution towards the Turf Field Projected by $400,000 to a total of $700,000;

AND THAT Council authorize the proposed 2017 revised Capital Plan budget transfers;

AND THAT Council authorize the Mayor and Acting CAO to enter into a Contribution Agreement with the Sooke Community Association to govern the use of the Gas Tax funds;

AND FURTHER THAT Council authorize staff to release the first installment of $270,500 to the Sooke Community Association upon execution of the Contribution Agreement by both parties.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

15 COMMITTEE RECOMMENDATIONS

15.1 Mouck Marine Productions

Council Discussed:

- Feasibility of this project requirements;
- Summarize the previously presented materials.

2017-190
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council, upon recommendation from the Committee of the Whole, direct staff to research the request from Mouck Marine Productions Ltd. and report back to Council.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

15.2 Telus Mural

2017-191
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council, upon recommendation from the Committee of the Whole, direct staff to work with Telus to discuss the opportunity regarding a mural on the Telus building on Sooke Road.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

15.3 6912 and 7166 West Coast Road - Agricultural Land Commission Exclusion

Council discussed the requirements of the Agricultural Land Commission, noting this item is not within Council's control.

2017-192
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT Council, direct staff to advise the owner of 6912 and 7166 West Coast Road, to apply to the Agricultural Land Commission, in accordance with the application process.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

16 NEW BUSINESS

There were no New Business items to be added.

17 CORRESPONDENCE

17.2 Sooke Fine Arts Show

Council would like to accept the invitation to the Artist Celebration Evening, but would like to decline the Artist Preview Tickets and Admission, as these could be considered gifts.

2017-193
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council approve $225 to increase the complimentary sponsorship half-page ad in the Sooke Fine Arts show catalogue to a full-page ad;

AND THAT Council direct staff to prepare a new ad.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

17.1 Correspondence for Information

Royal Canadian Legion Branch 54 letter: There will be conversation with staff and members of both the Legion and the Sooke Fall Fair.

Staff Update: Regarding previous request by Ellen Lewers, who represents the Sooke Fall Fair. The Acting CAO has opened the dialogue with Ms. Lewers regarding options for the Sooke Fall Fair event as it pertains to our roadways and closures. A solution has not yet been established.

2017-194
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT the correspondence received April 19, 2017, to May 1, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

18 COUNCIL AND CAO VERBAL REPORTS

Mayor Tait:

- Natori students, host gift to municipality;
- Notice of motion to Housing and Hospital Committee, regarding Heath Care Facility in Sooke has been endorsed;
- Attended the Victory in Europe, Celebration of the Battle of the Atlantic, at the Legion.

Councillor Parkinson:

- Attended the Drop Zone Memorial Ceremony.

Acting Chief Administrative Officer:

- Thanked staff for their continuing excellent job performance.

19 NOTICES OF MOTION

There were no items for this meeting.

20 ADJOURNMENT

2017-195
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT The Regular meeting of Council be adjourned.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Mayor Tait
Absent: Councillor Logins, Councillor Reay

The meeting was adjourned at 10:28 p.m.

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
May 15, 2017 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Parkinson
Councillor Reay

ABSENT:
Councillor Logins
Councillor Pearson

STAFF PRESENT:
Brent Blackhall, Director of Finance & Administration, Acting CAO
Patti Rear, Acting Corporate Officer
Kenn Mount, Fire Chief & Director of Community Services
Rob Howat, Director of Development Services
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the Special meeting of Council to order at 6:05 p.m.

2. APPROVAL OF THE AGENDA

2017-196
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT the agenda for the May 15, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay
Absent: Councillor Logins, Councillor Pearson

3. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-197
MOVED by Councillor Berger, seconded by Councillor Reay:
THAT this meeting be closed to the public under section 90(1)(c), (e), (i), and (k) of the *Community Charter,* as it pertains to labour, land, solicitor-client privilege, and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay
Absent: Councillor Logins, Councillor Pearson

The meeting was closed to the public at 6:06 p.m.

The meeting was re-opened to the public at 9:23 p.m.

4. ADJOURNMENT

2017-198
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT the May 15, 2017 Special meeting of Council, be adjourned.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Reay
Absent: Councillor Logins, Councillor Pearson

The meeting was adjourned at 9:24 p.m.

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
May 23, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Tait	Brent Blackhall, Acting Chief Administrative Officer
Councillor Berger	Rob Howat, Director of Development Services
Councillor Kasper	Kenn Mount, Fire Chief & Director of Community Safety, left at 7:38 pm
Councillor Logins	Tara Johnson, Planner II, left at 8:43 pm
Councillor Parkinson	Patti Rear, Acting Corporate Officer
Councillor Pearson	Sarah Temple, Corporate Services Assistant
Councillor Reay	

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:59 p.m.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2017-199
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT the agenda for the May 23, 2017 Regular Meeting of Council, be adopted with the following amendments:

- Removal of items 9.4 *Anti-Bullying and Harassment Policy* and 10.1 *Code of Ethics Policy*
- Item 8.3 *Bylaw No, 671, Zoning Amendment Bylaw - 2455 Phillips Road/ 6334 Riverstone Drive* moved to immediately prior to item 8.1
- Addition of supplemental information to item 5.2. *Juan de Fuca Marine Search and Rescue Society Delegation*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

4. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- May 8, 2017 - Regular meeting of Council
- May 15, 2017 - Special meeting of Council

2017-200
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the minutes of the May 8, 2017 Regular meeting of Council and the minutes of the May 15, 2017 Special meeting of Council, be adopted as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

5. DELEGATIONS

5.1. Zoning Bylaw - Duplex Zones

- Herb Haldane, Haldane Homes.

Mr. Haldane addressed Council and spoke regarding definitions found in the District of Sooke's Zoning Bylaw that could benefit from further clarification, specifically regarding duplexes, townhouses, and cluster dwellings. Mr. Haldane encouraged Council to work with developers in order to make more affordable housing options in Sooke, and provided details regarding a specific development where a strata conversion would allow for affordable home ownership.

Council discussion:

- Challenges with adding additional driveways that are accessed off Highway 14.
- Examples of strata conversions that have not shared a common wall. Benefits of strata conversions, as opposed to subdivision applications.

2017-201
MOVED by Councillor Logins, seconded by Councillor Kasper:
THAT Council recommend that Mr. Haldane apply for a strata conversion.

CARRIED.

In Favour: Councillor Kasper, Councillor Logins, Mayor Tait, Councillor Berger, Councillor Parkinson, Councillor Pearson, and Councillor Reay

5.2. Juan de Fuca Marine Search and Rescue Society

- Scott Burchett

Scott Burchett, President of Juan de Fuca Marine Search and Rescue Society and Crew member of Station 37, provided an overview of the functions of both the society and the station, the fundraising efforts that are spearheaded by volunteers and the variable factors involved in funding and budgeting.

Council discussion:

- Discussion of call out locations and potential for shared funding with other municipalities for inclusion in the annual Financial Plan budget.
- Clarification regarding amount of budget shortfall for 2017.

2017-202
MOVED by Councillor Pearson, seconded by Councillor Kasper:

THAT Council direct staff to approach the municipalities of Metchosin, Langford, Colwood, and the Juan de Fuca Electoral Area to discuss financial support for the Juan de Fuca Marine Search and Rescue Society;
AND THAT Councillor Pearson will be the liaison for this initiative.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-203
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council approve $2,000 from Council Contingency to the Juan de Fuca Marine Rescue Society.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Opposed: Councillor Berger, Councillor Logins, and Councillor Reay

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- John Brohman, Otter Point Resident, spoke regarding the Zoning Bylaw and potential Strata Conversion Policy.

7. PUBLIC HEARINGS AND RELATED BYLAWS

7.1. Bylaw No. 662, 6978 West Coast Road Phased Development Agreement Authorization Repeal Bylaw (461-1)

The Development Services department provided a PowerPoint presentation and overview of the written staff report. The Mayor clarified that there was a clerical error in the civic address as published in the Notice of Public Hearing, but staff has confirmed the notice is still legal and valid.

Mayor Tait called the Public Hearing for Bylaw No. 662, *6978 West Coast Road Phased Development Agreement Authorization Repeal Bylaw (*461-1) to order at 8:05 pm.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Public Submissions:

- Richard Covacic, neighbouring property owner, spoke regarding requirements for fencing and indicated he would like to ensure there is a solid fence between properties. Mr. Covacic also stated that he believes trees that are straddling

the property line should remain, and that dust control measures be considered when development occurs.

- Herb Haldane, Otter Point resident, provided examples of other properties in the District of Sooke that border Agricultural Land Reserve properties where the onus of a buffer is not on the residential land owner. Mr. Haldane stated that does not support the requirement of a buffer on this property.
- Michael Volk, applicant, spoke regarding the history of the property and difficulties experienced because of the existing covenants. Mr. Volk stated that by removing the existing covenants, the Phased Development Agreement will also be removed. The current owners have an interested buyer who would like to purchase the property with any necessary Development Permit and Phased Development Agreement, as they would like to develop the property.

The Mayor called for a second and third time for public submissions to the Public Hearing regarding Bylaw No. 662, *6978 West Coast Road Phased Development Agreement Authorization Repeal Bylaw* (461-1). Hearing none, the Public Hearing was closed at 8:16 p.m.

Council discussion:

- Clarification that the requirements for setback distance, tree and fence requirement was a condition of Council at rezoning.
- Discussion of other properties that border Agricultural Land Reserve parcels and the requirements for fences, setbacks and hedging.
- Issues regarding fencing between neighbouring properties will be dealt with at the Development Permit phase.

2017-204
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council grant Third Reading to *6978 West Coast Road Phased Development Agreement Authorization Repeal Bylaw No. 662 (461-1).*

CARRIED.

In Favour: Councillor Logins, Councillor Pearson, Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Reay

2017-205
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council adopt *6978 West Coast Road Phased Development Agreement Authorization Repeal Bylaw No. 662 (461-1).*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-206
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Council approve the release of the following S.219 covenants associated with the property located at 6978 and Lot B West Coast Road:

- CA1877305;

- CA1877307;
- CA1997992; and
- CA1997994;

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

8. BYLAWS

8.1. Bylaw No. 665, Zoning Amendment Bylaw (600-36) - 6671 Wadams Way

2017-207
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT COUNCIL give First and Second Readings to *Zoning Amendment Bylaw No. 665 (600-36),* to rezone 6671 Wadams Way from Large Lot Residential (R1) to Community Facilities (P2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Reay

2017-208
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 665 (600-36),* in accordance with section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

8.2. Bylaw No. 668, Sooke Core Sewer Specified Area Amendment (147-31) - Proposed Boundary Adjustment for 2295 Phillips Road

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

Council discussion:

- Council previously requested a report on costs associated with connecting to the municipal sewer system, in order to ensure that connection fees are adequate. Staff has been waiting for the Official Community Plan process to define community growth areas before bring back a comprehensive report.

2017-209
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT COUNCIL receive the Petition for Local Area Service for the property located at 2295 Phillips Road (legally described as that part of Parcel C (DD 50836I) Section 27 Sooke District Lying East of Phillips Road).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-210
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT COUNCIL give First, Second and Third Readings to *Sooke Core Sewer Specified Area Amendment Bylaw No. 668 (147-31)*.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-211
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Council implement a hold on receiving further petitions for Local Area Service for Sooke Core Sewer Specified Area amendments until the Sewer Connection fees have been amended.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: Mayor Tait

8.3. **Bylaw No. 671, Zoning Bylaw Amendment -2455 Phillips Road/6334 Riverstone Drive (600-38)**

Councillor Berger declared a conflict of interest with this agenda item, and left the meeting at 8:34 p.m.

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

Council discussion:

- Clarification that the subdivision plan has not been filed yet, and that larger lots would be permitted to have suites. Council does not desire increased density that would place additional demands on the sewer system.
- Multi-family units will be reduced across the entire Sunriver development, from 100 to 44.

2017-212
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT COUNCIL give First and Second Readings to *Zoning Amendment Bylaw No. 671(600-38);*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

2017-213
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 671(600-38)* and for a Modification Agreement to Covenant CA4056986 in accordance with section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

Councillor Berger returned to the meeting at 8:43 pm.

9. REPORTS REQUIRING ACTION

9.1. Multi-purpose Tractor Purchase

2017-214
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council approve Island Tractor and Supply as the successful proponent under the request for quotes for the purchase of a multi-purpose tractor in the amount of $59,065 + taxes.

CARRIED.

In Favour: Councillor Pearson, Councillor Reay, Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, and Councillor Parkinson

9.2. Community Amenity Contribution Policy

Council discussion:

- The BC Ministry of Community, Sport and Cultural Development has a Best Practices guideline on Community Amenity Contributions, which can be used in place of a District policy.
- Request that staff will work with individual subdivision applicants to determine any Development Cost Charge requirements.

2017-215
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council repeal the Community Amenity Contribution Policy.

CARRIED.

In Favour: Councillor Pearson, Councillor Reay, Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, and Councillor Parkinson

9.3. **Road Rehabilitation Projects 2017**

The Development Services department provided an overview of the written staff report. Staff clarified that pothole remediation will also be undertaken as the weather permits.

Council Discussion:

- Discussion of additional roads that require rehabilitation, including Charters, Murray, Sooke River Road, and Water Street.

2017-216
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council direct staff to proceed with designing and tendering road rehabilitation projects on prioritized roads referenced in the report dated May 23, 2017, entitled "Road Rehabilitation Projects 2017".

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

9.4. **Anti-Bullying & Harassment Policy**

Removed from agenda.

10. REPORTS FOR INFORMATION

10.1. **Code of Ethics Policy**

Removed from agenda.

11. COMMITTEE RECOMMENDATIONS

11.1. **Official Community Plan Update**

2017-217
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council, upon recommendation from the Committee of the Whole, receive the *Official Community Plan Review Update* report dated May 1, 2017, for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

12. CORRESPONDENCE

Correspondence Received May 3 - May 16, 2017

2017-218
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT the correspondence received May 3 to May 16, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-219
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council direct staff to prepare a report regarding RU4 zoning, including Nagle Road.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

13. COUNCIL AND CAO VERBAL REPORTS

13.1. Councillor Reay reported on:

- Attending the Vancouver Island Regional Library Executive meeting on April 28.
- Attending the Sooke Region Library Open House held on May 2 at the Sooke Community Hall.
- Touring two radio site locations in Victoria and Esquimalt as a member of CREST.
- Attending the SEAPARC meeting on behalf of Councillor Berger. Demamiel Creek Golf Course is now offering Senior's Day pricing on rounds of golf Moday - Friday.

Mayor Tait reported on:

- The Primary Health Care Services Working Group is meeting this week to continue work on establishing a Sooke Region Primary Care Home.
- An event will be held at the Sooke Community Hall to discuss Medical Marijuana in June.
- Councillor Berger will attend the Edward Milne Community School graduation ceremony on behalf of Mayor and Council.
- A tourism plan for the Pacific Marine Circle Route is underway, with representatives from the Sooke region.
- The UBCM President's Committee will meet via conference call to discuss the outcome of the provincial election and the next steps for UBCM.
- Potential for establishment of a Community Development Committee to focus on emerging issues in development community, as well as the re-establishment of the Sooke Program of the Arts Committee.

Councillor Berger reported on:

- The Notice of Motion from tonight's meeting could be tasked to the newly formed Community Development Committee.

The Acting Chief Administrative Officer reported on:

- Attending the Local Government Management Association conference in Penticton.
- Welcoming new General Support Clerk, Sharon Evans, to the staff.

14. NOTICES OF MOTION

14.1. **Rezoning and Development Application Forms**

- Notice of motion from Councillor Bev Berger

2017-220
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council direct staff to bring the Rezoning and Development application forms back to Council, or a committee as appropriate, for discussion and update.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

15. ADJOURNMENT

15.1. **2017-221**
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT the meeting, be adjourned at 9:46 pm.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
May 29, 2017 6:30 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Brent Blackhall, Director of Financial & Corporate Services, Acting CAO
Patti Rear, Acting Corporate Officer
Rob Howat, Director of Development Services
Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Berger

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

2017-222
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT the agenda for the May 29, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

3. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no items for this meeting.

4. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-223
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT this meeting be closed to the public under section 90(1)(c) and (k) of the *Community Charter* as it pertains to labour relations and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

The Meeting was closed to the public at 6:35 p.m.

5. CALL TO ORDER - OPEN PORTION

The meeting was recessed at 7:08 p.m. (proceeded into Committee of the Whole).

The meeting reconvened at 9:46 p.m.

6. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-224
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT this meeting be closed to the public under section 90(1)(c) and (k) of the *Community Charter* as it pertains to labour relations and negotiations.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

The meeting was re-opened to the public at 10:08 p.m.

7. UNFINISHED BUSINESS

There were no items for this meeting.

8. RISE AND REPORT OF IN-CAMERA ITEMS

There were no items for this meeting.

9. ADJOURNMENT

2017-225
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the Special Council meeting of May 29, 2017 be adjourned at 10:08 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
June 12, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Councillor Berger
Councillor Kasper
Councillor Parkinson
Councillor Pearson
Councillor Reay
Mayor Tait

ABSENT:
Councillor Logins

STAFF PRESENT:
Brent Blackhall, Acting Chief Administrative Officer/ Director of Finance & Administration
Patti Rear, Acting Corporate Officer
Rob Howat, Director of Development Services
Katherine Lesyshen, Planner II
Danica Rice, Planner II
Jennifer Royer-Collard, Corporate Services Assistant

1 CALL TO ORDER

Mayor Tait called the meeting of Council to order at 6:45 p.m.

2 MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-226
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1) (c), (g), and (k) of the *Community Charter* as it pertains to labour, legal, and negotiations.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

The Regular meeting of Council was closed to the public at 6:46 p.m.

3 CALL TO ORDER - OPEN PORTION

The Regular meeting of Council returned to the open portion, and was called to order at 7:04 p.m.

4 NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplemental Agenda was received with Approval of the Agenda.

- Item No. 13.8 - Development and Engagement Committee;
- Item No. 13.9 - Statement of Financial Information (SOFI) Report;
- Item No. 14.1 - Sooke Fall Fair Traffic Flow.

5 APPROVAL OF THE AGENDA

2017-227
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the agenda for the June 12, 2017 Regular meeting of Council, be adopted with the addition of the New Business and Supplemental Agenda items.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

6 ADOPTION OF MINUTES

6.1 Minutes of the May 23, 2017, Regular meeting of Council.

Councillor Reay requested a change in the meeting minutes, of May 23, 2017, Item No. 13.1: That the third bullet under her report read ' Victoria and Esquimalt', replacing Westshore.

2017-228
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the minutes of the May 23, 2017 Regular meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

6.2 Minutes of the May 29, 2017, Special meeting of Council.

2017-229
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the minutes of the May 29, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

6.3 **Minutes of the May 29, 2017, Committee of the Whole meeting.**

2017-230
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT the minutes of the May 29, 2017 Committee of the Whole meeting, be received for information.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

Council discussed the movement of Item No. 13.2 *Community Consultations for Draft OCP Land Use Designations.*

2017-231
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Item No. 13.2, *Community Consultations for Draft OCP Land Use Designation,* be moved to immediately follow the Public Question and Comment Period.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

7 DELEGATIONS

7.1 **Municipal Marketing Mix**

- Mary Brooke, West Shore VOICE News

Ms. Brooke addressed Council and spoke regarding the services of print and online 'newspaper', providing an overview of public relations deliverance, available media options, reader accessibility, and the outflow of information. Ms. Brooke provided an overview of her professional background in journalism, the benefits of using the local services available for advertising and marketing and highlighting the options utilized to reach a variety of audiences.
Ms. Brooke asked Council to consider approaching UBCM, requesting a change in the definition of newspaper, to include online media, under the legislative acts.

7.2 **West Coast Road Property Strata Plan**

- Herb Haldane, Haldane Homes, and Julie Pedneault, the applicant.

Mr. Haldane addressed Council and spoke regarding the strata conversion application for the property on West Coast Road. He sought clarity on what Council requires to move ahead. It was noted that highways does not allow a second driveway off of West Coast Road, thus the property would be required to stay as a strata, with common property. Mr. Haldane expressed concern with the lack of clarity in the definition of 'common wall' as it pertains to duplex's in the Building Bylaw.

A building permit has been submitted for the new house that is being built on the property.

Council discussion:

- Lack of concrete process of how a strata conversion applications occur;
- Affordable housing issue - positive project to community (lost around common wall);
- Concerns with setting a standard; need to uphold District bylaw and requirements;
- Authority to grant approval, subject to the land division that is in process currently;
- Lack of applicable documentation:
    - Requirements to move forward: Engineering report, building permit, completed application, proposed strata map, strata act conversion and any further information that the application deems applicable.

2017-232
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT Council direct staff to bring forward the application and all applicable information for a Strata Conversion on 6743 West Coast Road to the next Regular Council meeting.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

8 UNFINISHED BUSINESS

There were no items presented.

9 PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Margarita Dominguez, Sooke Resident, spoke in support of Item No.7.1, *Municipal Marketing Mix*, noting language barriers and social impacts.

2. Frances Dash, Sooke Resident, spoke in support of Item No. 7.1, regarding an equal distribution of media.

3. Jeff Bateman, Sooke Resident, spoke in support to Item No. 7.1, and Item No. 16.1 *Correspondence* with regards to tree protection. Also offered congratulations on the well drafted Annual Report.

4. Britt Santowski, Sooke Resident, spoke in support of Item No. 7.1, agreeing that paper is an old medium and supported the suggestion of approaching UBCM.

5. Herb Haldane, Otter Point Resident, spoke to Item No. 12.3, *7004 Melrick Place*, expressing that a lack of suites permitted would lead to illegal suites, and that road allocations/ parking issues in subdivisions, needs to be addressed.

13.2 **Community Consultations for Draft OCP Land Use Designations**
RPT - 2017-0081

The Development Services department provided a PowerPoint presentation and overview of the written staff report. Highlighting the following progress of the District's Official Community Plan:

- Public engagements;
- Draft goals and directions;
- Future of Sooke's overall appeal and housing options;
- Planning direction for neighborhoods and land use (draft concept map);
- Draft Official Community Plan for Land Use Designation.

Council discussion:

- Media Release for upcoming engagement opportunities;
- Legal and statutory requirements of the Official Community Plan available to the public;
- Draft of the final map;
- Flow of items identified.

2017-233
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council receive the June 12th, 2017 *Official Community Plan(OCP)* community consultation schedule for information, and support staff with regard to receiving public input on the draft Land Use Designations Map, Land Use Descriptions and a long-range neighborhood-based approach to planning in Sooke.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

Danica Rice left the meeting at 8:13 p.m.

10 PUBLIC HEARINGS AND RELATED BYLAWS

10.1 **6671 Wadams Way - Bylaw No. 665, *Zoning Amendment Bylaw (600-36)***

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

Mayor Tait called the Public Hearing for Bylaw No. 665, *Zoning Amendment Bylaw (600-36)*, 6671 Wadams Way, to order at 8:15 p.m.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Public submission:

- Vince Duobaitis, Sooke Resident, hand delivered a letter to the front desk at the District office on June 8, 2017 which was not included for this meeting. Mr. Duobaitis expressed concerns with the lack of commercial component to the rezoning and a missed opportunity for Public-Private Partnerships for future growth. That the unknown usage for the remainder of the property leaves the public with lack of knowledge regarding future impacts on area residents.
- Herb Haldane, Otter Point Resident, expressed that the application process for this property rezoning should become the template for all applications moving forward. Private sector seems to get the different treatment and a streamlined process is required.

The Mayor called for a second and third time for public submissions to the Public Hearing regarding Bylaw No. 665, *Zoning Amendment Bylaw (600-36),* 6671 Wadams Way. Hearing none, the Public Hearing was closed at 8:22 p.m.

Council discussion:

- Public turn out to the meeting for this property rezoning;
- Maximum usage of property;
- Partnership with the public and shaping lot for future usage;
- Committee formation for property development plans;
- Clarification that the property is in the town center (core area) and, a P2 zoning allows for the best option for re-zoning since future property use remains unknown at this time.

2017-234
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT Council give Third Reading to Bylaw No. 665, *Zoning Amendment Bylaw (600-36).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

11 PUBLIC INPUT MEETINGS AND RELATED REPORTS

There were no items for this section.

12 BYLAWS

12.1 **Sooke Core Sewer Specified Area Amendment Bylaw No. 668 (147-31) - 2295 Phillips Rd**

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

2017-235
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT Council adopt the *Sooke Core Sewer Specified Area Amendment Bylaw (147-31).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

12.2 **Sooke Core Sewer Specified Area Proposed Boundary Adjustment - 7004 Melrick Place**
RPT - 2017-0057

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

Council discussion:

- Past history of the property, requirements, and subdivision;
- Clarification that the southern portion of the property, as identified in the map, is the only section for rezoning.

2017-236
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Council receive the Petition for Local Area Service for the property located at 7004 Melrick Place (legally described as Lot 1, Section 21, Sooke District, Plan EPP63813);

AND THAT Council give first, second and third reading to Bylaw No. 669, *Sooke Core Sewer Specified Area Amendment Bylaw (147-32).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

12.3 **Zoning Amendment Bylaw No. 675 - 7004 Melrick Place**
RPT - 2017-0082, PLN01297

The Director of Development Services provided a PowerPoint presentation and overview of the written staff report. Providing details regarding the geotechnical report, proposed application details, concept plan, secondary suites, and identifying potential parking areas.

2017-237
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the applicant, specifically Michael Volk, be invited to address questions of Council regarding the application for 7004 Melrick Place.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

Council discussion:

- Covenant options may be restricting, regarding secondary suites:
  - Home size (rancher style, retirement options, may eliminate potential suites).
- Desire for affordable housing;
- Concerns with parking, congestion on road:
  - Common property lot within the area for parking.
  - Increased property parking.

Prior to the Public Hearing, a parking scheme is requested to be brought before Council. Staff are to meet with the applicant and address available options.

2017-238
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council give First and Second Readings to *Zoning Amendment Bylaw No. 675 (600-39)* for the purpose of amending the zoning on the property located at 7004 Melrick from Rural (RU2) and Rural Residential (RU4) to Small Lot Residential (R3);

AND THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 675 (600-39),* in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

12.4 **6717 & 6723 Ayre Road - Rezoning Application**
RPT - 2017-0072, PLN01311

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

2017-239
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT the applicant, specifically John Salenski, be invited to address questions of Council regarding the application for 6717 & 6723 Ayre Road.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

Council discussion:

- Affordable housing contribution and possibility of waving it;
- Zoning ratio and affordable housing plans;
- Sufficient parking area for allotted units.

Staff addressed:

- Options provided to applicant regarding the affordable housing contribution;
- Monies collected are deposited into the community amenities reserve fund.

2017-240
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council give First and Second Readings to *Zoning Amendment Bylaw No. 670 (600-37)* to rezone 6717 & 6723 Ayre Road from Large Lot Residential (R1) to High Density Multi Family 3 (RM3);

AND THAT Council direct staff to a scheduled a Public Hearing for *Zoning Amendment Bylaw No. 670 (600-37)* in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

Katherine Lesyshen left the meeting at 8:53 p.m.

12.5 **Sewer Connection Charges - Bylaws 673 and 674**
RPT - 2017-0075,

The Director of Finance provided an overview of the written staff report, highlighting where the expansion funds were previously allocated and where they will be reallocated to.

Council discussion:

- Increase costs with sewer expansion;
- New development properties requirement fees.

2017-241
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council give First, Second and Third Readings to *Bylaw 673, Sooke Core Sewer Specified Area Mandatory Connection Amendment Bylaw, 2017 (281-3).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

2017-242
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT Council give First, Second and Third Readings to *Bylaw 674, Sewer Expansion Reserve Fund.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

2017-243
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council authorize the transfer of $25,200 from the *Sewer Reserve Fund* to the *Sewer Expansion Reserve Fund.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13 REPORTS REQUIRING ACTION

13.1 Development Permit Amendment - 6995 Nordin Road (Phase 6)

RPT - 2017-0062, PLN01312

The Director of Development Services provided an overview of the written staff report. Highlighting the adjustments of the number of units and landscaping changes.

2017-244
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Council authorize issuance of Development Permit Amendment PLN01312 for the purpose of amending Development Permit for 6995 Nordin Road (Phase 6) with updated elevation drawings, site plan and landscaping.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13.3 Broomhill Park Equipment

RPT - 2017-0071

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

Council discussion:

- Repairs to connections could be completed by local fabricator;
- Areas of equipment issues;
- Municipal Insurance Association of British Columbia (MIA) standards;
- In-house capabilities for removal of the equipment;
- Funding/ budget for this replacement:
  - Public spaces and enhancement line-item.
  - Capital project.

2017-245
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council direct staff to prepare request for quotes for the removal of the current play structure located at Broomhill Park AND for the purchase and installation of new play equipment to be located at this same site.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13.4 **Council Liaison Update - Regional & Community Organizations**
RPT - 2017-0074

Council discussion:

- Clarification on type of committees;
  - CRD MOU Working Group (in-active)
  - Mayor's Economic (in-active)
  - ORV (in-active)
- Meeting minutes and further details of what would be required of the liaison, for the remaining committee should be brought forward when obtained.

2017-246
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council appoint a Council Member for each Regional and Community Organization that requested a liaison, as follows:

- Councillor Berger - Sooke Region Literacy Project
- Mayor Tait - Victoria Family Court & Youth Justice Committee
- Councillor Parkinson - Wildlife Conflict Reduction Working Group

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13.5 **Travel Related Expenses Policy, 2017**
RPT - 2017-0078

The Acting Corporate Officer provided an overview of the written staff report, explaining that current policy only pertains to Council and not employees.

Updating to be inclusive to all. Setting mileage Canada Revenue standards and using other Local Government best practices.

Council discussion:

- District employees missing from p.203 (17 of 19), only refers to Council;
  - Adjustments will be made for fluidity.
- Clarification as to vehicle usage and claiming mileage within District boundaries:
  - Mileage only claimed, within the boundaries, if a business vehicle is not available.
- Meals; statement that expenses may be forwarded to Council for approval (expense claim submitted to staff for review);
- Blanket policy affects everyone differently;
- Schedule B-Vehicle Type, reason for collection information regarding carbon/climate action data.

2017-247
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council rescind Policy 1.5 *Council Expenses Policy, 2008;*

AND THAT Council adopt Policy 5.7, *Travel Related Expenses Policy, 2017,* with amendments;

AND FURTHER THAT Council amend Section 23 of the *Purchasing and Disposal of Assets Policy No. 5.6,* to make reference to the Travel Related Expenses Policy.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13.6 **Updated Statutory and Permissive Tax Exemption Policy**
RPT - 2017-0064

The Acting Corporate Officer provided an overview of the written staff report.

2017-248
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council adopt the updated *Statutory and Permissive Tax Exemption Policy No. 5.3.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13.7 **2016 District of Sooke Annual Report**
RPT - 2017-0076

2017-249
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council direct staff to post the District of Sooke 2016 Annual Report to the District's website for public inspection as per section 97 of the *Community Charter;*

AND TO schedule consideration of public submissions regarding the *District of Sooke 2016 Annual Report* at the Regular Meeting scheduled for June 26, 2017, as per s. 99 of the *Community Charter;*

AND TO publish notice of this meeting as per s. 94 & 99 of the *Community Charter.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13.8 **Community Development and Engagement Committee**

Council discussion:

- Changes previously identified, have been executed;
- Advertisement, next step in the process;
- Members application;
- Clarification that the *Community Charter* places the establishment of the standing committees and appointment of persons to the committee, under the Mayors consideration. However, the Mayor will look to Council for feedback on public member applications.
- Statutory requirements knowledge is desired from applicants.

2017-250
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT Council approve the Terms of Reference for the Development and Engagement Committee;

AND THAT Council direct staff to advertise for public submissions to the Committee on the District website and the local media outlets, specifically Sooke News Mirror, Sooke Pocket News and West Shore VOICE News.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

13.9 **Statement of Financial Information (SOFI) Report**

2017-251
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT Council receive the District of Sooke 2016 Statement of Financial Information (SOFI) Report for information;

AND THAT staff are directed to post the report on the District's website.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

14 REPORTS FOR INFORMATION

14.1 **Sooke Fall Fair Traffic Flow**

Council discussion:

- Costs associated with the project:
  - Report to come forward with details and accurate funding allocations.

2017-252
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council, upon recommendation from the Committee of the Whole, direct staff to prepare a report on the placement of bollards on Gatewood Road to allow for temporary traffic pattern changes during events;

AND THAT the report includes recommendations for safety considerations associated with the temporary use of the Gatewood Road extension.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

15 NEW BUSINESS

No items were presented.

16 CORRESPONDENCE

16.1 **Correspondence from May 18, 2017 - June 7, 2017.**

2017-253
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT the correspondence received May 18, 2017, to June 7, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

2017-254
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT the letter dated May 23, 2017 from Team BC/ Juan de Fuca Refugee Sponsorship Committee and the letters dated May 17 & 19, 2017 regarding protection of treed lot in Whiffin Spit area.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

Council discussion:

- Council requested that staff to prepare a draft letter to the Prime Minister of Canada and Minister of Immigration, Refugees and Citizenship, in support of Team Sooke/ Juan de Fuca Refugee Sponsorship Committee's request. Which will be brought to the next Regular Council meeting.
- Tree Protection Bylaw; pros and cons, receiving all the facts prior to speculation, the potential issues that could arise with implementation and difficulties (associated costs) with enforcement.

16.2 **Petition for Gatewood Road Extension**

Council discussion:

- The unknown costs concerns;
- Road connectivity, alternative options in the area;
    - Eustace to Eustace, ALR land maybe an alternative.

2017-255
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council receive the petition dated May 29, 2017, containing 85 names, 65 of those being Sooke residents, petitioning for a road extension on Gatewood Road from Eustace Road to Grant Road.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

2017-256
MOVED by Councillor Reay, seconded by Councillor Berger:
AMENDED MOTION
THAT Council direct staff to examine inclusion, for the 2018-2022 Five-Year Financial Plan, a road extension for Gatewood Road from Eustace Road to Grant Road.

CARRIED.

In Favour: Councillor Berger, Councillor Reay, Councillor Kasper, Councillor Pearson, and Mayor Tait
Absent: Councillor Logins

17 COUNCIL AND CAO VERBAL REPORTS

Councillor Parkinson

- Updated Council regarding Canada Day celebrations planned in Sooke; parade starts at noon, with activities starting earlier in the day and a pancake breakfast in the morning.

Councillor Reay

- Attended Federation of Community Municipalities, further details will be provided at an upcoming meeting.

Councillor Berger

- Attended the Edward Milne Community School (EMCS) grad ceremony, as the Acting Mayor.

Councillor Pearson

- JDF water commission June 6th, better shape than last year, restrictions to be implemented, repair and leaking on private property exemption.

Mayor Tait

- Further update at next meeting from FCM. Expressed interest in researching seasonal adornment now to ensure availability and budget. Self cleaning washroom in the community; John Phillips Memorial Park and the Boat Launch were identified as key locations. Regional Health network movement (awaiting concrete statistical data). Attended Juan de Fuca Water Quality meeting on June 6, 2017.

2017-257
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council direct staff to prepare a report on seasonal lighting and self-cleaning washroom options, and associated costs, to a future Regular meeting of Council.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

18 MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-258
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1) (c), (g), and (k) of the *Community Charter* as it pertains to labour, litigation, and negotiations.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

The meeting was reopened to the public at 11:40 p.m.

19 REPORT OF RELEASED IN-CAMERA RESOLUTIONS

Report of released In-Camera Resolutions
The following resolution from the Meeting of May 15, 2017, was released for public information:

2017-85-IC
THAT Council direct staff to pay the invoices for IAFF negotiation fees received from Innova Strategy Group and Morweena Holdings totaling $14,910.00 (before GST) from the 2017 Legal budget;

AND THAT Council authorize an extension of these contracts to June 30, 2017.

20 ADJOURNMENT

2017-259
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the Regular meeting of Council be adjourned.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait
Absent: Councillor Logins

The meeting was adjourned at 11:41 p.m.

Maja Tait
Mayor

Certified Correct

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
June 19, 2017 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Councillor Berger
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Pearson
Councillor Reay

ABSENT:
Mayor Tait

STAFF PRESENT:
Brent Blackhall, Director of Financial & Corporate Services, Acting CAO
Patti Rear, Acting Corporate Officer
Rob Howat, Director of Development Services
Kenn Mount, Fire Chief & Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no items for this section.

3. APPROVAL OF THE AGENDA

2017-261
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT the agenda for the June 19, 2017, Special meeting of Council be adopted as circulated.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait

4. NEW BUSINESS

There were no items for this section.

5. REPORTS REQUIRING ACTION

5.1. Letter of Support Request - New Horizons Grant

Councillor Kapser provided an overview of the letter of support request, highlighting that there is no financial commitment. The deadline for the grant will occur prior to the next Regular meeting of Council, thus the addition to this agenda.

2017-262
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council direct staff to prepare a letter for the Mayor's signature, in support of the *Sooke Seniors Connect* grant application to the New Horizons for Seniors federal funding program.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait

6. NOTICES OF MOTION

There we no items for this section.

7. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-263
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1) (e), (g), (l), and (k) of the *Community Charter* as it pertains to land, litigation or potential litigation, solicitor-client privilege, and negotiations.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait

The meeting was closed to the public at 6:05 p.m.

8. CALL TO ORDER - OPEN PORTION

The meeting was re-opened to the public at 10:56 p.m.

9. ADJOURNMENT

2017-264
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the June 19, 2017 Special meeting of Council, be adjourned.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait

The meeting was adjourned at 10:57 p.m.

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
June 26, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Tait	Brent Blackhall, Acting Chief Administrative Officer
Councillor Berger	Rob Howat, Director of Development Services
Councillor Kasper	Kenn Mount, Fire Chief & Director of Community Safety
Councillor Logins	Patti Rear, Acting Corporate Officer
Councillor Parkinson	Tara Johnson, Planner II
Councillor Pearson	Katherine Lesyshen, Planner II
Councillor Reay	Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2017-265
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT the agenda for the June 26, 2017 Regular Meeting of Council, be adopted, with the following amendments:

- Removal of Item 5.1 Delegation from Sooke Transition House Society
- Addition of New Business/Supplemental Information:
  - 7.1 Correspondence received June 25, 2017 from B. Penner and P. Godbout
  - 7.2 Correspondence received June 25, 2017 from B. Cougler Blom and R. Blom.
  - 14.2 Correspondence from Capital Regional District re: RGS Dispute Resolution Process
  - 14.3 Correspondence received June 9, 2017 from L. Monnington
- Item 9.3 Bylaw No. 673 and Item 9.4 Bylaw No. 674, be moved to immediately prior to Item 9.1 Bylaw No. 677

CARRIED.

In Favour: Councillor Berger, Councillor Pearson, Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Reay

4. ADOPTION OF MINUTES

Minutes of the Special meeting of Council:

- June 19, 2017 Special Council meeting

2017-266
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT the minutes of the June 19, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Mayor Tait, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay

5. DELEGATIONS

5.1. Sooke Transition House Society

- Arlene Rees

This item was removed from the agenda.

6. PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from members of the public.

7. PUBLIC HEARINGS AND RELATED BYLAWS

7.1. PH-1 Bylaw No. 670, *Zoning Amendment Bylaw (600-37)* - 6717 & 6723 Ayre Road

The Development Services department provided a PowerPoint presentation and overview of the written staff report and stated that one letter was received by staff, opposing the rezoning.

Mayor Tait called the Public Hearing for Bylaw No. 670, *Zoning Amendment Bylaw (600-37)*, 6717 & 6723 Ayre Road, to order at 7:08 p.m.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Public Submissions:

- Brian Penner, Sooke resident and neighbouring property owner, spoke against the proposed development. Mr. Penner indicated that he believes the development will add to existing parking and traffic problems in the neighbourhood, and will decrease his property value.

The Mayor called a second time for submissions to the Public Hearing regarding Bylaw No. 670, *Zoning Amendment Bylaw (600-37)*, 6717 & 6723 Ayre Road.

Public Submissions:

- Herb Haldane, Otter Point resident, spoke regarding consideration for recession planes listed in the Public Hearing package. Mr. Haldane indicated he believes that recession planes are intended as a consideration on the water side of Sooke/West Coast Road only.

The Mayor called a third time for submissions to the Public Hearing regarding Bylaw No. 670, *Zoning Amendment Bylaw (600-37),* 6717 & 6723 Ayre Road. Hearing none, the Public Hearing was close at 7:11 p.m.

Council discussion:

- Parking is an ongoing issue in the town centre. Staff provided clarification that 1.5 parking spaces are required per unit developed, for a total of 15 parking spaces created on site.
- Discussion regarding the $5,000 amenity contribution for affordable housing. The Official Community Plan has a requirement for 10% of residential developments to be dedicated to affordable housing units. Staff worked with the applicant to determine a monetary contribution.
- Clarification regarding requirement for recession plans.

2017-267
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Bylaw No. 670, *Zoning Amendment Bylaw (600-37)* - 6717 & 6723 Ayre Road, be read a third time.

CARRIED.

7.2. **PH-2 Bylaw No. 671, *Zoning Amendment Bylaw (600-38)* - 2455 Phillips Road/ 6334 Riverstone Drive**

Councillor Berger declared a conflict of interest and left the meeting at 7:17 pm.

The Development Services department provided a PowerPoint presentation and overview of the written staff report, and indicated that one letter was received by staff, in support of the rezoning.

Mayor Tait called the Public Hearing for Bylaw No. 671, *Zoning Amendment Bylaw (600-38),* 2455 Phillips Road/ 6334 Riverstone Drive, to order at 7:23 p.m.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Public Submissions:

- Herb Haldane, Otter Point resident, inquired as to the affordable housing contribution requirement for this development. Mr. Haldane stated that multi-

family homes are generally more affordable and are being reduced by this application.

The Mayor called a second and third time for submissions to the Public Hearing regarding Bylaw No. 671, *Zoning Amendment Bylaw (600-38),* 2455 Phillips Road/ 6334 Riverstone Drive. Hearing none, the Public Hearing was closed at 7:25 pm.

Council discussion:

- Clarification regarding "remainder section 29" outlined on the property map, which is to provide access from the extension of Riverstone Drive.
- Staff advised that the affordable housing contribution is in the form of small, single family lots.

2017-268
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Bylaw No. 671, *Zoning Amendment Bylaw (600-38)* - 2455 Phillips Road/ 6334 Riverstone Drive, be read a third time.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

Absent: Councillor Berger

Councillor Berger returned to the meeting at 7:26 p.m.

Tara Johnson and Katherine Lesyshen left the meeting at 7:32 p.m.

8. PUBLIC INPUT MEETINGS AND RELATED REPORTS

8.1. PI-1 District of Sooke 2016 Annual Report

The Acting Corporate Officer provided a PowerPoint presentation and overview of the 2016 Annual Report.

Public Input:

- Gail Hall, Sooke resident, addressed Council and expressed concerns regarding:
  - Scheduling of the Annual Meeting.
  - Loss of community engagement opportunities, task forces and committees.
  - Changes to the District's website.
  - Amenity contribution requirements.
  - Reporting on improvements to public infrastructure.
  - Expenditures for office furniture and equipment.

Council discussion:

- Mayor Tait stated that 2016 was a year of change and growth, and acknowledged that the year was not without it's challenges, however progress

was made towards strategic goals. Mayor Tait expressed appreciation to municipal staff.

2017-269
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council approve the District of Sooke 2016 Annual Report.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

9. BYLAWS

9.1. Bylaw No. 677 (147-33), *Sooke Core Sewer Specified Area Amendment Bylaw* - 7053 Maple Park Terrace

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

Council discussion:

- Capacity for sewer connections in the Maple Park Terrace area.
- Confirmation that property owner aware that sewer connection fees would be in accordance with new sewer connection fees adopted at this meeting.

2017-270
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT COUNCIL receive the Petition for Local Area Service for the property located at 7053 Maple Park Terrace (legally described as Lot 11, Section 21, Sooke District, Plan VIP70196 PID: 024-741-558).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-271
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT COUNCIL give First, Second and Third Readings to Bylaw No. 677, *Sooke Core Sewer Specified Area Amendment Bylaw (147-33).*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

9.2. Bylaw No. 665 (600-36), *Zoning Amendment Bylaw* - 6671 Wadams Way

2017-272
MOVED by Councillor Berger, seconded by Councillor Reay:
THAT Council adopt *Zoning Amendment Bylaw No. 665 (600-36)* - 6671 Wadams Way.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

9.3. **Bylaw No. 673 (281-3), *Sooke Core Specified Area Mandatory Connection Amendment***

2017-273
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council adopt *Sooke Core Sewer Specified Area Mandatory Connection Amendment Bylaw No. 673 (281-3)*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

9.4. **Bylaw No. 674, *Sewer Expansion Reserve Fund Bylaw***

2017-274
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Council adopt *Sewer Expansion Reserve Fund Bylaw No. 674.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

10. REPORTS REQUIRING ACTION

10.1. **Maple Ave. South to Nordin Road Pedestrian Connection**

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

Council discussion:

- Construction of a pedestrian walkway on the north side of West Coast Road will require additional drainage work, as opposed to the south side. Construction along the south side would reduce boat launch parking along West Coast Road.
- The Ministry of Transportation and Infrastructure should be approached to partner on improvements along their roadways, and the District of Sooke can focus on improvements to municipally owned infrastructure.
- Discussion of road and sidewalk improvements currently underway.

2017-275
MOVED by Councillor Logins, seconded by Councillor Kasper:
THAT Council direct staff to approach the Ministry of Transportation and Highways to explore a potential cost sharing agreement to address the north and south side sections of West Coast road and sidewalks from Otter Point Road to Whiffin Spit Road.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

10.2. **6743 West Coast Road - Proposed Strata Conversion**

2017-276
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council approve the strata conversion application for 6743 West Coast Road in principal, subject to final registration of the subdivision of Lot 1, Section 3, Plan 24215; and subject to completion of the engineering requirements as outlined by Precision Engineering.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

10.3. **Shoulder Walkway Delineators**

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

2017-277
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT Council direct staff to transfer $20,000 from the 2017 Rainwater Management Program budget to the 2017 Road and Sidewalk Improvement budget.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

10.4. **Letter of Support - Mouck Marine Energy Production Ltd.**

2017-278
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council approve the letter of support for Mouck Marine Energy Production Ltd, which is included in the June 26, 2017 Report to Council entitled "Letter of Support - Mouck Marine Energy Production Ltd."

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

10.5. **Refugees Sponsorship Program Letter**

2017-279
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council direct staff to send the letter of support, regarding Team Sooke/ Juan de Fuca Refugee Sponsorship Committees request, to the Prime Minister of Canada and Minister of Immigration, Refugees and Citizenship; as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

11. REPORTS FOR INFORMATION

11.1. Sunriver Staircase Procurement

2017-280
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT COUNCIL refer discussion of the report dated June 26, 2017, entitled, "Sunriver Staircase Procurement", to the In-Camera portion of the June 26, 2017 Regular Council meeting.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

12. COMMITTEE RECOMMENDATIONS

12.1. Recommendations from June 19, 2017 Committee of the Whole meeting:

The Development Services Director provide an update regarding the proposed telecommunications towers.

2017-281
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Freedom Mobile compile and address concerns from the Committee of the Whole and the community in a package to staff, regarding the proposed telecommunication tower at 2614 Otter Point Road;
AND THAT a report be brought forward to the July 10, 2017 Regular Council Meeting.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

Councillor Pearson declared a conflict of interest and left the meeting at 8:42 p.m.

2017-282
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Freedom Mobile compile and address concerns from the Committee of the Whole and the community in a package to staff, regarding the proposed telecommunication tower at 5154 Sooke Road;
AND THAT a report be brought forward to a future Regular Council Meeting.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Reay
Absent: Councillor Pearson

2017-283
MOVED by Councillor Berger, seconded by Councillor Reay:
THAT Resolution 2017-280 be amended to state that a report will be brought forward to a future Regular Council meeting, rather than to the July 10, 2017 Regular Council meeting.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Reay
Absent: Councillor Pearson

Councillor Pearson returned to the meeting at 8:49 p.m.

13. NEW BUSINESS

13.1. CRD Regional Growth Strategy:

2017-284
MOVED by Councillor Logins, seconded by Councillor Pearson:
That Council appoint Mayor Tait, with Councillor Kasper as Alternate, as well as Rob Howat, Director of Development Services, as the District of Sooke representatives for the Regional Growth Strategy non-binding dispute resolution process.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

13.2. Correspondence from L. Monnington:

The Development Services staff provided an update and stated they have been in contact with Mr. Monnington to discuss options for sewer servicing. Additional information, including cost estimates, will be brought back to Council for consideration.

2017-285
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT Council receive the correspondence from L. Monnington, for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

14. CORRESPONDENCE

14.1. Correspondence received June 8, 2017 - June 16, 2017

2017-286
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT the correspondence received June 8, 2017 - June 16, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-287
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council direct staff to prepare a report on the condition of Connie Road, including a high level cost estimate for repair, for the July 10, 2017 Regular meeting of Council.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

15. COUNCIL AND CAO VERBAL REPORTS

15.1. Councillor Kasper reported on:

- Attending the Capital Regional District Affordable Housing Forum.

Councillor Parkinson reported on:

- Attending the Capital Regional District Housing Trust Fund meeting.

The Acting Chief Administrative Officer reported on:

- Property taxes are due July 4, 2017. The Municipal Hall will remain open late on June 27 and June 29th until 8:00 p.m. to accommodate tax payments.

16. NOTICES OF MOTION

16.1. There were no Notions of Motion presented for this meeting.

17. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-288
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1)(c) and/or (e) of the *Community Charter* as it pertains to labour and land.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

The meeting was closed to the public at 9:16 p.m.

The meeting was re-opened to the public at 10:54 p.m.

18. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

18.1. There were no items presented for this meeting.

19. ADJOURNMENT

THAT the meeting, be adjourned at 10:55 p.m.

Certified Correct:

Maja Tait
Mayor

Patti Rear
Acting Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
July 10, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	**STAFF PRESENT:**
Mayor Tait	Brent Blackhall, Director of Financial & Corporate Services, Acting CAO
Councillor Berger	Rob Howat, Director of Development Services
Councillor Kasper	Kenn Mount, Fire Chief & Director of Community Safety
Councillor Parkinson	Tara Johnson, Planner II
Councillor Pearson	Jennifer Royer-Collard, Corporate Services Assistant
Councillor Reay	Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Logins

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/Supplemental Agenda to be received with the Approval of the Agenda.

- Item No. 5.1, Zero Waste Sooke - Supplemental
- Item No. 11.1, Gatewood Trail Bollards - New
- Item No. 11.2, Seasonal Adornment - New
- Item No. 12.4, Correspondence regarding proposed Cell Tower at 5154 Sooke Road - Supplemental

3. APPROVAL OF THE AGENDA

2017-289
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT the agenda for the July 10, 2017 Regular meeting of Council, be adopted with the addition of the New Business/ Supplemental Agenda items, and the following amendments:

- Item No. 10.1, RCMP Update, removed from the agenda.
- Item No. 9.1, Freedom Mobile, moved to immediately follow Public Question and Comment Period.
- Item No. 8.4, Bylaw No. 669 (147-32) Sooke Core Sewer Specified Area Amendment Bylaw, be removed from the agenda.
- Addition of Item No. 11.3, Lot A discussion.

- Addition of Item No. 11.4, Volunteer Honorarium.
- Addition of Item No. 11.5, Entry to Sooke Sign.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

4. ADOPTION OF MINUTES

2017-290
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT the minutes of the June 12, 2017 Regular Council meeting, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-291
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the minutes of the June 19, 2017 Committee of the Whole meeting, be received as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-292
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT the minutes of the June 26, 2017 Regular Council meeting, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

5. DELEGATIONS

5.1. **Zero Waste Sooke**

- Update on Zero Waste activities
- Follow-up from Open Spaces Symposium and September 12, 2016 presentation to Committee of the Whole

Jeff Bateman and Jo Phillips, representing Zero Waste Sooke and Sooke Transition Town Society, provided an overview of the written documentation included in the agenda package.

Council discussion:

- Use of space at Kaltasin Works Yard still being determined. Potential for Resource Recovery Centre to be located there.
- Garbage Bylaw under consideration. Focus on public education for time being.
- Strategic locations of water filling stations, potentially at point of water bottle sales. Sooke Region Chamber of Commerce may be interested in partnering with Zero Waste Sooke.

6. UNFINISHED BUSINESS

There were no items presented.

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Michael Volk, Saanich Resident, inquired as to why Council is not meeting over the summer months.
- Marilyn Erickson, Sooke resident, spoke in opposition to the Freedom Mobile communications tower proposed for Sooke Road.

Councillor Pearson declared a conflict of interest related to discussion of the Freedom Mobile communications tower proposed for Sooke Road and left the meeting at 7:23 p.m.

- Devin Banalki, Sooke resident, spoke in opposition to the Freedom Mobile communications tower proposed for Sooke Road.
- Luke Derring, Sooke resident, spoke in opposition to the Freedom Mobile communications tower proposed for Sooke Road.
- Stephen Saunders, Sooke resident, spoke in opposition to the Freedom Mobile communications tower proposed for Sooke Road.
- Erika Richard, employee of Freedom Mobile Communications, addressed Council and spoke regarding challenges in locating communications towers.
- Anna Saunders, Sooke resident, spoke in opposition to the Freedom Mobile communications tower proposed for Sooke Road.

Councillor Pearson returned to the meeting at 7:39 p.m.

2017-293
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council receive the petition dated July 10, 2017, regarding Freedom Mobile Telecommunication Tower at 5154 Sooke Road, containing20signatures, full names and addresses, of Sooke residents;
AND THAT this petition be referred to the proponent and Industry Canada.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Reay
Absent: Councillor Logins, Councillor Pearson

9.1. **5154 Sooke Road - Freedom Mobile Telecommunication Tower**

Councillor Pearson declared a conflict of interest and left the meeting at 7:43 p.m.

Council discussion:

- Strong opinions have been expressed on both sides of the issue.
- Sooke does have 47 telecommunications towers, concentrated in densely populated areas. Clarification that Industry Canada only requires public consultation in certain scenarios, such as if the proposed tower is taller than 15 meters.
- Council only makes a recommendation to Industry Canada, based on the comments received by residents.
- The application does meet local regulatory bylaws and communications towers are permitted in all zones provided that they meet setback requirements. Cell towers are allowed in all zones, provided they meet setback requirements.

2017-305
MOVED by Councillor Reay, MOTION NOT SECONDED:
THAT Council direct staff to provide all information received, along with a recommendation of concurrence for the proposed Freedom Mobile site at 5154 Sooke Road to the Spectrum Management branch of Innovation, Science and Economic Development Canada and the proponent Freedom Mobile.

FAILED

2017-306
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT Council direct staff to provide all information received and referral comments, along with a recommendation of non-concurrence, for the proposed Freedom Mobile site at 5154 Sooke Road to the Spectrum Management branch of Innovation, Science and Economic Development Canada and the proponent Freedom Mobile.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, and Councillor Parkinson
Opposed: Councillor Reay
Absent: Councillor Logins, Councillor Pearson

Councillor Pearson returned to the meeting at 8:09 p.m.

8. BYLAWS

8.1. **Bylaw No. 678 (600-41) *Zoning Amendment Bylaw* - 6603 Sooke Road**

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

Council discussion:

- Clarification of access to the proposed development and use of northern portion of the property.

- Cost of road construction and clarification of road design.
- Discussion of CD Zoning vs. RM4 Zoning.
- Parking requirements.
- Affordable housing requirements.

Council invited the applicant to speak to the application.

- Margaret Critchlow provided rationale to support the development's perspective on meeting affordable housing criteria.
- Applicant is satisfied that CD Zoning or RM4 zoning would be acceptable.

Discussion of the s. 219 covenant to be brought forward to a subsequent Council meeting.

2017-294
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT COUNCIL give First and Second Readings to *Zoning Amendment Bylaw No. 678 (600-41)* to rezone 6603 Sooke Road from Large Lot Residential (R1) to High Density Multi-Family (RM4) Zone.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-295
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Council direct staff to schedule a Public Hearing for *Zoning Amendment Bylaw No. 678 (600-41)* in accordance with section 466 of the Local Government Act.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

8.2. **Bylaw No. 676 (600-40) *Zoning Amendment Bylaw* - Water Lots 241 & 242, Sooke District**

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

2017-296
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT COUNCIL give First and Second readings to *Zoning Amendment Bylaw No. 676 (600-40)* to rezone water legally described as District Lots 241 and 242, Sooke District located to adjacent upland parcel 6681 Horne Road from Marina (W3) to Private Wharf (W2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-297
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT Council direct staff to schedule a Public Hearing for *Zoning Amendment Bylaw No. 676 (600-40)* in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

8.3. **Bylaw No. 644, Zoning Amendment Bylaw (600-30) - Silver Spray Water Lot Rezoning**

2017-298
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council adopt Bylaw No. 644, Zoning Amendment Bylaw (600-30) - Silver Spray Water Lot Rezoning

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

8.4. **Bylaw No. 669 (147-32) *Sooke Core Sewer Specified Area Amendment Bylaw* - 7004 Melrick Place**

This item was removed from the agenda.

8.5. **Bylaw No. 670 (600-37) *Zoning Amendment Bylaw* - 6717 & 6723 Ayre Road**

2017-299
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council adopt Bylaw No. 670 (600-37) *Zoning Amendment Bylaw* - 6717 & 6723 Ayre Road

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

8.6. **Bylaw No. 671 (600-38) *Zoning Amendment Bylaw* - 2455 Phillips Road/ 6334 Riverstone Drive**

Councillor Berger declared a conflict of interest with this item and left the meeting at 8:59 p.m.

2017-300
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council adopt Bylaw No. 671 (600-38) *Zoning Amendment Bylaw* - 2455 Phillips Road/ 6334 Riverstone Drive

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Logins

Councillor Berger returned to the meeting at 9:00 p.m.

8.7. **Bylaw No. 677, *Sooke Core Sewer Specified Area Amendment* (147-33) - 7053 Maple Park Terrace**

2017-301
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council adopt Bylaw No. 677, *Sooke Core Sewer Specified Area Amendment* (147-33) - 7053 Maple Park Terrace

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

8.8. **Bylaw No. 672, Officers and Delegation of Authority, 2017**

2017-302
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council grant first reading to *Officers and Delegation of Authority Bylaw No. 672, 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-303
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council grant second reading to *Officers and Delegation of Authority Bylaw No. 672, 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-304
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council grant third reading to *Officers and Delegation of Authority Bylaw No. 672, 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

9. REPORTS REQUIRING ACTION

9.2. 6978 West Coast Road - Development Permit Amendment

2017-307
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT COUNCIL authorize the issuance of Development Permit Amendment PLN01320 for the purpose of subdividing the property at 6978 West Coast Road with residential lots of no less than 350m2.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

9.3. 1528 Whiffin Spit Road - Development Permit

The Development Services department provided a PowerPoint presentation and overview of the written staff report.

2017-308
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT COUNCIL authorize the issuance of Development Permit PLN01317 for the purposes of constructing a 2-storey building containing an art gallery and one (1) hotel guest room located on 1528 Whiffin Spit Road.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

Tara Johnson left the meeting at 9:05 p.m.

9.4. Highway Maintenance Contract Extension

Councillor Berger declared a conflict of interest and left the meeting at 9:06 p.m.

Council discussion:

- Clarification of requirement for elector approval if agreements are signed for a period of longer than 5 years.
- Possibility for efficiencies and/or division of road maintenance tasks with internal staffing.

- Review and rewrite of the contract and the request for proposals will take significant staff time. Service needs and performance measurement indicators will need to be clearly defined and updated.

2017-309
MOVED by Councillor Reay, seconded by Mayor Tait:
THAT Council extend the Highway Maintenance contract with Mainroad South Island Contracting LP to September 30, 2019 with no further extension (at Council's discretion).

CARRIED.

In Favour: Mayor Tait, Councillor Reay, and Councillor Parkinson
Opposed: Councillor Kasper, Councillor Pearson
Absent: Councillor Berger, Councillor Logins

Councillor Berger returned to the meeting at 9:26 p.m.

9.5. **Policy 1.8 - Correspondence**

Council discussion:
- Language included in the proposed Correspondence Policy is complex and difficult to understand.
- Council would like further clarification, and more time to consider the proposed changes.

2017-310
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council table discussion of Policy 1.8 *Correspondence Policy.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

9.6. **Appointment of Corporate Officer**

2017-311
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Council appoint Carolyn Mushata as Corporate Officer for the District of Sooke, effective August 1, 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

10. REPORTS FOR INFORMATION

10.1. RCMP Update

This item was removed from the agenda.

10.2. Connie Road Upgrades

Council discussion:

- Updated information on large road upgrades will come forward to the September 11, 2017 Regular Council meeting. The staff report on "Connie Road Upgrades" will also be brought forward at this time to determine if Connie Road will be added to the prioritised list for road repairs.

2017-312
MOVED by Councillor Berger, seconded by Councillor Kasper:
That Council receive the staff report outlining estimated costs of upgrading Connie Road for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

10.3. Official Community Plan Review Update

2017-313
MOVED by Councillor Kasper, seconded by Councillor Berger:
That Council receive the July 10th, 2017 *Official Community Plan Review Update* for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

11. NEW BUSINESS

11.1. Gatewood Trail Bollards

2017-314
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council approve Musfelt Excavating as the successful proponent under the Request for Quotes,
AND THAT $5,000 from the Kaltasin Works Yard Roof Replacement budget line item be transferred to the budget for this item.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay

Absent: Councillor Logins

11.2. **Seasonal Adornment Program**

Council discussion:

- Build on what we have done for past two years, focus on additional lighting in the Town Centre.
- Purchase additional clamps and banner devices to accommodate two sided banner bars. Consider moving two sided brackets to Town Centre.
- Additional lights for the trees at the Municipal Hall and Legion.

2017-315
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT Council direct staff to generate a detailed staff report for a future meeting, regarding the purchase of additional seasonal adornment and associated costs, for 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

11.3. **Lot A Fire Prevention**

2017-316
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council direct staff to post "no trespassing" signage on the District Property known as Lot A, and to clear accumulated debris, garbage and brush from Lot A.
AND THAT funding come from the CAO Contingency Fund.
AND FURTHER THAT volunteer labour be supported and used at staff discretion.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-317
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council authorise the use of Corrections Canada labour to dismantle the Murray Road staircase.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

11.4. **Volunteer Honorarium**

2017-318
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
That Council authorise a $500 honorarium to Sifu Moonfist, from the Volunteer Recognition fund.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

11.5. **Entry to Sooke**

- The area near the Rotary Kiosk belongs to the Ministry of Transportation, as it is a Highway 14 road right of way.
- The Ministry of Transportation and Infrastructure should be approached regarding clean up of the area.

2017-319
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT Council direct staff to clean the area near the Welcome to Sooke sign, and remove the rocks near the Rotary Kiosk.

DEFEATED.

In Favour: Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Opposed: Mayor Tait, Councillor Berger, and Councillor Reay
Absent: Councillor Logins

12. CORRESPONDENCE

12.1. **Correspondence received June 16 - June 30, 2017**

2017-320
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT the correspondence received June 16 - June 30, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-321
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Council direct staff to send a response to the Sooke Region Chamber of Commerce acknowledging their correspondence and advising that a review of current business licencing practices is forthcoming.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay

Absent: Councillor Logins

12.2. **Adult Salmon Diet Background and Protocol**

Council discussion:

- Signage to be posted at the Boat Launch advising the fishing community of the study.

12.3. **Correspondence regarding proposed Cell Tower at 2614 Otter Point Road**

2017-322
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT the correspondence regarding the proposed Cell Tower at 2614 Otter Point Road be received for information.

CARRIED.

In Favour: Councillor Kasper, Councillor Reay, Mayor Tait, Councillor Berger, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins

13. COUNCIL AND CAO VERBAL REPORTS

There were no items presented.

14. NOTICES OF MOTION

There were no items presented.

15. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-323
MOVED by Councillor Berger, seconded by Councillor Reay:
THAT this meeting be closed to the public under section 90(1)(a),(c), (k) and/or (2)(b) of the *Community Charter* as it pertains to personal information, labour, negotiations, and/or confidential information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

16. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

There were no items released.

17. ADJOURNMENT

2017-324
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT the meeting be adjourned at 11:21 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

Certified Correct:

Maja Tait
Mayor

Brent Blackhall
Acting Chief Administrative Officer

MINUTES
District of Sooke
Special Council Meeting
July 24, 2017 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Pearson

STAFF PRESENT:
Patti Rear, Acting Corporate Officer
Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Berger
Councillor Reay

GUEST: Sgt. Jeff McArthur, RCMP

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

Addition of Supplemental Information to Item 4.1 Delegation - iView Project Management

- Letter from District of Sooke to M. Volk dated July 19, 2017.

3. APPROVAL OF THE AGENDA

2017-325
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT the agenda for the July 24, 2017 Special meeting of Council, be adopted, with the addition of Supplemental Information for item 4.1, 'Delegation' and 'New Business', '8.1 Lot A Update'; AND

THAT items 6.1 'RCMP Accommodation Costs' and 7.1 'RCMP Update' be moved to immediately follow 'Approval of the Agenda'.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Reay

4. DELEGATIONS

4.1. iView Project Management - M. Volk

Michael Volk, representing iView Project Management, spoke regarding a Development Permit Amendment and Rezoning application for 7044 Maple Park Terrace, also known as ViewPointe Estates.

- Mr. Volk provided a PowerPoint and an overview of the planned development.
- A 'cease and desist' has been issued by the District of Sooke due to non-compliance with the CD9 zoning and section 4.D of the 2012 Development Permit. The application to amend this development permit has recently been submitted and has not been processed, because a rezoning is required first. The 'cease and desist' will significantly impact the development and Mr. Volk is seeking permission to proceed.
- Mr. Volk provided additional comments on the complexity of the current CD Zoning of ViewPointe Estates.

Council discussion:

- Clarification that applications for a Development Permit Amendment and Rezoning have both been completed and submitted.
- Challenges related to the 'cease and desist' are based on the CD9 zoning and the previous Development Permit, which outlines a "buffer area" that is not to be disturbed, as it is zoned as 'Park'.
- Permitted development of the site will change should the Development Permit Amendment and Rezoning applications be successful. Any ongoing work at the site should be in compliance with the changes sought under the two current applications, as well as municipal regulations.

2017-326
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council extend the 5-minute time limit allotted to delegations.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Reay

2017-327
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council lift the 'cease and desist' to allow the developer to proceed with the ViewPointe Estates project; AND

THAT the developer is aware that he is proceeding at his own peril.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Reay

5. PUBLIC QUESTION AND COMMENT PERIOD

There were no questions or comments from members of the public.

6. REPORTS REQUIRING ACTION

6.1. RCMP Accommodation Costs

RPT - 2017-0108, 7400-20,

Council discussion:

- Staff Sergeant McArthur provided a overview of the request for an outdoor grill for the Sooke RCMP detachment, to be used for public education and appreciation events.

2017-328
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT COUNCIL approve an amount up to $500 from the RCMP budget for accommodation costs to cover the cost of an outdoor grill for community/public education events, as well as staff use.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Reay

7. REPORTS FOR INFORMATION

7.1. RCMP Update

Staff Sergeant Jeff McArthur provided Council with an update regarding current staffing of the Sooke RCMP detachment, file load, and strategic crime reduction initiatives.

Council discussion:

- Clarification regarding additional security requirements for the Premier at local events.
- Possibility of RCMP assistance with parking and bylaw enforcement issues.
- Public education event organized by AIDS Vancouver Island regarding Opiod crisis is taking place on August 1, 2017, at the Community Hall.

8. NEW BUSINESS

8.1. Lot A Update

Council discussion:

- Councillor Parkinson recently walked the Lot A property and expressed concern to Council regarding risk management issues identified on the site.
- In addition to accumulated brush and debris, there is a structure on the property that needs to be removed in order to ensure public safety.
- Council would like to be kept apprised of progress related to the clean up that was ordered at the last Regular Meeting of Council, in addition to this new information provided tonight.

2017-329
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council direct staff to remove the building located on District property known as Lot A immediately, in accordance with District purchasing policies; AND

THAT funding come from the CAO Contingency Fund.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Reay

9. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-330
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT this meeting be closed to the public under section 90(1)(a) and (k) of the *Community Charter* as it pertains to personal information about an identifiable individual being considered for a position appointed by the municipality, as well as negotiations & related discussions.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Reay

The meeting was closed to the public at 6:52 p.m.

The meeting was re-opened to the public at 7:49 p.m.

10. REPORT OF IN-CAMERA RESOLUTIONS

There were no items reported for this meeting.

11. ADJOURNMENT

2017-331
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the July 24, 2017 Special Council meeting be adjourned at 7:49 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Reay

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
August 14, 2017 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Logins
Councillor Parkinson

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Rob Howat, Director of Development Services
Kenn Mount, Fire Chief & Director of Community Safety
Tara Johnson, Planner II
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:
Councillor Kasper
Councillor Pearson
Councillor Reay

1. CALL TO ORDER

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

MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-332
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT this meeting be closed to the public under section 90(1) (c), (g), and (k) and section 90(2)(b) of the *Community Charter* as it pertains to labour/ employee relations, litigation or potential litigation, negotiations and related discussions as their preliminary stages, and information received in confidence.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

CALL TO ORDER - OPEN PORTION

The Regular meeting of Council returned to the open portion, and was called to order at 7:03 p.m.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplemental Agenda was received with the Approval of the Agenda.

3. APPROVAL OF THE AGENDA

2017-333
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT the agenda for the August 14, 2017 Special Meeting of Council, be adopted, with the addition of the Development and Engagement Workshop Notes as Item No. 4.3.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

4. ADOPTION OF MINUTES

4.1. July 10, 2017 - Regular Council Meeting Minutes

2017-334
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT the minutes from the July 10, 2017, Regular meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

4.2. July 24, 2017 - Special Council Meeting Minutes

2017-335
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the minutes from the July 24, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

4.3. Development and Engagement Workshop Notes

2017-336
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT The notes from the August 9, 2017, Development and Engagement Workshop be received.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

5. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Robert Pearce, Sooke resident, spoke to Item No. 8.1, *Lot A (6671 Wadams Way) Clean-up*, regarding cost associated with the clean up and clarification with zoning usage.

2. Ellen Lewers, Sooke resident, spoke to Item 4.1, *July 10, 2017 - Regular Council Meeting Minutes*, regarding the Highway Maintenance Contract Extension. Seeking clarification on service received and costs associated.

3. Kerry Cavers, Sooke resident & Sooke Region Chamber of Commerce President, spoke to Item 10.4, *Wild Coast Expo*, offering an overview of the proposed event. Highlighting the following; expectations of initial and day-of-event support, use of District logo, levels of sponsorship (financial and in-kind), target demographic, and marketing efforts.

6. BYLAWS

6.1. Officers and Delegation of Authority Bylaw No. 672, 2017

RPT - 2017-0120, 3900-20,

Report from Corporate Services, dated August 14, 2017, recommends Council rescind third reading of the *Officers and Delegation of Authority Bylaw No. 672, 2017,* make amendments to the bylaw as recommended in the report, and grant third reading of the amended bylaw.

2017-337
MOVED by Councillor Berger, seconded by Councillor Logins:

THAT Council rescind Third reading of the *Officers and Delegation of Authority Bylaw No. 672, 2017;*

AND THAT Council grant Third reading, as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

6.2. Bylaw No. 679 (600-42) *Zoning Amendment Bylaw* - 2088 Charters Rd

RPT - 2017-0109, 3220, PLN01319

First and second reading of a bylaw to rezone from Large Lot Residential (R1) to Medium Lot Residential (R2).

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

2017-338
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT COUNCIL grant First and Second readings to *Zoning Amendment Bylaw No. 679 (600-42)* to rezone 2088 Charters Road from Large Lot Residential (R1) to Medium Lot Residential (R2);

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

2017-339
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 679 (600-42)*, for 2088 Charters Road, in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

6.3. **Bylaw No. 681 (600-44) *Zoning Amendment Bylaw* - 2151 Allman Place**
RPT - 2017-0114, 3220-20, PLN01327

First and second reading of a bylaw to rezone from Rural Residential (RU4) to Rural (RU2).

The Planner II provided a PowerPoint presentation and overview of the written staff report.

2017-340
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council grant First and Second readings to *Zoning Amendment Bylaw No. 681 (600-44)* to rezone 2151 Allman Place from Rural Residential (RU4) to Rural (RU2);

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

2017-341
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 681 (600-44)*, for 2151 Allman Place, in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

7. REPORTS REQUIRING ACTION

7.1. Development Permit - 1806-6660 Sooke Road (A&W)

RPT - 2017-0112, 3220-20, PLN01321

Report from Development Services recommending Council approve Development Permit PLN01321 to allow exterior renovations to the A&W restaurant.

The Planner II provided a PowerPoint presentation and overview of the written staff report.

In response to a question from Council, the Planner II advised the sign permit will be applied for at the same time as the building permit.

2017-342
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT COUNCIL authorize the issuance of Development Permit PLN01321 to allow exterior renovations to the existing A&W building located on Lot 1, Section 10, Sooke District, Plan VIP67155, Except Part in Plans VIP87872 and EPP49151.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

Tara Johnson left the meeting at 7:36 p.m.

7.2. Kennedy Street South Drainage Design

RPT - 2017-0113, 1790-20,

Report from Development Services recommending the award of contract.

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

Council discussion:

- Financial implications associated within the overall budget, where funding allocation.

2017-343
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council authorize staff to award a contract for a drainage design including geotechnical analysis for the steep slope connecting Kennedy Street South through Water Street, to Cains Park;

AND THAT Council approve Westbrook Consulting Ltd. as the successful proponent for the Kennedy Street South Drainage Design Request for Proposals (RFP).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

7.3. **Consent Request - CRD Bylaw No. 4166, Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 4, 2017**
RPT - 2017-0110, 0400-90,

Request from CRD to consent to the bylaw to provide a memorial scholarship.

2017-344
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council consent to the adoption of CRD Bylaw No. 4166, Traffic Safety Commission Establishment Bylaw No. 1, 1990, Amendment Bylaw No. 4, 2017, in accordance with section 346 of the *Local Government Act*; AND direct staff to notify the Capital Regional District of Council's decision.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

8. REPORTS FOR INFORMATION

8.1. **Lot A (6671 Wadams Way) Clean-up**
RPT - 2017-0115, 0890-05,

The Fire Chief & Director of Community Safety, provided an overview of the written staff report, highlighting the following:

- Signs have been ordered;
- Several fire related issues that have arisen at the property;
- Areas of concern, related to garbage and waste, have been plotted with GIS;
- Received one (1) estimate at $50,000. There were three companies interested, only one provided a written quote; and
- Long term affects in ensuring less enticement to camp at location.

Council discussion:

- RCMP detachment in support of clean up;
- Status of the concrete building, and associated issues, to be discussed at a later date;
- Future use for balance of the remaining land; and
- Staff to contact Vancouver Island Regional Library and obtain update.

2017-345
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council direct staff to proceed with the clean-up on Lot A (6671 Wadams Way).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

8.2. **Waste Water Centrifuge RFQ update**

The Director of Development Services provided an overview of the email update provided by the Manager of the Wastewater Treatment Plant, highlighting the following items:

- Plant operators have expertly managed the current centrifuge to operate without replacement; and
- The possibility of running the generator at 1/2 the time, while still meeting capacity requirements and standards.

Council expressed their appreciation to the operators, and manager, of the treatment plant for their dedication and hard work.

2017-346
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT the email dated July 24, 2017, from the Wastewater Manager, regarding the Centrifuge update, be received for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

8.3. **Placement of Council Chamber Furniture**

Mayor Tait expressed her interest in Councils opinion in the placement of furniture and art in Council Chamber.

2017-347
MOVED by Councillor Logins, seconded by Councillor Berger:
THAT Council direct staff to affix the two (2) display cabinets in the entrance to Council Chamber;

AND THAT the Chain of Office be hung on the wall, in Council Chamber;

AND FURTHER THAT the picture of the Queen be hung on the correct side of the flags.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

9. CORRESPONDENCE

9.1. **Correspondence from July 6 - August 4, 2017**

2017-348
MOVED by Councillor Logins, seconded by Councillor Berger:
THAT the Correspondence from July 6 - August 4, 2017, be received and filed accordingly for the record.

CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

2017-349
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council direct staff to acknowledge Mr. Courtney Wilson for his good Samaritan act with a card of appreciation.

CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

Mayor Tait advised she is considering a community cleanup day in March 2018 and BBQ with a focus on volunteer appreciation.

9.2. **Support for Federal Legislation re: Abandoned Vessels**

2017-350
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council encourages Parliament to adopt Bill C-352, An Act to amend the Canada Shipping Act, 2001 and provide for the development of a national strategy for abandoned vessels", which would fix vessel registration, pilot a vessel turn-in program, create good green jobs by supporting local marine salvage businesses and vessel recycling, and make Coast Guard responsible for directing the removal of abandoned vessels.

AND THAT Council direct staff to complete and send the endorsement letter with the above motion.

CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

9.3. **Request for resolution on Electric Vehicle Charging in Stratified Multi Unit Residential Buildings**

2017-351
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council receive the letter dated July 27, 2017, from Metro Vancouver, for information regarding the upcoming UBCM conference.

CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

9.4. **Wild Coast Expo (Sooke Region Chamber of Commerce)**

2017-352
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council support to the Sooke Region Chamber of Commerce, for the 2018 Wild Coast Expo and provide a letter of support.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

10. COUNCIL AND CAO VERBAL REPORTS

Councillor Berger

- A positive engagement session resulted from Development and Engagement Workshop.

Mayor Tait

- The Development and Engagement Committee Workshop consisted of members with a cross-section of area expertise, and there are a number of items requiring review.
- The District has received statistical data from an Island Health meeting regarding the movement towards an emergency care facility in the community. There are funding roadblocks and a need to advocate with the Province.
- The Sooke Music Festival was a successful fundraising event.

11. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-353
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT this meeting be closed to the public under section 90(1) (c), (g), and (k) and section 90 (2) (b) of the Community Charter as it pertains to labour. Employee relations, litigation or potential litigation, negotiations and related discussions at their preliminary stages, and information received in confidence.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

The meeting was closed to the public at 8:28 p.m.

The meeting was re-opened to the public at 9:10 p.m.

12. REPORT OF IN-CAMERA RESOLUTIONS

2017-135-IC
THAT Council support in principle, temporary accommodation for wildfire crisis evacuees, until the Provincial state of emergency is lifted and evacuation orders are rescinded. Should the demand exceed capacity in the Juan de Fuca region, registration will be validated through the Sooke Emergency Program.

13. ADJOURNMENT

2017-354
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT the August 14, 2017, Special meeting of Council adjourned at 9:11 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Regular Council
September 11, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	STAFF PRESENT:
Mayor Tait	Teresa Sullivan, Chief Administrative Officer
Councillor Berger	Carolyn Mushata, Corporate Officer
Councillor Kasper	Rob Howat, Director of Development Services
Councillor Logins	Kenn Mount, Fire Chief & Director of Community Safety
Councillor Parkinson	Tara Johnson, Planner II (left at 10:10 pm)
Councillor Pearson	Sarah Temple, Corporate Services Assistant
Councillor Reay	

1. CALL TO ORDER

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

355-2017
MOVED by Councillor Parkinson, seconded by Councillor Pearson:

THAT this meeting be closed to the public under section 90(1) (e) and (g) of the *Community Charter* as it pertains to the acquisition, disposition or expropriation of land; and litigation or potential litigation.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:03 p.m. in the Council Chamber.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/Supplemental Information was received with the Approval of the Agenda.

5. APPROVAL OF THE AGENDA

356-2017
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the agenda for the September 11, 2017 Regular Meeting of Council, be adopted as amended, with the following items moved to immediately follow Adoption of Minutes;

- Item No. 8.1, Public Hearing for Bylaw No. 676, *Zoning Amendment Bylaw (600-40);*
- Item No. 8.2, Public Hearing for Bylaw No. 678, *Zoning Amendment Bylaw (600-41)*; and
- Item No. 8.3, Public Hearing for Bylaw No. 679, *Zoning Amendment Bylaw (600-42).*

AND with the addition of New Business/Supplementary Information, as follows:

- Item 8.3, Supplemental Information - Correspondence received September 11, 2017
- Item 9.1, Supplemental Information - Correspondence received September 8, 2017
- Item 11.1, New Business - Knox Church Development Permit

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

6. ADOPTION OF MINUTES

Minutes of the Special Meetings of Council

- August 14, 2017 - Special Meeting of Council

357-2017
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT the minutes of the August 14, 2017 Special meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Erika Richard, representing Freedom Mobile, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* highlighting feedback received from area residents during their public consultation process.

2. Jane Jolley, Sooke resident, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* stating her opposition to the project due to health concerns, and lowered property values. Ms. Jolley encouraged Council to revisit municipal policies on telecommunications infrastructure.
3. Glen Varney, Sooke resident, spoke to item 10.1 - *Recommendations from September 5, 2017 Committee of the Whole meeting,* expressing support for a proposed ban of farming invasive salmon species in local waters.
4. Christopher Bos, President of the South Vancouver Island Anglers Coalition, spoke to item 10.1 - *Recommendations from September 5, 2017 Committee of the Whole meeting,* expressing support for a proposed ban of farming invasive salmon species in local waters.
5. Ryan Chamberland, Sooke resident, spoke to item 10.1 - *Recommendations from September 5, 2017 Committee of the Whole meeting,* regarding opportunities for Sooke to be a leader in land-based fish farms. Mr. Chamberland also encouraged Council to advocate to Fisheries and Oceans Canada regarding the closure of halibut fishing in local waters.
6. Dan Normandeau, Sooke resident, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* expressing his opposition to the proposed tower due to health concerns.
7. Debra Larson, Sooke resident, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* regarding adequate cell phone coverage in the area.
8. David Pare, Sooke resident, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* regarding adequate cell phone coverage in the area.
9. Wayne Jolley, Sooke resident, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* stating his opposition to the proposal due to health concerns. Mr. Jolley encouraged Council to revisit municipal policies on telecommunications infrastructure.
10. Aline Larson, Sooke resident, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* stating that the area has adequate cell phone coverage and expressing her opposition to the project due to health concerns.
11. Chad Marlatt, representing Cyprus Land Services, spoke to item 9.1 - *2614 Otter Point Road - Freedom Mobile Telecommunications Tower,* regarding Health Canada and Industry Canada regulations that protect public health and safety, as well as efforts to reduce the visibility of the proposed tower.

8. PUBLIC HEARINGS AND RELATED BYLAWS

8.1 **Bylaw No. 676, *Zoning Amendment Bylaw (600-40) - District Lots 241 & 242 (Water Lots)***

The Director of Development Services provided an overview of the rezoning application.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing for Bylaw No. 676, *Zoning Amendment Bylaw (600-40) - District Lots 241 & 242 (Water Lots)* to order at 7:12 p.m.

Public Submissions:

- None received.

The Public Hearing was closed at 7:13 p.m.

358-2017
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council give third reading to Bylaw No. 676, *Zoning Amendment Bylaw (600-40).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

8.2 **Bylaw No. 678, *Zoning Amendment Bylaw (600-41) - 6603 Sooke Road***

The Director of Development Services department provided an overview of the proposed development.

Council discussion:

- Discussion of affordable housing requirements and implications on resale value of units. Council invited the applicant to speak to Council in order to provide clarification.
- Odette Pinho, representing West Wind Harbour Cohousing, clarified that there are no housing agreements proposed for the project that would place price restrictions on the unit resale. Ms. Pinho provided an overview of the applicant's rationale for affordable housing.
- Confirmation of parking requirements, which are a 40% increase over the requirements per unit at the Harbourside Cohousing project on Horne Road.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing for Bylaw No. 678, *Zoning Amendment Bylaw (600-41) - 6603 Sooke Road* to order at 7:25 p.m.

Public Submissions:

- Silvia Hallgren, 6605 Sooke Road, spoke regarding the realignment of Goodmere Road. Staff provided clarification that the alignment presented only illustrates the portion of the road on 6603 Sooke Road, and that the alignment shown on neighbouring properties has not been finalised, and can be addressed outside of the rezoning application for 6603 Sooke Road.
- Anne Tenant, resident of Harbourside Cohousing, spoke to the affordability of cohousing arrangements. In response to a question from Council, Ms. Tenant spoke to her experience with resale restrictions on cohousing units and stated that due to the unique arrangements involved in cohousing, the market for resale is restricted and shouldn't be compared to general market conditions.
- Scott Miller, 6627 Sooke Road, spoke regarding the realignment of Goodmere road presented with the public hearing documents, echoing Ms. Hallgren's concerns about the alignment shown for neighbouring properties, as well as the road development standard and long-term plan for development of Goodmere Road. Staff provided clarification that a study regarding Goodmere Road is underway; but this rezoning application only addresses the portion of Goodmere Road that crosses the subject property. Goodmere Road will be developed with a sidewalk on one side, pavement, and appropriate drainage.
- In response to questions, the Director of Development Services stated:
    - Goodmere Road is not intended to intersect with Felton Lane, with is an easement and not a public road.
    - The entire property, both north and south of Goodmere Road will be rezoned to RM4.

Council discussion:

- Definition and rationale for affordable housing in comparison to other local developments.
- Clarification that alignment of Goodmere Road is not finalized and future discussion regarding the development of an east-to-west connection of Goodmere Road will include maximized use of existing rights-of-way.
- Confirmation that 100% of units at West Wind Cohousing have been sold "at cost", and all owners are part of the application process.
- The Canada Mortgage and Housing Corporation grant for $25,000 is based on their determination of housing affordability.

359-2017
MOVED by Councillor Berger, seconded by Councillor Reay:
THAT Council approve the applicant's rationale for affordable housing at 6603 Sooke Road.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

360-2017
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council, should the rezoning be approved, direct that prior to final adoption of Bylaw No. 678 (600-41), the owner enter into section 219 covenants with the District of Sooke, to address the dedication and construction of Goodmere Road, and to

secure provision of public access along the waterfront, and that Council authorize the Mayor and Chief Administrative Officer to execute the section 219 covenant(s) when required.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

The Public Hearing was closed at 8:05 p.m.

361-2017
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT Council give third reading to Bylaw No. 678, *Zoning Amendment Bylaw (600-41).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

8.3 **Bylaw No. 679, *Zoning Amendment Bylaw (600-42)- 2088 Charters Road***

The Director of Development Services provided an overview of the proposed development.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard or have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing for Bylaw No. 679, *Zoning Amendment Bylaw (600-42)* - 2088 Charters Road to order at 8:10 p.m.

Public submissions:

- Lisa Nilsson, 2086 Kennedy Street, stated her objection to the rezoning of 2088 Charters Road, noting that an increase in traffic and vehicles parked on Kennedy Street will have a negative effect on her family, and the neighbourhood.
- Teresa Lennox, 2088 Charters Road (applicant), stated that neighbouring properties in the area have been permitted to rezone, and that parking for any new lot would be accommodated on-site.

The Public Hearing was closed at 8:16 p.m.

Council discussion:

- Clarification that the proposed new RM2 zone would allow for a single-family dwelling, with one suite permitted.
- In response to a question, staff stated that on-site parking could be accommodated for the 3 required parking spaces.

362-2017
MOVED by Councillor Logins, seconded by Councillor Kasper:
THAT Council give third reading to Bylaw No. 679, *Zoning Amendment Bylaw (600-42).*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

9. REPORTS REQUIRING ACTION

9.1 2614 Otter Point Road - Freedom Mobile Telecommunication Tower

Council discussion:

- Health impacts of telecommunications infrastructure and studies completed by health care organizations.
- Regulation of telecommunications is the jurisdiction of the Federal government. Council's role is to listen to concerns and only to provide a letter of concurrence or non-concurrence.
- There is a public demand for consistent, reliable cell phone coverage and a need for consumer choice among service providers.

363-2017
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT COUNCIL issue a letter of concurrence to Freedom Mobile and Industry Canada for the proposed telecommunication tower at 2614 Otter Point Road.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Reay, and Mayor Tait

Opposed: Councillor Logins, Councillor Parkinson, and Councillor Pearson

9.2 7004 Melrick Place - Rezoning Application (Parking)

The Planner II provided an overview of the written staff report, outlining three proposed parking schemes, none of which are recommended by staff due to safety and emergency vehicle access issues.

Council discussion:

- 18 single family dwellings, each with a suite permitted, are shown in the concept plan.
- The proposed zoning permits 350m2 small lots, with three required parking stalls on each lot. Additional parking requirements are visitor stalls.
- Each lot has to provide on-site parking for the unit and suite.
- Discussion of mechanisms to control parking by strata, and merits of each proposed parking scheme.
- Possibility of painting lines indicating that the lane must be kept clear for emergency vehicles.

- Clarification that each lot must demonstrate that it meets the on-site parking requirements at the building permit stage.

364-2017
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council invite the applicant to speak to the proposed development at 7004 Melrick Place.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Pearson, Councillor Reay, and Mayor Tait

Opposed: Councillor Parkinson

Micheal Volk, applicant, provided an overview of each of the three proposed parking schemes included in the staff report, as well as a fourth scheme that allows for an additional four spots on Melrick Place, in addition to the 11 spots shown on parking scheme #2.

365-2017
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council authorize staff to enter into discussions with the applicant with respect to proposed parking scheme #4 in conjunction with the affordable housing requirements identified in the Official Community Plan, 2010 that will be considered at a Public Hearing.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

366-2017
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council authorize staff to enter into a covenant regarding the agreed upon parking scheme, as a condition of subdivision of 7004 Melrick Place.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

9.3 **Capital Regional District (CRD) Animal Control Contract**

Council discussion:

- Clarification that the intention of discussions between the District of Sooke and the Capital Regional District is to determine service levels and per capita rates charged.

367-2017
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council direct staff to:

1. Execute a contract with the Capital Regional District for the provision of Animal Control Services for a 21-month term, effective October 1, 2017, and ending June 20, 2019; AND
2. Invite the Capital Regional District into a discussion with the District, regarding cost options for animal control services currently being received.

368-2017
Amendment to motion 367-2017:
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT COUNCIL direct staff to:

1. Execute a contract with the Capital Regional District for the provision of Animal Control Services for an 18-month term, effective October 1, 2017, and ending March 31, 2019; AND
2. Invite the Capital Regional District into a discussion with the District, regarding cost options for animal control services currently being received.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

Vote on Main Motion 367-2017:

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

10 REPORTS FOR INFORMATION

10.1 **Recommendation from September 5, 2017 Committee of the Whole meeting**

Council discussion:

- Negative effect of invasive salmon species on the natural aquatic environment.
- Increased public education regarding the risk of non-native salmon farms is needed.
- Possibility of encouraging land-based aquaculture in B.C.

369-2017
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council direct staff to bring forward a Zoning Bylaw amendment to prohibit ocean-based, salmon farming.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

370-2017
MOVED by Councillor Pearson, seconded by Councillor Reay:

THAT Council direct staff to write a letter to the Sooke Member of Parliament, and Member of Legislative Assembly, to encourage legislation to protect native west coast salmon from invasive species.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

371-2017
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council direct staff to draft a resolution encouraging the protection of native west coast salmon, for presentation at the 2018 AVICC conference.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

11 NEW BUSINESS

11.1 Knox Development Permit- Church Road

Council discussion:

- In response to a question, the Director of Development Services advised that the applicants of the Knox Church Housing project were informed that their application for a Development Permit was complete except for a quote for completion of landscaping requirements, and that their application would come forward to the second Regular Council meeting in October.

372-2017
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council encourage staff to bring forward the Knox Church Housing Development Permit to the September 18, 2017 Regular Council meeting.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

12 CORRESPONDENCE

12.1 Correspondence received August 4 - August 30, 2017

Council discussion:

- The Chief Administrative Officer was directed to have the Director of Finance investigate BC Hydro beautification grant opportunities.
- Provincial legislation dictates property tax due dates and receipt of payment. The Chief Administrative Officer is to ensure staff have responded to Dr. Bryant's correspondence.
- Discussion of Royal Theatre engagement process to date. Councillor Parkinson would like to be involved moving forward.

- Staff to bring forward discussion of Curbside Treats and permission to operate in the District of Sooke, to a future meeting date.
- Information on the Tiny Home showcase to be retained for upcoming Affordable Housing forum.
- Anawin House to be invited to present as a delegation at a future Council meeting.

373-2017
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT the correspondence received August 4, 2017 - August 30, 2017, be received.
CARRIED.
In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

13 COUNCIL AND CAO VERBAL REPORTS

Councillor Pearson reported on attending the September 5 Juan de Fuca Regional Water Commission meeting.

ADJOURNMENT

374-2017
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the September 17, 2017 Regular Meeting of Council be adjourned at 10:54 p.m.
CARRIED.
In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
September 18, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	**STAFF PRESENT:**
Mayor Tait	Teresa Sullivan, Chief Administrative Officer
Councillor Kasper	Brent Blackhall, Director of Financial & Corporate Services
Councillor Logins	Carolyn Mushata, Corporate Officer
Councillor Parkinson	Rob Howat, Director of Development Services
Councillor Pearson	Danica Rice, Planner II
Councillor Reay	Paul Butterfield, Engineering Technologist
	Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:
Councillor Berger

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplemental Agenda was received with the Approval of the Agenda.

3. APPROVAL OF THE AGENDA

2017-375
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the agenda for the September 18, 2017 Special meeting of Council, be adopted as amended, with the addition of New Business/ Supplementary Information, as follows:

- Item No. 4.3, Tree Canada Day
- Item No. 7.4, Bylaw No. 683, *Zoning Amendment Bylaw No. 683 (600-46)*
- Item No. 7.5, Permissive Tax Exemption Bylaw No. 684, 2017
- Item No. 8.2, Seasonal Adornment
- Item No. 9.2, Library Update

AND THAT the following item be moved to immediately followed the Approval of the Agenda;

- Item No. 4.1, Public Hearing for Bylaw No. 681, *Zoning Amendment Bylaw No. 681 (600-44).*

AND THAT the following item be moved to follow the Public Question and Comment Period;

- Item No. 8.1, Options for Washroom in Sooke.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

6. PUBLIC HEARINGS AND RELATED BYLAWS

6.1. Bylaw No. 681, *Zoning Amendment Bylaw No. 681 (600-44)*

The Director of Development Services provided an overview of the proposed development, recommending Council give third reading to Bylaw No. 681, *Zoning Amendment Bylaw No. 681 (600-44)* for 2151 Allman Place.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard and to have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing for Bylaw No. 681, *Zoning Amendment Bylaw No. 681 (600-44)* for 2151 Allman Place to order at 7:07 p.m.

Public Submissions:

- Joel McCarty, 2141 Allman Place, spoke in support of the rezoning at 2151 Allman Place.

The Public Hearing was closed at 7:09 p.m.

2017-376
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council give third reading to the bylaw cited as *Zoning Amendment Bylaw No. 681 (600-44).*

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

4. DELEGATIONS

4.1. Park Dedication from View Pointe Estates

Mr. Steingard, on behalf of View Point Estates, addressed Council advising the developer would like to donate a portion of property as a dedicated park,

approximately 200 square metres in size, to the District of Sooke. The majority of large boulders and debris would be removed, hydro-seeded and a cedar hedge planted between the park area and residential property south of the dedicated park before transferring the land.

2017-377
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council accept the park land dedication, adjacent to Winfield Drive, from the developer of View Point Estates.

CARRIED.

In Favour: Councillor Kasper, Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

4.2. **Business Licence Request**

Mr. Driver requested a valid business licence be issued to Driver Enterprises, which is a legal non-conforming business that operates on his residential property, in the District of Sooke. Mr. Driver provided an overview of the differences in taxes he has paid; the change by BC Assessment Authority from light-industrial to commercial business and the requirement of a valid business license by his insurance agency and various suppliers.

2017-378
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council direct staff issue a business licence to Driver Enterprises Limited.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

2017-379
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council direct staff to issue business licences to all legal non-conforming businesses, when such applications for licenses are made.

2017-380
MOVED by Councillor Logins, seconded by Councillor Kasper:
THAT the motion (2017-379) be postponed until the next council meeting to receive a staff report.

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, and Councillor Reay
Opposed: Councillor Kasper, Councillor Pearson
Absent: Councillor Berger

4.3. **Tree Canada Day**

Ms. Keys addressed Council and spoke regarding the planting of trees along the park trail between Townsend Road and Church Road, which will be donated through a federal grant applied for and received by Home Hardware. Ms. Keys requested the support of Council to plant trees on District lands and financial support in preparing the site. The event is scheduled to occur on Wednesday, September 27th at 4:00 p.m.

2017-381
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council support Sooke Home Hardware initiative and provide a financial contribution in the amount of $2000.00 from the Parks budget.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

5. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Deborah Knight, 6596 Arranwood Drive, spoke in opposition to Item No. 7.5, *Bylaw No. 684, Permissive Tax Exemptions, 2017,* regarding the application from M'akola Housing Society. Requesting Council to consider lobbying the Provincial Government in removing supportive housing designation, from the Sooke property, and denying them any future permissive tax exemptions.

2. Frances Dash, 2387 French Road North, spoke to Item No. 5.1, *Park Dedication for View Point Estates*, in opposition identifying that the area is too small to be used as a dog park.

3. Anne Hudson, representative of Saint Vincent de Paul, spoke to Item No. 7.5, *Bylaw No. 684, Permissive Tax Exemptions, 2017,* offering her appreciation to Mayor and Council, from Saint Vincent de Paul, highlighting the facilities and services available at the Hope Center location.

4. Christine McGuinness, 6038 Sooke Road, spoke to Item No. 7.5, *Bylaw No. 684, Permissive Tax Exemptions, 2017,* regarding the application for Steps to the Future Child Care Society. She requested Council defer their decision on this particular permissive tax exemption, to allow the society time to provide background information to Council before denying their request.

8. REPORTS REQUIRING ACTION

8.1. Options for Washrooms in Sooke

The Engineering Technologist provided an overview of the options available for public washrooms to be installed in John Phillips Memorial Park.

Council discussion:

- Hygienic issues related to the pit style toilet;
- Desire for running water in washroom;
- Costs;
- Uni-sex options to permit for only one washroom;
- Life span of the facility.

2017-382
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council receive the staff report "Options for Washrooms in Sooke" for information.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

6. BYLAWS

6.1. Bylaw No. 676, *Zoning Amendment Bylaw No. 676 (600-40)* - District Lots 241 & 242

Adoption of bylaw to rezone from Marina (W3) to Private Wharf (W2).

2017-383
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 676 (600-40).*

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

6.2. Bylaw No. 679, *Zoning Amendment Bylaw No. 679 (600-42)*- 2088 Charters Road

Adoption of bylaw to rezone from Large Lot Residential (R1) to Medium Lot Residential (R2).

2017-384
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 679 (600-42).*
CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

6.3. **Bylaw No. 682, *Zoning Amendment Bylaw No.* 682 (600-45) - 6599 Arranwood Road**
RPT - 2017-0128, 3220, PLN01315

First and second reading of bylaw to rezone from Neighbourhood Commercial (C1) to Low Density Multi Family 1 (RM1).

The Planner II provided an overview of the proposed project.

Council discussed:
- Split zone area(s);
- Commercial zoning remaining.

2017-385
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council give first and second readings to *Zoning Amendment Bylaw No. 682 (600-45)* to rezone a portion of 6599 Arranwood Drive from Neighbourhood Commercial (C1) to Low Density Multi Family 1 (RM1).
CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

2017-386
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 682 (600-45)* in accordance with Section 466 of the *Local Government Act.*
CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

6.4. **Bylaw No. 683, *Zoning Amendment Bylaw No. 683 (600-46)* - 2325 Church Hill Drive**
RPT - 2017-0131, 2330, PLN01316

First and second reading of bylaw to rezone from Low Density Multi Family 1 (RM1) to Small Lot Residential (R3).

The Planner II provided an overview of the proposed project.

Council discussed:

- The existing zoning permits up to 57 town house units; the proposed zoning is for 35 single lots.
- Parking requirements and suites;
- Preliminary layout of access to site.

2017-387
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council give first and second reading to *Zoning Amendment Bylaw No. 683 (600-46)* to rezone 2325 Church Hill Drive from Low Density Multi Family 1 (RM1) to Small Lot Residential (R3).

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

2017-388
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT a Public Hearing be scheduled for the *Zoning Amendment Bylaw No. 683 (600-46)* in accordance with Section 466 of the *Local Government Act*.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

6.5. **Permissive Tax Exemption Bylaw No. 684, 2017**
RPT - 2017-0136, 1970-03,

Financial Services report recommended that Council give first, second and third reading to the *Permissive Tax Exemption Bylaw No. 684, 2017.*

The Direction of Finance provided an overview of the proposed bylaw and two applications from West Coast Adventure College and Steps to the Future Child Care Society that were received but did not meet the requirements for a permissive

exemption. He also noted Saint Vincent de Paul has commercial space being utilized by a yoga studio that may not qualify for an exemption.

Council discussed:

- Consideration should be given to requiring landlords to provide a copy of the lease agreement and a letter indicating that the benefit of permissive exemptions for rental spaces to non-profit organizations will be passed on to the non-profit organization through rental rates.
- A ten-year exemption may be too long; consider reviewing the bylaw every four years, to ensure each elected Council has an opportunity to review the exemptions;
- Percentage of commercial components at the Hope Centre;
    - M'akola 25 housing units (low income/ affordable housing components).
    - Yoga studio business (does not appear to be non-profit).
- Statutory requirements versus permissive; and
- Criteria for accreditation for West Coast Adventure College should be further investigated.

In response to questions from Council the CAO stated the Steps to the Future Child Care Society unmet requirements should be discussed in a closed meeting.

2017-389
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council postpone consideration of the Permissive Tax Exemption Bylaw No. 684, 2017 to a Special Council meeting on October 2, 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

7. REPORTS REQUIRING ACTION

8.2. Seasonal Adornment

Council discussed:

- The lights and holiday decorations should be concentrated in front of town core business's, not residential neighborhoods.

2017-390
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council authorize Seasonal Adornment Options 2 and 4 of the written staff report; and

THAT the additional funding required be approved from the Community Enhancement budget and alternatively, the Operating Contingency.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Opposed: Councillor Logins, Councillor Reay
Absent: Councillor Berger

8. NEW BUSINESS

8.1. Lot A - Fundraising Opportunity

Disposal of wood remaining after cleanup of Lot A.

Council discussed:

- The wood could be offered to community groups as a fundraising opportunity.
- A decision as to how to offer/divide the wood between groups is to be determined at a future Council meeting.

Staff were requested to direct the contractor to transfer the wood to the District Public Works yard noting additional costs would be incurred.

2017-391
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council direct staff to have the contractor move all wood to the Public Works yard and that the transportation costs of up to $2500 be approved from the Operating Contingency.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

9. ADJOURNMENT

The meeting was adjourned early due to an emergency evacuation of Council Chambers. Items that were not discussed will be heard at the next Regular meeting of Council, as Unfinished Business.

2017-392
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the September 18, 2017, Special meeting of Council be adjourned at 10:10 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: None
Absent: Councillor Berger

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Special Council Meeting
October 2, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Pearson

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Brent Blackhall, Director of Finance
Kenn Mount, Fire Chief & Director of Community Safety
Carolyn Mushata, Corporate Officer
Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Reay

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-393
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT this meeting be closed to the public under section 90(1)(I) of the *Community Charter* as it pertains to legal matters.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

3. 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 Chamber.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

Supplemental Information was received with the Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2017-394
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the agenda for the October 2, 2017 Special Meeting of Council, be adopted, with the addition of Supplementary Information as follows:

- Correspondence received October 2, 2017 from N. Logins

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Ellen Lewers, Sooke resident, spoke to item 7.1 - Bylaw No. 684, *Permissive Tax Exemptions,* 2017, and inquired as to the financial reporting required of applicants.

2. Kevin Albers, representing M'akola Housing, spoke to item 7.1 - Bylaw No. 684, *Permissive Tax Exemptions,* 2017, and expressed support for the Hope Centre's application for a permissive tax exemption. Mr. Albers spoke to the history of the project, and the varied levels of partnerships required to make their service model work for the community.

3. Angela Hudson, representing the St. Vincent de Paul Society, spoke to item 7.1 - Bylaw No. 684, *Permissive Tax Exemptions,* 2017, and provided clarification on the relationship between St. Vincent de Paul, M'akola Housing, and the two additional tenants of the Hope Centre building. Ms. Hudson refer Council to the letter included in their agenda from Alanda Carver, operator of the Sooke Yoga Studio, for clarification of her business model and supports she offers to Hope Centre tenants, as well as the community at large.

4. Deborah Knight, Sooke resident, spoke to item 7.1 - Bylaw No. 684, *Permissive Tax Exemptions, 2017, and* provided an overview of her correspondence to Council included in the agenda. Ms. Knight stated that she doesn't believe Sooke taxpayers should support a program that does not offer supportive housing to Sooke residents.

5. Christine McGuiness, representing Steps to the Future Childcare Society, spoke to item 7.1 - Bylaw No. 684, *Permissive Tax Exemptions,* 2017. Ms. McGuiness stated her disagreement with the Society being referred to as a business, and indicated they are in compliance with all requirements of the BC Society's Act. Ms. McGuiness also spoke regarding ongoing efforts to bring the buildings occupied by the Society into compliance by June 2018.

6. Ellen Lewers, Sooke resident, spoke to item 7.1 - Bylaw No. 684, *Permissive Tax Exemptions,* 2017, regarding the property occupied by Steps to the Future Childcare Society. Ms. Lewers encouraged the Society to explore a farm status designation as a means of reducing their property taxes, as the property was previously farmed.

7. BYLAWS

7.1. Bylaw No. 684, *Permissive Tax Exemptions,* 2017

RPT - 2017-0136

Council discussion:

Society of St. Vincent de Paul:

- Clarification of relationship between St. Vincent de Paul Society, and the tenants currently occupying the folios included for consideration; the Salvation Army and Sooke Yoga.
- Discussion of reduced lease rates for tenants who are offering supports for tenants of the Hope Centre, and for the community at large.

M'akola Housing Society:

- Clarification of income requirements and mix of unit rental rates throughout the building.
- Comparison of how other municipalities in the Capital Regional District support M'akola Housing projects. Five municipalities offer Permissive Tax Exemptions.

Steps to the Future Childcare Society:

- Ongoing communication, and reporting of progress towards code compliance is required to assure Council that mutually agreed upon outcomes are achieved by June 2018. Completion of code compliance work will bring Steps to the Future Childcare Society in compliance with all District of Sooke policies and bylaws.
- An annual review of all Permissive Tax Exemptions is completed by staff to ensure an organization's continued eligibility. Should code compliance work not be completed by June 2018, Steps tot eh Future Childcare Society would no longer be eligible for a Permissive Tax Exemption.

West Coast Adventure College:

- A Statutory Tax Exemption from the Province is required before this organization can be considered for a Permissive Tax Exemption.
- West Coast Adventure College is currently seeking a Statutory Tax Exemption from the Province, and could be included in Bylaw No. 684, *Permissive Tax Exemption,* 2017 for third reading, if they are able to secure the provincial exemption, and provide required Financial Statements, before the October 10, 2017 Regular Council meeting.

Council additionally discussed the proposed term of Bylaw No. 684, *Permissive Tax Exemptions*, 2017

2017-395
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council give first reading to Bylaw No. 684. *Permissive Tax Exemptions,* 2017

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-396
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT the Society of St. Vincent de Paul be approved for inclusion in Bylaw No. 684, *Permissive Tax Exemptions,* 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-397
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT the M'akola Housing Society be approved for inclusion in Bylaw No. 684, *Permissive Tax Exemptions,* 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-398
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT the following organizations, under the Non-Profit Exemptions classification, be approved for inclusion in Bylaw No. 684, *Permissive Tax Exemptions,* 2017.

- Children's Health Foundation of Vancouver Island
- Sooke Family Resource Society
- Sooke Harbour Authority
- Sooke Royal Canadian Legion Branch 54
- Sooke Regional Historical Society (Museum)
- Sooke Elderly Citizen's Housing Society
- Sooke Mount Shepherd Masonic Association
- Sooke Hospice Society
- Juan de Fuca Salmon Restoration Society

CARRIED.

In Favour: Councillor Kasper, Councillor Pearson, Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Reay

2017-399
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT the following organizations, under the Public Worship Exemption classification, be approved for inclusion in Bylaw No. 684, *Permissive Tax Exemptions,* 2017.

- Sooke Baptist Church
- Pentecostal Assemblies of Canada
- Anglican Synol Diocese of BC
- Seventh Day Adventist Church - 6251 Sooke Road
- Seventh Day Adventist Church - 6255 Sooke Road
- Sooke Congregation of Jehovah's Witnesses

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-400
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT the following organizations, under the Recreation Exemptions classification, be approved for inclusion in Bylaw No. 684, *Permissive Tax Exemptions,* 2017.

- Sooke Community Association - 2039 Sheilds Road
- Sooke Community Association - 6441 Throup Road
- Sooke Community Association - 6521 Throup Road (005-936-497)
- Sooke Community Association - 6521 Throup Road (005-936-802)
- Sooke Community Association - 6521 Throup Road (005-941-245)
- Sooke Community Association - 2249 Sooke River Road
- Sooke Community Association - 2259 Phillips Road

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-401
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT the Steps to the Future Childcare Society be approved for inclusion in Bylaw No. 684, *Permissive Tax Exemptions,* 2017

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-402
MOVED by Councillor Logins, seconded by Councillor Berger:
THAT Council give second reading to Bylaw No. 684. *Permissive Tax Exemptions,* 2017 with the addition of Steps to the Future Childcare Society under the heading of Community Care Facilities; and to amend the years of exemption to 2018 - 2022.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Mayor Tait, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

8. NEW BUSINESS

No New Business items presented.

9. NOTICES OF MOTION

9.1. Notices of Motion from Councillor Brenda Parkinson

1. That Council receive all information from all delegations and not make any decisions or motions on the matter at hand. That staff be instructed to provide Council with a report for the next regular Council meeting.
2. That Council not receive any supplementary information or additional information at the start of any Council meetings. If the information is pertinent to an agenda item, that item should be tabled to the next Council meeting for discussion, so that Council has sufficient time to read the information.

10. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-403
MOVED by Councillor Logins, seconded by Councillor Kasper:
THAT this meeting be closed to the public under section 90(1)(I) of the *Community Charter* as it pertains to legal matters.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

The meeting was closed to the public at 8:14 p.m.

The meeting was re-opened to the public at 10:35 p.m.

11. ADJOURNMENT

2017-404
MOVED by Councillor Logins, seconded by Councillor Kasper:
THAT the October 2, 2017 Special Council meeting be adjourned at 10:36 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
October 10, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	**STAFF PRESENT:**
Mayor Tait	Teresa Sullivan, Chief Administrative Officer
Councillor Berger	Carolyn Mushata, Corporate Officer
Councillor Kasper	Brent Blackhall, Director of Financial Services
Councillor Parkinson	Rob Howat, Director of Development Services
Councillor Pearson	Kenn Mount, Fire Chief & Director of Community Safety
Councillor Reay	Dan Skidmore, Manager of Wastewater
	Tara Johnson, Planner II
	Danica Rice, Planner II
	Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:
Councillor Logins

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplemental Agenda was received with the Approval of the Agenda.

3. APPROVAL OF THE AGENDA

2017-404
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT the agenda for the October 10, 2017 Regular meeting of Council be adopted, as amended, with the addition of New Business/ Supplementary Information, as follows:

- Item No. 6.1, Lot A Logs
- Item No. 10.2, Bylaw No. 681, Zoning Amendment Bylaw (600-44) for 2151 Allman Place
- Item No. 11.2, Sewer Area Report – replacement image for page 158
- Item No. 11.3, Support letter for re-establishment of section 17 Reserve 'Designated Use Area'

AND Item No. 8.1, Public Hearing for *Zoning Amendment Bylaw No. 675 (600-39),* immediately follow the Adoption of Minutes.

AND Item No. 11.2, Sewer Service Area Report, immediately follow the Public Question and Comment Period.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Reay
Absent: Councillor Logins, Councillor Pearson

4. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council

- September 5, 2017 - Committee of the Whole meeting minutes
- September 11, 2017 - Regular Council meeting minutes
- September 18, 2017 - Special Council meeting minutes
- October 2, 2017 - Special Council meeting minutes

2017-405
MOVED by Councillor Berger, seconded by Councillor Reay:
THAT the minutes from the following meetings be adopted as circulated:

- September 5, 2017 Committee of the Whole meeting;
- September 11, 2017 Regular meeting of Council;
- September 18, 2017 Special meeting of Council; and
- October 2, 2017 Special meeting of Council.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins, Councillor Parkinson

****

Councillor Pearson arrived at 7:06 pm
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8. PUBLIC HEARINGS AND RELATED BYLAWS

8.1. Bylaw No. 675, *Zoning Amendment Bylaw No. 675 (600-39)* - 7004 Melrick Place

The Planner II provided a PowerPoint presentation and overview of the proposed development, recommending Council give third reading to Bylaw No. 675, *Zoning Amendment Bylaw No. 675 (600-39)* for 7004 Melrick Place.

Council Discussion:

- Whether the affordable housing requirement would be met was debated, as suites would be optional.
- The parking requirements were addressed at the September 11th, 2017 meeting, with support for option #4. Ensuring that ample and sufficient parking areas would be provided for the units proposed.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the prosed bylaw, would be given a reasonable

opportunity to be heard and to have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing for Bylaw No. 675, *Zoning Amendment Bylaw No. 675 (600-39)* for 7004 Melrick Place to order at 7:10 p.m.

Public Submissions:

- Ellen Lewers, 5526 Sooke Road, spoke in opposition of the rezoning at 7004 Melrick Place, and would like to see a community garden requirement for this subdivision. Ms. Lewers inquired about soil removal resulting in water or drainage issues, soil disposal and replacement.

- Linda White, 6998 Melrick Place, spoke regarding the small size of the proposed lots creating a higher density in the area. Ms. White expressed concern about soil removal and tree line stability, alignment of the proposed lots with the current properties and what would adjoin these properties. A solid fence between the development and adjoining properties, to ensure beautification, would be appreciated. The blasting disruptions, dust issues, protection for homeowners, work time-frames and notification also brought apprehension regarding the development. Ms. White expressed concern about the excessive blasting and excavator noise, with constant construction. The traffic increase on the roads leading to this location, and a request for larger lot sizes to decrease the number of lots. She also expressed a preference for a continual fence, between current properties and those that will adjoin hers.

- In response to questions, the Director of Development Services stated:
    - A geotechnical engineer will ensure compliance for rock removal and placement.

- Ed Berlando, 6995 Allwood Terrace, spoke to the size of the lots, suites increasing the density, and proportions of house size to lot. Mr. Berlando expressed concern with a large rock that adjoins his property to a proposed lot, removal would result in damage to his home. Additional concerns relating to tree lines, soil remove, dust control, and road width for emergency vehicle access were also brought forward. He inquired about projected elevation changes and the amount of blasting to achieve requirements. Mr. Berlando inquired about a lot size guarantee. Clarity from staff was provided, that lot sizes have not been confirmed, this public hearing is only for the rezoning of the land, to adjust for greater infill and minimal lots allowed to the maximum density permitted by the zone.
    - The Fire Chief addressed the road width concern stating that the developer will be required to meet Emergency Vehicle access standards.

- Patti Van Arendonk, 2123 Melrick Place, spoke with concerns about ground movement and settlement, small lot sizes, sufficient parking requirements and limited vehicle access at proposed development.

- In response to questions, the Fire Chief stated:
  - A fire lane will be required, and pre-incident planning prepared, for this development.

The applicant was invited to address comments and inquiries.

- Michael Volk, applicant for development at 7004 Melrick Place, provided the following:
  - Blasting will be decreasing, and surveys completed by contractor of each home prior to the blasting closer to already constructed homes.
  - Elevations will be level and consistence along all adjoining properties.
  - Fencing is not something they have looked at yet, but will work with District. Suggesting a cedar hedge along all bordering properties, then allowing residents to choose if they want to put up a fence.
  - Affordable housing not met if suites are not allowed. The small size of the lots and houses ensures reasonable opportunities for entry into housing market.

- In response to questions, the Director of Development Services stated:
  - The removal of soil requires a permit. A grading plan, including the end grade, is required with the Development Permit. As well an extensive drainage plan will be a prerequisite to development.

The Public Hearing was closed at 7:56 p.m.

Council Discussion:

- The increased vehicle traffic and population density, changes the dynamic of the neighbourhood.
- The affordable housing option is missing without the addition of suites, this needs to be reviewed and addressed.
- Options for separation division along the property lines of current properties and future lots were discussed, these included a cedar hedge, chain link or wood fence.
- There was support for a community garden requirement in this subdivision.
- The parking requirements were confirmed, there would be 15 visitors stalls in addition to 2 per household, however this may not suffice if suites are allowed and may need to be revised.
- Issues and possible solutions for dust mitigation in the area were discussed.
- The removal of soil, with regards to contamination and the return of soil to the site.

2017-406
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council give Third reading to the bylaw cited as Zoning Amendment Bylaw No. 675 (600-39) subject to a solid wood fence being constructed between the development and abutting properties as part of the section 219 covenant.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Pearson, and Councillor Reay
Opposed: Mayor Tait, Councillor Parkinson
Absent: Councillor Logins

2017-407
MOVED by Councillor Reay, seconded by Councillor Kasper:
THAT Council direct, that prior to final adoption of Zoning Amendment Bylaw No. 675 (600-39), the owner enters into a section 219 covenant with the District of Sooke. To ensure that at time of subdivision, the owner constructs a minimum of 15 off-street Visitor Parking spaces, in addition to the number of parking spaces required on each residential lot, as per the Zoning Bylaw for a single-family dwelling and secondary suites.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Pearson, and Councillor Reay
Opposed: Councillor Parkinson
Absent: Councillor Logins

5. DELEGATIONS

5.1. Rezoning, OCP & Agriculture

Mrs. Lewers addressed Council regarding the business licence provided to a business operating on improperly zoned land for the use, at 5536 Sooke Road. Zoning and Official Community Plan infractions by this business are occurring, she believes the long-term effects of the current usage on the property could be substantial. Mrs. Lewers provided information contradictory to that previously provided to Council, such as; date of purchase, tax class, BC assessment, and the current zoning which is a split zone. She requested that Council further review this business license application.

2017-408
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT the matter of the business license issued at the September 18, 2017 Council meeting be referred to staff for a report back to Council.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Parkinson, and Councillor Reay
Opposed: Councillor Kasper, Councillor Pearson
Absent: Councillor Logins

6. UNFINISHED BUSINESS

The following items required review from the September 18, 2017 Special meeting of Council.

6.1. **Lot A Logs**

Options provided for the disposal of raw logs stored at the District's public works yard.

Council discussion:

- The proceeds from the sale of the raw logs should be placed into an account for organizations to request funding.
- Request for proposals from non-profit organization should be advertised, requesting a business plan from interested participants to remove the logs as firewood.

2017-409
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council direct staff to place an advertisement on the District website, the Sooke News Mirror, and Sooke Pocket News asking for proposals from non-profit organizations for two weeks to buck and split, remove from the Public Works yard and sell the firewood.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

6.1. **Certificate of Appreciation**

A certificate was presented to the District of Sooke in appreciation from the Sooke Lions Canada Day Committee.

2017-410
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT Council receive the certificate of appreciation from the Sooke Lions Canada Day Committee.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

6.2. **Correspondence received September 1-13, 2017**

Council discussed:

- Capital Regional District (CRD) Water Expansion in the Otter Point Road area. It was noted that this Council supports the expansion to this area. The Mayor advised that an active arbitration regarding this issue was currently addressed, with the CRD. And finally, that the District's Official Community Plan (OCP) can identify issues, such as extending waterlines to the boarder of the community, which the Regional District water supplier uses to assess future expansion.

- The District of Sooke should submit a request for proposal to host the 2018 Communities in Bloom conference, we have previously hosted and possibly a review of past documentation could result in a less time-consuming submission.

2017-411
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT Council receive the correspondence from September 1-13, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

2017-412
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT Council direct staff to apply to host the 2018 Communities in Bloom conference.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Logins

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Councillor Reay left the meeting at 8:53 pm
****

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following member of the public:

1. Dave Evans, 6867 Banner Road, spoke to Item No. 13.1., providing an overview of the support request by Langford in their bid to attract an Amazon.com corporation to the Southern Vancouver Island region.

2. Ellen Lewers, 5526 Sooke Rd, Item No. 6.2. with regards to the water extension relationship with the Official Community Plan, and Item No. 5.1. clarifying that the business in question was previously a mobile operation turned stationary on the property.

11.2. Sewer Service Area Report

Feasibility study request for the future expansion of the wastewater services to areas outside the current Sewer Service Area.

The Director of Development Services highlighted reasoning and requirements of a study; future capacity and expansion, assessment for cost factors, and lay out plan for the future.

Council discussion:

- The cost for the study and where the funding would be allocated.
- Current capacity of the waste water plant and system, versus the future requirements.
- Plant operations and how they relate to the systems integrity.
- The required upgrades for current operations and the costs associate with the maintenance.
- There is a previous report prepared by Stantec, which according to staff is outdated and not relevant, but Council would like to see this report as a comparison.
- Review of the current system and boundaries is needed, to reaffirm numbers in the current Sewer Service Area (SAA):
    - Infill and pre-bought lots.
- Assessment of current system to examine where expansion and efficiencies could be obtained.

2017-413
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council direct staff to conduct a Capacity Study on the current wastewater system within the existing Sewer Specified Area.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, and Councillor Pearson
Opposed: Councillor Parkinson
Absent: Councillor Logins, Councillor Reay

10. BYLAWS

10.1. Blasting Regulation Bylaw Amendment

First, Second and Third reading of Blasting Regulation Amendment Bylaw to align with the Noise Control Bylaw.

2017-414
MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT Council give First reading to Bylaw No. 685, Blasting Regulation Amendment Bylaw (72-1), 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, and Councillor Pearson
Opposed: Councillor Parkinson
Absent: Councillor Logins, Councillor Reay

2017-415
MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT Council give Second reading to Bylaw No. 685, Blasting Regulation Amendment Bylaw (72-1), 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, and Councillor Pearson
Opposed: Councillor Parkinson
Absent: Councillor Logins, Councillor Reay

2017-416
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council give Third reading to Bylaw No. 685, Blasting Regulation Amendment Bylaw (72-1), 2017.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, and Councillor Pearson
Opposed: Councillor Parkinson
Absent: Councillor Logins, Councillor Reay

10.2. ***Zoning Amendment Bylaw No. 681 (600-44)*** **- 2151 Allman Place**

Adoption of bylaw to rezone from Rural Residential (RU4) to Rural (RU2).

2017-417
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No. 681 (600-44).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

11. REPORTS REQUIRING ACTION

11.1. **2110 and 2120 Church Road - Development Permit and Development Variance Permit**

Issuance of a Development Permit for the construction of a mixed-use commercial/ residential building and a Development Variance Permit to reduce setbacks from 2m to 0m at the existing Knox Church building.

The Planner II provided a PowerPoint presentation and overview of the written staff report.

Council discussed:

- Performance bond requirements;
  - Irrevocable letter of credit can not be met by the applicant.
- Affordable housing requirement being met with the unit size and cost.

- Land dedication of reduced setback is a highway requirement; however, the Director of Development Services will work with the applicant to address removal of this requirement.

2017-418
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council issue Development Permit PLN01328 for the purposes of constructing a mixed-use commercial/ residential building, located on 2110 and 2120 Church Road and that performance bond requirements be waived.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

2017-419
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council issue as Development Variance Permit PLN01333 to vary section 811.6 of Bylaw 600, *Sooke Zoning Bylaw, 2013* to reduce the easterly lot line setback from 2m to 0m fir the existing Knox Church building located at 2110 Church Road.

WITHDRAWN.

Council discussed:

- The District has implemented the requirement for the property in front of the Church to be donated, and Council wishes to have it removed as it is separate area from the development. Eliminating this requirement will allow for the development to move forward in a productive manner, without the hindrance of the District.

The Director of Development Services will work the developer and their engineer to eliminate the need for the land dedication, and the Development Variance Permit.

11.2. **Letter of Support for re-establishment of Section 17 Reserve 'Designated Use Area'**

Request of support for Section 17 Reserve in protection of shell fishery within the Sooke Harbour and Basin.

2017-420
MOVED by Councillor Parkinson, seconded by Councillor Kasper:
THAT Council provide a letter of support to the Ministry of Forests, Lands and Natural Resource Operations (FLNRO), showing continued support for the Section 17 Reserve, to protect the shell fishery within the Sooke Harbour and Basin, for an additional 10-year period.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

12. REPORTS FOR INFORMATION

12.1. 2018 - 2022 Financial Plan Timeline

Outline of the 2018-2022 Five Year Financial Plan timeline for budget preparations.

Council discussed:

- Assessment authority provides applicable information later in 2018 late in year, which impacts District projects, and waiting for this information is key for the budget implications.
- Preliminary information should be provided to Council in November.

2017-421
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council receive the 2018-2022 Financial Plan Timeline report, for information.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

12.2. Permissive Tax Exemptions

Third reading of the Permissive Tax Exemption Bylaw and receipt of the report.

2017-422
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council receive the Permissive Tax Exemptions report, for information.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

2017-423
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council give third reading to the Bylaw cited as *Permissive Tax Exemption Bylaw No. 684, 2017*, as amended.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

13. NEW BUSINESS

13.1. Amazon Letter of Support

Letter of support request for the City of Langford's bid to have a Amazon headquarters built in Southern Vancouver Island.

2017-424
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council direct staff to provide a letter of support for the City of Langford's bid to bring Amazon HQ2 to Southern Vancouver Island.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

14. CORRESPONDENCE

14.1. Correspondence received for September 14 - October 2, 2017

2017-425
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT Council receive the correspondence from September 14 - October 2, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

2017-426
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council direct staff to provide a report on water service to Sooke.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

14.2. Cannabis Legalization

Further information to be provided in a staff report, this letter was brought forward to ensure ample time for input, for the November 1, 2017 submission deadline.

Council discussed:

- The relation of the future legislation and the District's sign bylaw.
- Differences in enforcement regarding: Growing the product versus sales in store fronts.

- The possibility of standardization amongst local municipalities in areas close to Sooke.
- Legislation flow of authority. Federal to Province and finally Municipal, ensuring all areas are reviewed for compliance will be important.

2017-427
THAT Council receive the letter, and associated information regarding Cannabis Legalization, for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

15. COUNCIL VERBAL REPORTS

- Mayor Tait reported on the meeting attended with the Minister of Health and the appreciation for Sooke's steps towards an emergency care facility, the Ministry of Transportation and Infrastructure corridor study is to be completed this fall, and that a meeting with the Minister of Education was had with respect to School District 62 reaching capacity at their schools.

- Councillor Berger reported on Seaparc's DeMamiel Creek Golf Course being open until October 15th, UBCM attendance, and improvements for Highway 14 in the future.

- Councillor Pearson reported on his attendance at UBCM and discussed the Juan de Fuca Commission water rate increases.

- Councillor Kasper reported on his involvement as a liaison with the age friendly-seniors committee.

- Councillor Parkinson reported on the Royal McPherson Theater sessions with all municipalities for future of theater in the area and UBCM attendance.

17. NOTICES OF MOTION

17.1. Notices of Motion from October 2, 2017, Special meeting of Council.

Council discussed:

- There was dissatisfaction with a blanket approach regarding receipt of information and motions resulting from delegation presentations.
- One-time situations may arise, requiring immediate action from Council, and time may not be available for extensive review.
- The duties and responsibilities of being an elected official.

2017-428
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council receive all information from all delegations and not make any decisions or motions on the matter at hand. That staff be instructed to provide Council with a report for the next regular Council meeting.

DEFEATED.

In Favour: Mayor Tait, Councillor Parkinson
Opposed: Councillor Berger, Councillor Kasper, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

2017-429
MOVED by Councillor Parkinson, seconded by Mayor Tait:
THAT Council not receive any supplementary information or additional information at the start of any Council meetings. If the information is pertinent to an agenda item, that item should be tabled to the next Council meeting for discussion, so that Council has sufficient time to read the information.

DEFEATED.

In Favour: Councillor Parkinson
Opposed: Mayor Tait, Councillor Berger, Councillor Kasper, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

18. ADJOURNMENT

2017-430
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT the October 10, 2017 Regular meeting of Council be adjourned at 10:43 pm

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Logins, Councillor Reay

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
October 23, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	**STAFF PRESENT:**
Mayor Tait	Kenn Mount, Acting Chief Administrative Officer
Councillor Berger	Brent Blackhall, Director of Financial Services
Councillor Logins	Rob Howat, Director of Development Services
Councillor Parkinson	Carolyn Mushata, Corporate Officer
Councillor Pearson	Tara Johnson, Planner II
	Danica Rice, Planner II
	Jeff McArthur, Staff Sergeant RCMP
	Sarah Temple, Corporate Services Assistant

ABSENT:
Councillor Kasper
Councillor Reay

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:18 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(c) of the *Community Charter* as it pertains to labour relations.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:04 p.m. in the Council Chamber.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

Supplemental Information received with Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2017-431
MOVED by Councillor Berger, seconded by Councillor Logins:

THAT the agenda for the October 23, 2017 Regular Meeting of Council, be adopted with the following amendments:

- Item 11.1 - *RCMP Quarterly Update*, and Item 11.2 - *Dept. of Community Safety Submission - Cannabis Regulation in British Columbia,* moved to immediately follow Adoption of Minutes.
- Supplemental Information added to Item 11.4 - Correspondence received October 21, 2017 from Randy Clarkston.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

6. MINUTES FOR INFORMATION

6.1. Minutes of the Development and Engagement Workshop

- September 6, 2017 - Notes from the Development and Engagement Workshop

2017-432
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT the notes from the September 6, 2017 Development and Engagement Workshop be received for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

7. DELEGATIONS

7.1. Knox Vision Society

Andy Orr, representing the Knox Vision Society, addressed Council and spoke regarding the Knox Centre Affordable Housing project on Church Road and Wadams Way. The Knox Vision Society is requesting District of Sooke "equity partnership", which would include the waiver of Development Cost Charges and Permit Fees, as well as a 10-year Property Tax exemption. Mr. Orr provided an overview of the project, and an update on progress to date.

Council discussion:

- Definition of "low to moderate income" differs in each community. The Canadian Mortgage and Housing Commission (CHMC) and BC Housing publish information on qualifying income, and Sooke is included in the Greater Victoria rates.
- Staff were requested to include the financial implications associated with waiving Development Cost Charges and Permit fees for the Knox Centre Affordable Housing project, as well as providing a Property Tax Exemption, as requested by the Knox Vision Society, in the staff report.

2017-433
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council direct staff to bring a report to an upcoming Council meeting.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

7.2. **Builders Association Sooke**

- Herb Haldane

Herb Haldane representing the Builders Association of Sooke, addressed Council and spoke regarding limiting distance separations and fire response time in the Sewer Specified Area. Mr. Haldane stated that he believes a local relaxation of BC Building Code requirements which prohibit windows along the side of houses located adjacent to one another on small lots, will make these smaller, affordable, housing units more attractive.

Council discussion:

- Homeowner Insurance and "Dwelling Protection Rate" implications.
- The Fire Chief stated that various staffing models can be used to improve response times.

2017-434
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council direct staff to bring a report to an upcoming Council meeting regarding limiting distance separations and fire response time in the Sewer Specified Area.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

8. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Derek Lewers, Sooke resident, spoke to agenda item 11.3 - Business License for Driver Enterprises. Mr. Lewers provided Council with background and historical information on the operation of Driver Enterprises and encouraged Council to withdraw the business license previously issued to the business.
2. Diane Bernard, Sooke resident, spoke to agenda item 11.3 - Business License for Driver Enterprises. Ms. Bernard spoke in support of the business licensing program and municipal promotion of economic growth.
3. Ellen Lewers, Sooke resident, spoke to agenda item 11.3 - Business License for Driver Enterprises. Mrs. Lewers stated that the staff report included on the agenda left out background and historical information; she also spoke in support of protecting Ayum Creek, near Driver Enterprises.

4. Ellen Lewers, Sooke resident, spoke to agenda item 9.1 - Bylaw No. 680, *Zoning Amendment Bylaw (600-43)* - 5229 Sooke Road. Ms. Lewers believes this section of highway to be a dangerous location for a daycare centre. Ms. Lewers further questioned the circumstances in which Development Permits are required and when Council would review permit applications.

9. BYLAWS

9.1. Bylaw No. 680. *Zoning Amendment Bylaw (600-43)* - 5229 Sooke Road

The Planner II provided a PowerPoint Presentation and overview of the written staff report.

Council discussion:

- The Ministry of Transportation and Infrastructure has reviewed the application and will allow left and right turns in and out of property, with the intention of continued monitoring and the right to restrict those movements in the future.
- Council invited the applicant, Cindy Ross, to address Council.
- Ms. Ross provided further information on the expected traffic on site. Carpooling will be encouraged, a transit stop is located at the end of the driveway, and pick up and drop off times are staggered.

2017-435
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT COUNCIL give First reading to *Zoning Amendment Bylaw No. 680 (600-43)* to rezone the portion of 5229 Sooke Road located between Highway 14 (Sooke Road) and the Galloping Goose Trail from Rural (RU2) to Community Facilities (P2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Pearson
Opposed: Councillor Parkinson
Absent: Councillor Kasper, Councillor Reay

2017-436
MOVED by Councillor Pearson, seconded by Councillor Berger:
THAT COUNCIL give Second reading to *Zoning Amendment Bylaw No. 680 (600-43)* to rezone the portion of 5229 Sooke Road located between Highway 14 (Sooke Road) and the Galloping Goose Trail from Rural (RU2) to Community Facilities (P2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Pearson
Opposed: Councillor Parkinson
Absent: Councillor Kasper, Councillor Reay

2017-437
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw* No. 680. (660-43) in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

9.2. **Bylaw No. 684, *Permissive Tax Exemptions*, 2017**

2017-438
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council adopt Bylaw No. 684, *Permissive Tax Exemptions*, 2017

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

9.3. **Bylaw No. 685, *Blasting Regulation Amendment* (72-1), 2017**

Council discussion:

- In response to a question from Council, staff provided clarification that Bylaw No. 685, Blasting Regulation Amendment Bylaw restricts blasting noise to the times stipulated in the Noise Control Bylaw. However, private vehicle movement that is associated with crews arriving on site, is not regulated.

2017-439
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT Council adopt *Blasting Regulation Amendment Bylaw No. 685 (72-1) 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

9.4. **Bylaw No. 687, Zoning Amendment Bylaw (600-47) - 6599 Arranwood Drive**

The Planner II provided a PowerPoint Presentation and overview of the written staff report.

Council discussion:

- Affordable housing requirements are inconsistent between developments and the definition of "affordable" has yet to be determined by Council.

2017-440
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT COUNCIL give First reading to *Zoning Amendment Bylaw No. 687 (600-47)* to rezone a portion of 6599 Arranwood Drive from Neighbourhood Commercial (C1) to Medium Density Multi Family 2 (RM2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

2017-441
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT COUNCIL give Second reading to *Zoning Amendment Bylaw No. 687 (600-47)* to rezone a portion of 6599 Arranwood Drive from Neighbourhood Commercial (C1) to Medium Density Multi Family 2 (RM2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

2017-442
MOVED by Councillor Logins, seconded by Councillor Pearson:
AND THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 687 (600-47)* in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

10. REPORTS REQUIRING ACTION

10.1. Development Permit Amendment - 6995 Nordin Road (Phase 7)

The Director of Development Services provided a PowerPoint Presentation and overview of the written staff report.

2017-443
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT Council authorize issuance of Development Permit Amendment PLN01335 for the purpose of amending the Development Permit for 6995 Nordin Road (Phase 7) with updated elevation drawings, site plan and landscaping.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

11. REPORTS FOR INFORMATION

11.1. RCMP Quarterly Update

- Staff Sergeant McArthur
- Verbal update

Staff Sergeant McArthur provided Council with a quarterly update regarding RCMP activities, staffing numbers, and case file counts. Preventative traffic and impaired driving tickets have increased, and the detachment is working to increase their presence both roadside, and at community events. Constable Haldane has been working to increase the number of neighbourhood watch groups in Sooke, and has recently brought on a 8th neighbourhood.

Council discussion:

- Question regarding the completion time of initial traffic assessments at motor vehicle accidents.
- Impact of cannabis legalization and impaired detection.
- Summary of policing issues facing the community. Domestic violence continues to be a top concern, and a working group has been formed to help tackle the issue.

2017-444
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT the RCMP Quarterly Update be received for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

11.2. **Dept. of Community Safety Submission - Cannabis Regulation in British Columbia**

The Director of Community Safety and the RCMP Staff Sergeant provided an overview of the written staff report.

Council discussion:

- Impact on municipal resources associated with conduction of inspections for marijuana growing facilities and sales facilities.
- The Union of British Columbia Municipalities is asking for local government input regarding cannabis legislation and a survey is available online. Councillors and members of the public are encouraged to complete the survey.
- Discussion regarding the responsibilities of various levels of government in regulating cannabis distribution.

2017-445
THAT COUNCIL receive the report for information;
AND THAT COUNCIL consider key issues for inclusion in the comprehensive Mayor and Council submission to the *Cannabis Legalization and Regulation Secretariat*, through the Ministry of Public Safety and Solicitor General.

CARRIED.

11.3. **Business Licence for Driver Enterprises - 5536 Sooke Road**

The Director of Community Safety provided an overview of the written staff report.

Council discussion:

- A business license cannot be issued by Council and therefore the business license for Driver Enterprises has been deemed invalid. An appeal process is available to the applicant, and staff advised that Mr. Driver has indicated he will proceed with an appeal, which has been scheduled for the November 14, 2017 Regular Council meeting.

2017-446
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council receive the report for information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

11.4. **Site Specific Floodplain Exemption - 2295 Phillips Road**

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

Council discussion:

- The District of Sooke Flood Regulation Bylaw was amended in 2013, but the intention of a 30m setback is unclear. A 15-m setback is quoted on the Ministry of Environment's webpage.
- Discussion regarding requirement for a section 219 covenant under Bylaw No. 561, *Floodplain Regulation Bylaw,* 2013.
- Council invited Randy Clarkston to speak to his written submission on the subject of floodplain regulation. Mr. Clarkston stated he believes Bylaw No. 561 should be amended to regulate the height of a building above the floodplain, not the distance of the building from the floodplain.

2017-447
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT COUNCIL receive the report submitted by Ryzuk Geotechnical and approve a Site Specific Floodplain Exemption from Bylaw No. 561, Flood Regulation Bylaw, 2013 to reduce the floodplain setback from 30 meters from the natural boundary of the Sooke River for a single family dwelling at 2295 Phillips Road to 19.5 meters.

WITHDRAWN

2017-448
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT COUNCIL receive the report submitted by Ryzuk Geotechnical and consider a Site Specific Floodplain Exemption from Bylaw No. 561, Flood Regulation Bylaw, 2013 to reduce the floodplain setback from 30 meters from the natural boundary of the Sooke River for a single family dwelling at 2295 Phillips Road to 19.5 meters, with the

condition that a section 219 covenant is registered on the property title as per Bylaw 561.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

2017-449
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council direct staff to bring back the Flood Regulation Bylaw for consideration of amendments to best practices for setbacks.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, and Councillor Parkinson
Absent: Councillor Kasper, Councillor Pearson, and Councillor Reay

12. NEW BUSINESS

No New Business items were presented.

13. CORRESPONDENCE

13.1. Correspondence received October 2 - 12, 2017

Council discussion:

- Numerous complaints have been received about speeding on Phillips Road. Signage is inaccurate as speed limits are posted differently dependent on direction of travel.
- Staff indicated that a speed reader can be used to collect data on the area and an analysis included in a future staff report.

2017-450
MOVED by Councillor Logins, seconded by Councillor Berger:
THAT the correspondence received October 2 - 12, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

2017-451
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council direct staff to provide a report on road safety and speed limits on Phillips Road.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson

Absent: Councillor Kasper, Councillor Reay

14. COUNCIL VERBAL REPORTS

Councillor Parkinson reported on:

- Attending meetings regarding the future of the Royal and McPherson Theatres.

Councillor Berger reported on:

- SEAPARC golf course remained open two weeks longer this season, and is projected to have operated close to revenue neutral for this fiscal year.
- The SEAPARC budget process has begun, with a surplus expected from 2017, which may be used to offset a proposed requisition increase for 2018.

Mayor Tait reported on:

- Filming of the movie "Elsewhere" has wrapped up in Sooke, with production personnel praising Sooke as an ideal location.
- Recent meetings with both the Transportation and Health Ministers, with an upcoming meeting scheduled with the Education Minister.
- Talktober Event scheduled for Wednesday, October 25 from 4:30 - 7:30.
- Royal Roads University Masters students presenting November 23, 2017 at the Prestige Hotel.

15. NOTICES OF MOTION

Notice of Motion from October 10, 2017 Regular Council meeting

- Notice of Motion from Councillor Bev Berger

Council discussion:

- Development and Engagement Workshop has had dialogue about 48-hour building permits. A recommendation from the group accompanied by staff feedback could help to improve the process.
- Request a staff report outlining the history of the 48-hour building permit, the reasons it isn't offered anymore, the impact on staff resources, challenges and ways of improving the process.

2017-452
MOVED by Councillor Logins, seconded by Councillor Berger:
THAT Council refer the issue of reinstating the 48-hour building permit to staff for more information.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

15.1. **Notices of Motion for consideration at November 13, 2017 Regular Council meeting**

1. Sooke Program of the Arts Committee - Councillor Parkinson
   THAT the Sooke Program of the Arts Committee be reinstated.

2. Sooke Community Centre Advisory Committee - Councillor Logins
   THAT the Sooke Community Centre Advisory Committee be reinstated.

3. Youth Advisory Select Committee – Councillor Logins
   THAT Council form a Youth Advisory Select Committee

4. Affordable Housing Select Committee - Councillor Logins
   THAT Council form an Affordable Housing Select Committee

5. Land Use Select Committee - Councillor Kasper
   THAT Council form a Land Use Select Committee

6. Finance and Administration Select Committee - Councillor Kasper
   THAT Council form a Finance & Administration Select Committee

7. Trails Task Force – Mayor Tait
   THAT Council form a Trails Task Force

Council discussion:

- Council to consider staff resources, timing of meetings, and draft terms of reference and provide feedback in advance of November 14, 2017 Regular Council meeting.

16. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

No In-Camera resolutions were released.

17. ADJOURNMENT

2017-453
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT the October 23, 2017 Regular Meeting of Council be adjourned at 9:48 p.m.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Kasper, Councillor Reay

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
November 14, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Brent Blackhall, Director of Financial Services
Rob Howat, Director of Development Services
Kenn Mount, Fire Chief & Director of Community Safety
Tara Johnson, Planner II
Danica Rice, Planner II
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:
Councillor Berger

1. CALL TO ORDER
Mayor Tait called the meeting to order at 7:00 p.m.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION
New Business/ Supplemental Information was received with the Approval of the Agenda.

3. APPROVAL OF THE AGENDA
2017-454
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT the agenda for the November 14, 2017 Regular meeting of Council, be adopted, with the addition of the New Business/ Supplemental agenda items:

- Item No. 7.2. *Bylaw No. 687, Zoning Amendment Bylaw (600-48)*, as supplemental information.
- Item No. 10.4. *2017 Pavement Condition Assessment Report*, as supplemental information.

AND THAT Item No. 10.1, Public Hearing for *Zoning Amendment Bylaw No. 680 (600-43), 2017*, immediately follow the Adoption of Minutes.

AND THAT Item No. 10.2, Public Hearing for *Zoning Amendment Bylaw No. 687 (600-48), 2017*, immediately follow Item No. 10.1.

AND THAT Item No. 10.3, Public Hearing for *Zoning Amendment Bylaw No. 683, (600-46), 2017*, immediately follow Item No. 10.2.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

4. ADOPTION OF MINUTES

Minutes of the Regular meetings of Council

- October 10, 2017 Regular meeting of Council
- October 23, 2017 Regular meeting of Council

2017-455
MOVED by Councillor Pearson, seconded by Councillor Logins:
THAT the minutes from the October 10, 2017, Regular meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

2017-456
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT the minutes from the October 23, 2017, Regular meeting of Council, be adopted as circulated.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

4.1. Recommendations from November 6, 2017 Committee of the Whole Meeting

2017-457
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the Committee of the Whole recommend to Council that the Community Service Agreement for the Sooke Community Association be renewed for a period of 5 years, in the amount of $28,000 plus an annual 2% increase;
AND THAT this amount be included in the 2018 Financial Plan.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

2017-458
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT the Committee of the Whole recommend to Council that the Community Service Agreement for the Sooke Region Historical Society be renewed for a period of 5 years, in the amount of $23,650 for 2018, $26,123 for 2019, plus an annual 2% increase for each subsequent year;
AND THAT this amount be included in the 2018 Financial Plan.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

2017-459
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the Committee of the Whole recommend to Council that the Community Service Agreement for the Sooke Region Tourism Association be renewed for a period of 5 years, in the amount of $23,000 plus an annual 2% increase;
AND THAT this amount be included in the 2018 Financial Plan.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Opposed: Councillor Reay
Absent: Councillor Berger

Council discussed the Sooke Region Tourism Association agreement:

- The initial agreement was drafted to assist in the development and support of tourism in the area, for a 3-year term, and wasn't intended to remain as standing financial assistance for this association.
- The association plays an important in pushing business from the outlying areas into Sooke, and works with our neighbouring municipalities as well as Sooke.

2017-460
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the Committee of the Whole recommend to Council that the Community Service Agreement for the Sooke Region Community Health Network be renewed for a period of 5 years, in the amount of $22,500 plus an annual 2% increase;
AND THAT this amount be included in the 2018 Financial Plan.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

7. PUBLIC HEARINGS AND RELATED BYLAWS

7.1. Bylaw No. 680, *Zoning Amendment Bylaw (600-43)* - 5229 Sooke Road

The Planner II provided a PowerPoint presentation and overview of the proposed development, recommending Council to give Third reading to Bylaw No. 680, *Zoning Amendment Bylaw No. 680 (600-43)* for 5229 Sooke Road, to rezone a portion of the property from Rural (RU2) to Community Facilities (P2).

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the prosed bylaw, would be given a reasonable opportunity to be heard and to have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing for Bylaw No. 680, *Zoning Amendment Bylaw No. 680 (600-43)* for 5229 Sooke Road to order at 7:12 p.m.

Public Submissions:

- Ellen Lewers, 5226 Sooke Road, spoke in opposition of the rezoning at 5229 Sooke Road, with regards to the traffic and safety issues with left turns into this property from the highway.

- Sifu Moonfist, 6591 Lincroft Road, spoke regarding the visibility issues at this location, and that the brush needs to be trimmed down to maintain clear sightlines.

- Cindy Ross, applicant for the development at 5229 Sooke Road, assured Council that safety is the main priority of the project as this will be a daycare. Ms. Ross explained an entry and exit plan has been approved by the Ministry of Transportation, and there is a written plan to maintain brush to ensure visibility.

The Public Hearing was closed at 7:20 p.m.

2017-461
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 680 (600-43), 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Pearson, and Councillor Reay
Opposed: Councillor Parkinson
Absent: Councillor Berger

7.2. **Bylaw No. 687, *Zoning Amendment Bylaw (600-48)* - 6599 Arranwood Drive**

The Planner II provided a PowerPoint presentation and overview of the proposed development, recommending Council give Third reading to Bylaw No. *Zoning Amendment Bylaw No. 687 (600-48)* for 6599 Arranwood Drive, to rezone from Neighbourhood Commercial (C1) to partial C1 and Medium Density (RM2). Also recommending the owner enter into a section 219 covenant that limits the height of future development to 3 storeys up to a maximum of 12 meters on this portion of the property.

Council Discussion:

- The driveway and the garage location pose a to meet parking requirements, and it is perceived that it is not actually provide two functional parking spaces.
- With the approximate selling price of the units not being available, it is difficult to assess if the affordable housing provision is being met.
- There was concern regarding density, which the applicant clarified by assuring each townhouse would be no more than 2 floors.

The applicant was invited to address comments and inquiries.

- Blair Robertson, applicant for the development at 6599 Arranwood Drive, provided the following:
  - The parking shown on the plan is a conceptual design and there will be additional parking for visitors.
  - Determination of a range or target price point for these proposed units is approximately 2-3 years away as it will be dependent on the ever-changing market. It is difficult to present an actual dollar value at this point.
  - Modified housing was initially planned in 2005; with the addition of a commercial option there will be a reduction in future area density.

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard and to have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing for the Bylaw No. 687, *Zoning Amendment Bylaw No. 687 (600-48)* for 6599 Arranwood Drive to order at 7:41 p.m.

Public Submissions:

- Katie McLaughlin, 113-6591 Arranwood Drive, spoke in opposition of the proposed changes at 6599 Arranwood Drive, highlighting her submitted comments. The concerns she has with the proposed development are already apparent and will only increase with this development; sidewalk safety, increased vehicle traffic, lack of set-backs, poor visibility, and lack of privacy. Ms. McLaughlin requested Council consider requiring an easement between the Alders properties and the proposed development.

- Graeme Bartle, 119-6591 Arranwood Drive, addressed the letter submitted by his strata. Mr. Bartle expressed concern with the density increase, and that the proposed units have a greater square footage than the units on the neighbouring development. He also noted that parking is already limited, with the garage blocking in driveway access for most units, there is no room in the laneway to park anywhere else. Mr. Bartle had safety concerns with the proximity between the proposed development and the Alder units, wondering is the access would be sufficient if there was a fire in the rear of either property. Finally, he mentioned there are landscaping limitations with the proximity of homes, and more space between units would allow for residents to plant a privacy barrier.

- Gregory Varano, 105-6591 Arranwood Drive, spoke in opposition of the proposed development at 6599 Arranwood Drive and agreed with previous comments by other homeowners from his strata. Mr. Varano supports The Alders strata request for an easement to increase privacy, noting that the Fir trees on the property are an asset and would like to see these remain. Mr. Varano expressed concern with how the affordable housing portion of the development would be implemented.

- Herb Haldane, 3118C Otter Point Road, spoke in regard to lack of consistency between rezoning applications and sought clarity on how the affordable housing component for this development would be addressed. Mr. Haldane echoed resident's complaints that parking is not adequate for the area.

- Chris Secord, 115-6591 Arranwood Drive, spoke in opposition of the proximity of the proposed development at 6599 Arranwood Drive, which is at the back of his property. He would like to be assured that privacy will be maintained, suggesting a buffer. Mr. Secord discussed the drainage concerns that created with the varied elevations between properties. There would be increased parking issues and Mr. Secord wondered how regulations would be enforced.

- Derrick Church, 107-6591 Arranwood Drive, spoke in opposition of the rezoning of 6599 Arranwood Drive. Expressing his reason for living in the area, Mr. Church would be disappointed with a change in the environment adjoining their property. Mr. Church agreed with his fellow neighbour's fear that parking would not be sufficient for the area. Finally, he expressed his apprehension that privacy would be eliminated for those in The Alders strata should this development proceed.

The applicant was invited to address comments and inquiries.

- Blair Robertson, applicant for the development at 6599 Arranwood Drive, stated:
    - The design is a conceptual sketch, not a final plan and the number of units is not concrete.
    - It is the intent of the developer to ensure adequate parking is allocated, and that these units will not have suites.

- The concerns of the neighbours have been heard, and there can be an increase from the minimum setbacks to generate a larger separation between properties. The easement option is not viable as smaller units will decrease the ability to implement the proposed building plan.

The Public Hearing was closed at 8:54 p.m.

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Mayor Tait recessed the meeting at 8:55 p.m.

Mayor Tait reconvened the meeting at 9:00 p.m.
****

Council discussion:

- The affordable housing aspect of this development is not apparent;
- Additional parking spaces should be incorporated and include and increased road width.
- Additional consultation with neighbouring properties should occur prior to this applicant proceeding.
- It was agreed that the trees should remain, if possible, to keep the natural landscape surrounding the subdivision.

2017-462
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 687 (600-48), 2017.*

DEFEATED.

Opposed: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

7.3. **Bylaw No. 683, *Zoning Amendment Bylaw (600-46)* - 2325 Church Hill Drive**

The Planner II provided a PowerPoint presentation with an overview of the proposed development, recommending Council give Third reading to the Bylaw No. *Zoning Amendment Bylaw No. 683 (600-46)* for 2325 Church Hill Drive, to rezone from Low Density Multi Family 1 (RM1) to Small Lot Residential (R3).

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard and to have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing for Bylaw No. 683, *Zoning Amendment Bylaw No. 683 (600-46)* for 2325 Church Hill Drive
to order at 9:15 p.m.

Public Submission:

- Herb Haldane, 3118C Otter Point Rd, expressed concern with consistency and expectations regarding parking requirements.

- Diana Jack, 6507 Callumwood Lane, stated it is difficult to navigate the sidewalks as the roadways are full of parked cars which creates a safety hazard there is limited viability of pedestrians trying to cross the road. Mrs. Jack encourages limiting the number of suites which will only add to the parking problem.

The Public Hearing was closed at 9:21 p.m.

Council Discussion:

- The parking concerns could be addressed by a requirement for additional visitor parking spaces.
- Establishing the minimum lot size, and town house versus single-family, are important when assessing the density.
- The affordable housing option was to be tied into the property at 6599 Arranwood Drive, which is owned by the same developer, and adjoins this location. Therefore, there is no specific plan to meet the requirements.

2017-463
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 683 (600-46), 2017;*

AND THAT Council require a section 219 covenant to be registered prior to adoption of Zoning Amendment Bylaw No. 683 (600-46) to ensure that at time of subdivision, the owner constructs a minimum of one (1) off-street visitor parking space for every two (2) residential lots created in addition to providing the number of parking spaces required on each residential lot for a single-family dwelling and a secondary suite as per the Zoning Bylaw.

DEFEATED.

In Favour: Councillor Kasper
Opposed: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

2017-464
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 683 (600-46), 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: Councillor Logins
Absent: Councillor Berger

2017-465
MOVED by Councillor Reay, seconded by Councillor Pearson:
Amendment:
THAT Council require a section 219 covenant prior to adoption of *Zoning Amendment Bylaw No. 683 (600-46)* to ensure that at time of subdivision, the owner constructs one additional off-street parking space for every secondary suite proposed.

CARRIED.

In Favour: Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: Mayor Tait, Councillor Logins
Absent: Councillor Berger

5. DELEGATIONS

5.1. Senior/ Youth Facilities

Ms. Pinalski addressed Council requested Council approve in principle, the provision of a 4,000-5,000 sq ft Seniors/ Youth Facility pm Lot A. Between the District and organization, there is $255,000 available and additional grants would be sought. Council has been provided the results of a survey conducted regarding requested activities and memberships.

5.2. Senior Social Needs - Moonfist

Moonfist addressed Council requesting support for Sooke Seniors. He highlighted that Sooke Seniors currently lack a space to call their own and connect with one another in a communal space. The re-establishment of a Community Centre Advisory Committee would assist in building facilities such as a Seniors & Youth Activity Centre.

****
Councillor Kasper left the meeting at 10:13 p.m.
****

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Jeff Zigay, 6419 Sooke Rd, spoke to Item No. 11.2., regarding restriction of waterfront access for development.

2. Douglas Nachtigal, 2150 Melrick Place, spoke regarding Item No. 8.1. expressing his desire to have the section 219 covenants to be treated the same for the Melrick Place rezoning application as Item No. 7.3. for Church Hill Drive.

3. Andy Orr, Atcorr Development Consulting, spoke to Item No. 10.1 highlighting that the report had a mistake in it, as the Development Cost Charges are already included in their request.

7. BYLAWS

7.1. 2150 Melrick Place - Rezoning Application

First and Second reading to rezone from Large Lot Residential (R1) to Small Lot Residential (R3).

The Planner II provided a PowerPoint presentation and overview of the written staff report.

2017-466
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 686 (600-47)* to rezone 2150 Melrick Place from Large Lot Residential (R1) to Small Lot Residential (R3).

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

2017-467
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 686 (600-47),* in accordance with Section 466 of the *Local Government Act.*

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

7.2. Maple Park Terrace Road Closure Bylaw

2017-468
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council give First, Second and Third reading to *Maple Park Terrace Highway Closure and Removal of Highway Dedication Bylaw No. 656, 2017.*

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

7.3. **Officer Delegation Bylaw**

2017-469
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council rescind Third reading of Officer Delegation Bylaw No. 672.

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

In response to a question, the Corporate Officer clarified that Council is recommended to amend the bylaw to include only the provisions related to the Acting CAO position.

2017-470
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council give Third reading to the Officer Delegation Bylaw No. 672 as amended.

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

8. REPORTS REQUIRING ACTION

8.1. **Lot A Logs - Update**

Disposal options for the raw logs, for Lot A, which are stored at the District's public works yard.

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

Council Discussion:

- It needs to be clearly identified as to how non-profit charities will apply for funding assistance; eligibility standards and disbursement process.
- There are two options for where the proceeds should be deposited: Community Grant Fund or into a separate account.
- The was concern expressed surrounding the difficulties of allowing the community to buck, split and remove the wood themselves.
- The proceeds from the sale of the logs needs to be established prior to deciding on the process of disbursement.
- Organizations that are not eligible for funding through the Community Grant Fund, should be encouraged and able to apply for funding from these proceeds.

2017-471
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council direct staff to proceed with a request for bids to offer the sale of the entire lot of raw logs stored at the District of Sooke public works yard and that Council determine the disbursement of proceeds at a future meeting.

2017-472
MOVED by Councillor Logins, seconded by Councillor Parkinson:
Amendment
THAT Council direct the proceeds be deposited into the Community Grant Fund.
DEFEATED.

In Favour: Councillor Logins
Opposed: Mayor Tait, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

2017-473
MOVED by Councillor Pearson, seconded by Councillor Logins:
Amendment
THAT Council direct the proceeds be directed to a special account dedicated to local charities.
DEFEATED.

In Favour: Councillor Parkinson, Councillor Pearson
Opposed: Mayor Tait, Councillor Logins, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

The Main Motion was then PUT and DEFEATED. (Councillors Logins, Parkinson and Pearson opposed)

Mayor Tait requested reconsideration of the main motion.

The Main Motion was then PUT and CARRIED.

In Favour: Councillor Reay, Mayor Tait, Councillor Parkinson, Councillor Logins, and Councillor Pearson
Absent: Councillor Berger, Councillor Kasper

9. REPORTS FOR INFORMATION

9.1. Knox Centre Affordable Housing Project - DCC charges

Consideration of waiving the Development Cost Charges (DCC) for the Knox Centre Affordable Housing Project.

Council Discussion:

- The value of the Permissive Tax Exemption can not be presented at the time of the report, as the tax assessment needs to be completed next year which will coincide with the yearly option for amending the Permissive Tax Exemption Bylaw.
- Council does not have authority over the commercial portion of the property, with regards to an exemption, DCC's can be paid and then granted back. This would be a similar process as to how the District worked with the Hope Centre on West Coast Road.
- The waiving of the associated fees, in principle.

2017-474
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council receive this report for information;
AND THAT Council approve the request by Knox Church to waive Development Cost Charges and permit fees in principle and consider a property tax exemption for 2019.

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger, Councillor Kasper

9.2. **2080 Kaltasin Rd - Public Works Yard**

Information on existing leases for the Kaltasin public works yard.

The Director of Development Services provided an overview of the written staff report, highlighting that a small area is leased for storage and Main Road usage is incorporated into our contract.

Council Discussion:

- There is a desire to ensure transparency of all lease processes.

2017-475
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council receive the report for information.

CARRIED.

In Favour: Mayor Tait, Councillor Parkinson, and Councillor Reay
Opposed: Councillor Logins, Councillor Pearson
Absent: Councillor Berger, Councillor Kasper

10. ADJOURNMENT

2017-476
MOVED by Councillor Reay, seconded by Councillor Pearson:
THAT Council continue the November 14, 2017, Regular meeting of Council past 11:00 p.m.

DEFEATED.

In Favour: Mayor Tait, Councillor Reay
Opposed: Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Berger, Councillor Kasper

2017-477
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT The November 14, 2017, Regular meeting of Council be adjourned at 11:00 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Opposed: Councillor Reay
Absent: Councillor Berger, Councillor Kasper

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
November 27, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:	**STAFF PRESENT:**
Councillor Berger	Teresa Sullivan, Chief Administrative Officer
Councillor Logins	Brent Blackhall, Director of Financial Services
Councillor Parkinson	Rob Howat, Director of Development Services
Councillor Pearson	Kenn Mount, Fire Chief & Director of Community Safety
Councillor Reay	Carolyn Mushata, Corporate Officer
	Sarah Temple, Corporate Services Assistant

ABSENT:
Mayor Tait
Councillor Kasper

1. CALL TO ORDER

Acting Mayor Pearson called the closed portion of the Regular Council meeting to order at 6:05 p.m. in the Municipal Meeting Room.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-478
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT this meeting be closed to the public under section 90(1) of the *Community Charter* as it pertains to:

(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 be the municipality.

(e) the acquisition, disposition, or expropriation of land or improvements, if the council considers that disclosure would reasonably be expected to harm the interests of the municipality.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

3. CALL TO ORDER - OPEN PORTION

Acting Mayor Pearson called the open portion of the Regular Council meeting to order at 7:05 p.m. in the Council Chamber.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

Supplemental Information was added with the Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2017-479
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT the agenda for the November 27, 2017 Regular Council meeting, be adopted with the following amendments:

- Addition of Supplemental Information to Item 12.2 Regional Growth Strategy (RGS) Dispute Resolution Process Update

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

6. ADOPTION OF MINUTES

Minutes of the November 6, 2017 Committee of the Whole meeting

2017-480
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the minutes of the November 6, 2017 Committee of the Whole meeting, be adopted as circulated.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

7. DELEGATIONS

7.1. South Island Prosperity Project (SIPP)

- Bruce Williams

Bruce Williams, representing the Sooke Island Prosperity Project which provides Economic Development Services for the Capital Region, addressed Council and spoke regarding the project's successes. The District of Sooke had previously considered joining the initiative, but then decided against it. Mr. Williams indicated he would like to revisit the discussion on the benefits of membership.

Council discussion:

- Clarification of cost of membership vs. potential returns for Sooke.

- Benefits of membership include support for local business which is a topic addressed by the Sooke Region Chamber of Commerce.
- Representatives from the South Island Prosperity Project to follow-up with additional information on the benefits of membership.

7.2. **Herb Haldane**

- Homeless Shelters, Affordable Housing, Micro Housing options

Mr. Haldane addressed Council and spoke regarding low vacancy rates in Sooke for renters, and specifically tradespeople who are looking for affordable housing. Mr. Haldane encouraged Council to consider options such as temporary housing, micro-housing, a reduction of setback requirements and higher density on smaller lots.

Council discussion:

- Affordable housing was a common theme across the province at UBCM.

7.3. **Gail Hall**

- Sooke River Road Parking and Traffic Concerns

Ms. Hall addressed Council and spoke regarding traffic and parking concerns on Sooke River Road, near the Fred Milne Soccer Fields. Ms. Hall reminded Council of a previous commitment from March 9, 2015 to address parking in this section of road. The District of Sooke owns parkland directly across the road from the soccer field, and has leased a portion to the Sooke Horseshoe Pitching Association. Ms. Hall encouraged Council to use this area to address parking, but added that the money used to purchase this land was from the Parkland Acquisition Fund and that if the space is used for parking, the money should be returned to that fund accordingly.

7.4. **Juan de Fuca Salmon Restoration Society**

- Designation of Sooke as "Smoked Salmon Capital of Canada"

Elida Peers, representing the Juan de Fuca Salmon Restoration Society, provided a history of smoked salmon in the Sooke region and requested that Council designate Sooke as the smoked salmon capital of Canada. Ms. Peers indicated that the smoked salmon contest held this past year was a large success, and that a sign installed on highway 14 has tripled visitors to the Charters Creek Interpretive Centre to view the spawning salmon.

2017-481
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council designate Sooke as the Smoked Salmon Capital of Canada.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

8. UNFINISHED BUSINESS

8.1. Firefighter (Career) - 2017 Recruitment & Selection Process

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

Council discussion:

- Analysis of projected cost savings and budget implications should be completed to ensure savings were recognized.
- Impact on staff morale and burnout rates were reduced.
- There were no labour relations implications with Collective Agreement.

2017-482
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council receive the report for information.

CARRIED.

In Favour: Councillor Logins, Councillor Parkinson, Councillor Berger, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

8.2. 5-Year Road Improvement Program

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

2017-483
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT Council receive this report for information;
AND THAT Council consider the proposed 5-Year Road Improvement Program outlined in this report during the 2018-2022 Five Year Financial Plan budget deliberations.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

8.3. Support Letter for re-establishment of Section 17 Reserve 'Designated Use Area' Report

- Request for Reconsideration by the Mayor

Request for reconsideration submitted by Mayor Tait, following the October 10, 2017 Council resolution stating support for the Section 17 Reserve.

2017-484
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT Council provide a letter to the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) advising that the District of Sooke does not support the Section 17 Reserve within the Sooke Harbour and Basin.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

8.4. **Correspondence received October 12 - November 3, 2017**

2017-485
THAT the correspondence received for October 12 - November 3, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

8.5. **Notices of Motion for consideration from the November 14, 2017 Regular Council meeting.**

Sooke Program of the Arts Committee - Councillor Parkinson

Council discussion:
- Terms of Reference from previous Sooke Program of the Arts Committee to be amended to state that no staff support is required.

2017-486
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the Sooke Program of the Arts Committee be reinstated.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Sooke Community Centre Advisory Committee - Councillor Logins

Council discussion:
- Committee to review draft Terms of Reference.
- Staff support is not required.

2017-487

MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the Sooke Community Centre Advisory Committee be reinstated.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Youth Advisory Select Committee - Councillor Logins

Council discussion:

- Examples of similar committees exist throughout the Capital Regional District.
- Councillor Logins has experience with engaging youth.
- Recruiting members for all Committees and establishing Terms of Reference will take time.

2017-488
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council form a Youth Advisory Select Committee.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Affordable Housing Select Committee - Councillor Logins

Council discussion:

- Will require an active and engaged committee that brings forward recommendations to Council recommending changes to bylaws and policies, means of promoting affordability etc.
- Will require a staff member to answer questions regarding bylaws and policies.
- Terms of Reference are in draft format only.

2017-489
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT Council form an Affordable Housing Select Committee.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Opposed: Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Land Use Select Committee - Councillor Kasper

2017-490
MOVED by Councillor Logins, seconded by Councillor Reay:

THAT discussion regarding formation of a Land Use Select Committee be postponed to the December 11, 2017 Regular Council meeting.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Finance and Administration Select Committee - Councillor Kasper

2017-491
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT discussion regarding formation of a Finance and Administration Select Committee be postponed to the December 11, 2017 Regular Council meeting.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Trails Task Force - Mayor Tait

2017-492
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT discussion regarding formation of a Trails Task Force be posted to the December 11, 2017 Regular Council meeting.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Valid Business Licenses - Councillor Parkinson

For discussion at December 11, 2017 Regular Council meeting:
THAT the District of Sooke no longer conduct business with any Sooke business that does not hold a valid District or Inter-Municipal Business License.

Business License Program - Councillor Berger

For discussion at December 11, 2017 Regular Council meeting:
THAT the District of Sooke develop a business license program where a one-time fee option could be implemented.

8.6. **Release of In-Camera Resolutions - Lot A Fencing and Site Security**

2017-165-IC

THAT Council direct the Director of Development Services to enter into an agreement for brush removal, removal of the building and lease of fencing with funds to come from the Operating Contingency.

2017-166-IC
THAT Council direct staff to prepare a financial plan amendment to identify Lot A expenditures as a separate line item.

The Director of Finance provided clarification that a financial plan amendment was not necessary and that the Lot A expenditures were now shown as a separate line in the budget to actual reports.

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Jeff Bateman, Sooke resident, spoke regarding item 8.5 and the establishment of Committees, expressing a desire for continuity from one administration to the next.
2. Les Monnington, Otter Point resident, spoke regarding item 12.1 Sewer Serviceability 2119 Charters Road. Mr. Monnington presented documentation regarding the history of sewer service at this location and payment for sewer connections.
3. Herb Haldane, Otter Point resident, addressed Council and stated that if roads identified in the Transportation Master Plan or in the Official Community Plan are not intended to be built, the public should be made aware.

10. BYLAWS

10.1. Bylaw No. 672, *Officers and Delegation of Authority*

2017-493
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT the Bylaw cited as the *Officers and Delegation of Authority Bylaw No. 672, 2017,* be adopted.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

10.2. Bylaw No. 680 (600-43) - 5229 Sooke Road

2017-494
MOVED by Councillor Reay, seconded by Councillor Berger:

THAT the Bylaw cited as *Zoning Amendment Bylaw No. 680 (600-43), 2017*, be adopted.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Pearson, and Councillor Reay
Opposed: Councillor Parkinson
Absent: Mayor Tait and Councillor Kasper

11. REPORTS REQUIRING ACTION

11.1. Local Government Leadership Academy Annual Leadership Forum

2017-495
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT Council authorize Councillor Kasper to attend the *Local Government Leadership Academy Annual Leadership Forum* to be held January 31, 2018, to February 3, 2018, in Richmond, BC;
AND THAT the costs for the Forum be expended from the *2018 Council Travel/Conferences/Education* budget.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

11.2. Single-Use Plastic Bag Bylaw

Council discussion:

- Comments to the City of Victoria to be provided in the form of a letter.
- Public education on this issue is likely to be more effective than bylaw enforcement.

2017-496
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council provide the following comments to the City of Victoria regarding a Single-Use Plastic Bag Bylaw:

- The District of Sooke Council supports a Single-Use Plastic Bag bylaw, in principle.
- Council is concerned about the resources required to enforce the bylaw.
- Council suggests the Capital Regional District prepare educational materials on behalf of the participating municipalities so that the same message is shared throughout the region.
- The City of Victoria is requested to share the results of the regional consultation with participating municipalities.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

12. REPORTS FOR INFORMATION

12.1. Sewer Serviceability 2119 Charters Rd

The Director of Development Services provided an overview of the written staff report, including a history of discussions regarding development plans and sewer service at 2119 Charters Road.

Council discussion:

- Mr. Monnington has previously paid for a gravity fed sewer service that staff now advise we are unable to provide. Council will need to determine next steps once all information is presented, including documentation provided by Mr. Monnington at this meeting.
- Staff to research history of District agreements, correspondence and discussions with Mr. Monnington.

Mr. Monnington was invited to address Council, and provided the following information:

- He originally bought into the newly created Sewer Specified Area in 2003.
- Letters from the District of Sooke clearly state the sewer would be gravity fed.
- Throup Road was discussed as a new "entrance to Sooke" and high density/commercial development encouraged in place of a previous application to develop a mobile home park at 2119 Charters.
- BC Assessment has valued the property at a higher amount as they believe it to be serviced by sewer.
- Mr. Monnington has requested that the issue be rectified many times, including requesting an audience with Council.

Council discussion:

- History of plans to develop Throup Road, and a planned East-West connector to ease congestion through downtown Sooke.
- Council requested additional information be brought forward to the December 11, 2017 Regular Council meeting, including the documentation provided by Mr. Monnington.

2017-497
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT staff be directed to bring a report back to the December 11, 2017 regarding Sewer Serviceability Report at 2119 Charters Road and that the item be a priority on the agenda;
AND THAT staff be directed to provide Mr. Monnington a letter stating the property at 2119 Charters Road is not connected to sewer.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

12.2. **Regional Growth Strategy (RGS) Dispute Resolution Process Update**

Council discussion:

- Mayor Tait, Councillor Kasper or Teresa Sullivan to represent the District of Sooke during the CRD RGS Dispute Resolution Process on December 6 -8, 2017.

2017-498
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT Council receive this report for information.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

12.3. **CRD Report - Climate Projections for the Capital Region**

2017-499
MOVED by Councillor Reay, seconded by Councillor Logins:
THAT the Capital Region District report entitled "*Climate Projections for the Capital Region*", be received for information.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Reay
Absent: Mayor Tait and Councillor Pearson

13. NEW BUSINESS

No New Business presented.

14. CORRESPONDENCE

14.1. **Correspondence received November 1, 2017 - November 23, 2017**

2017-500
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the correspondence received November 1 - 23, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

14.2. **Correspondence re: Abandoned Vessels**

- Request for Abandoned Vessel stories

2017-501
MOVED by Councillor Logins, seconded by Councillor Reay:
THAT the correspondence regarding Abandoned Vessels be received and filed accordingly for the record.

CARRIED.

In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

15. COUNCIL AND CAO VERBAL REPORTS

Councillor Reay reporting on:

- Attending CREST Finance meeting, two Vancouver Island Regional Library board meetings, the Sooke Remembrance Day event, and the Sooke Santa Parade.

Councillor Parkinson reporting on:

- Attending a Sooke Transition Town event on Regional Transportation, a Te'mexw Treaty Advisory Committee meeting, Sooke Remembrance Day events, and the Sooke Santa Parade.

Councillor Pearson reporting on:

- Attending a Juan de Fuca Water Commission meeting, a fundraiser for the Sooke Harmony Project, the Sooke Remembrance Day event, and the Santa Parade.

Councillor Logins reporting on:

- Attending the Sooke Fire Annual Volunteer appreciation event, and the Canada 150 skit.

16. NOTICES OF MOTION

Notice of Motion submitted for consideration at December 11, 2017 Regular Council meeting

Wounded Warrior Run 2018 - Councillor Parkinson

THAT Council support the "Wounded Warrior Run 2018" in the amount of $1,000.00 as the District of Sooke is home to an ever-increasing population of Veterans, Members of the Military and First Responders.

17. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

2017-502
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT Council appoint Councillor Berger and Councillor Reay (Alternate) to the Sooke & Electoral Area Parks and Recreation Commission for the year 2018;

THAT Council appoint Patrick Grove and Jim Perkins as District of Sooke community members to the Sooke and Electoral Area Parks and Recreation Commission for a two year term commencing January 1, 2018;

THAT Council appoint Councillor Reay and Councillor Logins (Alternate) to the Vancouver Island Regional Library Board for the year 2018;

THAT Council appoint Heather Nelson as the District of Sooke citizen representative to the Intermunicipal Advisory Committee on Disability Issues;

AND THAT these resolutions be released to the public.

CARRIED.
In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

18. ADJOURNMENT

2017-503
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT the November 27, 2017 Regular meeting of Council be adjourned at 9:50 p.m.

CARRIED.
In Favour: Councillor Berger, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Mayor Tait and Councillor Kasper

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

MINUTES
District of Sooke
Regular Council Meeting
December 11, 2017 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:
Mayor Tait
Councillor Berger
Councillor Kasper
Councillor Logins
Councillor Parkinson
Councillor Pearson
Councillor Reay

STAFF PRESENT:
Teresa Sullivan, Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Tara Johnson, Planner II (left at 9:41 pm)
Danica Rice, Planner II (left at 9:41 pm)
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the closed portion of the Regular Council meeting to order at 6:03 p.m., in the Municipal Meeting room.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2017-504
MOVED by Councillor Parkinson, seconded by Councillor Berger:
THAT this meeting be closed to the public under section 90(1)(c) and (i) of the *Community Charter* as it pertains to labour and employee relations and the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Regular Council meeting to order at 7:03 p.m. in the Council Chamber.

5. APPROVAL OF THE AGENDA

2017-505
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT the agenda for the December 11, 2017 Regular meeting of Council, be adopted, as amended:

- Item No. 10.1., Public Hearing for Zoning Amendment Bylaw No. 686 (600-47), 2017, be moved to immediately follow the Adoption of Minutes.
- Item No. 9., Public Question and Comment Period, be moved to follow Item No. 7.2.
- Item 13.2., Memorial Dedication Policy, 2014, at Whiffin Spit, be moved to follow Item No. 9.
- Item No. 12.5., Zoning Amendment Bylaw No. 689 (600-50), 2017, be moved to follow Item No. 13.2.
- Item No. 13.1., Development Permit Application – 1820 Maple Avenue, be moved to follow Item No. 12.5.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

4. ADOPTION OF MINUTES

Minutes of the Regular meeting of Council:

- November 14, 2017 - Regular meeting of Council
- November 27, 2017 - Regular meeting of Council

An adjustment to November 27, 2017 Regular Council meeting minutes are required, Item No. 8.5., *Affordable Housing Select Committee*, Councillor Reay's vote in opposition is absent.

2017-506
MOVED by Councillor Logins, seconded by Councillor Parkinson:
THAT the minutes of the November 14, 2017 and the November 27, 2017, Regular meetings of Council, be adopted as amended.

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, Councillor Reay, and Mayor Tait

10. PUBLIC HEARINGS AND RELATED BYLAWS

10.1. Bylaw No. 686, *Zoning Amendment Bylaw (600-47)* - 2150 Melrick Place

The Planner II provided a PowerPoint presentation and overview of the proposed development, recommending Council give Third reading to Bylaw No. 686, Zoning Amendment Bylaw No. 686 (600-47), 2017 for 2150 Melrick Place, to rezone the property from Large Lot Residential (R1) to Small Lot Residential (R3).

Mayor Tait read a written statement advising that any person who believes their interest in the property is affected by the proposed bylaw, would be given a reasonable opportunity to be heard and to have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing for Bylaw No. 686, *Zoning Amendment Bylaw No. 686 (600-47)* for 2150 Melrick Place to order at 7:13 p.m.

Public Submissions:

- Gus Van Arendonk, 2123 Melrick Pl, expressed his concerns regarding adequate parking, increased noise and traffic in the area, and questioned the long-term impact on existing residents with this development.

- Allan Dolan, 2119 Melrick Place, addressed Council asking them to consider the other application on Melrick, as the density increases in an environmentally sensitive area. Mr. Dolan encourages green space for wildlife habitat and privacy for the neighbourhood be maintained.

- In response to questions about storm water management, the Planner II stated:
    - At the time of subdivision, the bylaw identifies, specific standards that are in place to ensure drainage doesn't affect neighbouring properties

- Linda White, 6998 Melrick Place, spoke regarding lot size decrease in a established neighbourhood where lots are double the size of the proposed development. Ms. White requested that the aesthetics of the area, parking concerns, and the increase pressure on the infrastructure be taken into consideration.

- Ed Berlando, 6995 Allwood Terrace, expressed his concerns with minimal lot size compared to the surrounding area, fire hazard access and suggested an additional hydrant in area.

- In response to questions regarding area densification, the Planner II stated:
    - The area is designated for community residential use, a designation that permits low to medium density. The small lot residential zone, a zone that permits lots smaller than 500m sq, would fit within the medium density community residential designation.

The Public Hearing was closed at 7:34 p.m.

Council Discussion:

- There is concern that the affordable housing option, of secondary suites, does not meet the current need in the community, with the rental market value increasing and limited options for those with animals and children.
- Parking issues could arise due to the number of houses proposed, in comparison to the number of parking spaces.
- There is dissatisfaction with continued infill outside of the town core.
- The desire for increased green space for wildlife, and residents of the neighbourhood was discussed.
- Details of the covenant were debated:
    - 1 visitor stall for every 2 lots.
    - Suites would need additional onsite parking.

- In response to questions, the Planner II stated:
  - There is an option to share an existing road, which would create 7 lots. Without the road share, there will be 6 lots and the developer will be required to create their own road.
  - Fire concerns will be addressed at the time of subdivision to ensure adequate access.
  - An assurance that the Zoning Bylaw will provide adequate review of all of Council's concerns.

2017-507
MOVED by Councillor Reay, seconded by Councillor Parkinson:
THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 686 (600-47), 2017.*

CARRIED.

In Favour: Councillor Berger, Councillor Kasper, Councillor Pearson, and Councillor Reay
Opposed: Councillor Logins, Councillor Parkinson, and Mayor Tait

2017-508
MOVED by Councillor Reay, seconded by Councillor Berger:
THAT Council require a section 219 covenant be registered prior to adoption of the Zoning Amendment Bylaw No. 686 to ensure that at the time of subdivision, the owner constructs a minimum of one (1) off-street visitor parking space for every two (2) residential lots created in addition to providing the number of parking spaces required on each residential lot for a single-family dwelling and a secondary suite as per the zoning bylaw.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Opposed: Councillor Logins

5. DELEGATIONS

7.1. Mouck Marine Energy Productions

Mr. Mouck addressed Council and spoke regarding the successes of Mouck Marine Energy. Mr. Mouck stated that there has been open dialogue between himself and BC Hydro regarding independent energy production, and that the Canadian Safety Authority (CSA) is working on setting up a standards development committee.

Council directed Mr. Mouck to contact District staff to arrange a meeting, staff will provide a report to Council on the outcome of this meeting.

7.2. **Sooke Fine Arts Society**

Ms. Rossner, representing the Sooke Fine Arts Society, provided a history of the Sooke Fine Arts Societys and requested the society be added as a line item in the District of Sooke budget. Ms. Rossner highlighted that the Sooke Fine Arts show is a major art show on Vancouver Island that draws people to Sooke and to use our local vendors, bringing revenue into the community. With the addition of guaranteed monies from the District, opposed to grant applications, the society will be better equipped to apply for Provincial and Federal funding support.

2017-509
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT Council add a $7,000 line item in the 2018 budget for the Sooke Fine Arts Society.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

1. Wendell Milne, 5360 Basinview Heights, spoke as former Mayor, regarding Item No. 13.2. Mr. Milne provide insight into the policy, as he was Mayor at the time of the revision, expressing his discomfort with the renewal fee at that time and the understanding that costs associated with repairs would be incurred. Mr. Milne stated that a policy is made by politicians and staff implement, clarification should always be run through Council. Mr. Milne requested Council bring the policy back to the table for review and revision.

2. Robert Pearce, 2407 Poplar Drive, spoke regarding Item No. 13.2., expressing his dissatisfaction with the renewal fee as it was a donation to the community.

3. Doug Nex, 1918 Caldwell Road, spoke regarding Item No. 13.2., stating his frustration with the renewal cost when the benches were donated in perpetuity.

4. Laurie Hicks, 2550 Sooke River Road, spoke regarding Item No. 13.8., addressing her experience with the District in obtaining a building permit for a manufactured home on her property. Ms. Hicks was not aware, or informed, that she would not be able to install the home until she was requested to pick up her permit, where she learned that to complete the move a zoning bylaw amendment was required.

5. Ed Berlando, 6995 Allwood Terrace, requested to speak to Item No. 12.3., and was unable as it was closed for public comment.

6. John McNeil, 6765-B Grant Road West, spoke regarding Item No. 13.2., in opposition to charging for memorial bench renewal.

7. Britt Santowski, 39-2206 Church Road, spoke regarding Item 13.5., suggesting Sooke Pocket News as an outlet for advertising.

8. Lynda Nex, 1918 Caldwell, spoke regarding Item No. 13.2., expressing the upset incurred with the receipt of a renewal letter.

9. Jim Mitchell, 6631 Sooke Road, spoke regarding Item No. 13.2., that a time limit should not be imposed, benches are not being maintained so money doesn't seem needed.

10. Brigg Low, 5660 Woodlands Rd, spoke regarding Item No. 13.8, support of infill, and encouraged future development in areas outside of the infill location.

13.2. **Memorial Dedication Policy, 2014, at Whiffin Spit Park**

****

Councillor Berger declared a conflict as a member of her family has received a letter regarding memorial bench renewal and left the room at 8:33 p.m.

****

Review of options for memorial benches located at Whiffin Spit Park.

Mayor Tait explained that good governance occurs in Council Chamber, not on social media. Mayor Tait stated that Council adopted the *Memorial Dedication Policy* and staff was following the process laid out within the policy. It was explained that the benches are in areas along the ocean exposed to the elements and have become worn and damaged. Instead of removing the benches it was decided to write a letter and provide the option for the installation of a memorial wall.

Council Discussion:

- There is a lack of perspective for what the future impact on the donors will be, with this policy.
- Council apologized to residents who received a letter requesting renewal of their donated memorial bench.
- Any monies that had been received should be returned to the donor, and that benches and plaques remain in place until further direction from Council is provided.
- There is a desire to maintain current benches, as they are an asset to the District and the community.
- It was sought that the policy should be reviewed at a meeting in early 2018, and that all recipients of renewal letters be invited to attend.

2017-510
MOVED by Councillor Pearson, seconded by Councillor Kasper:
THAT Council rescind the letters; and

THAT the policy be brought back to Council for consideration at a future meeting.

CARRIED.

In Favour: Councillor Kasper, Councillor Pearson, Mayor Tait, Councillor Logins, Councillor Parkinson, and Councillor Reay
Absent: Councillor Berger

2017-511
MOVED by Councillor Parkinson, seconded by Councillor Reay:
Amendment to motion 2017-510:
THAT Council rescind the letters with an apology from Mayor and Council.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

2017-512
MOVED by Councillor Logins, seconded by Councillor Pearson:
Amendment to motion 2017-510:
THAT the policy be brought back to Council for consideration at the first available Committee of the Whole meeting in 2018.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

The Question on the Main Motion was then PUT and CARRIED.

Councillor Parkinson was requested to provide a copy of the 2014 Arts & Beautification report for discussion at the January Committee of the Whole.

2017-513
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT Council direct staff to refund any monies paid to the District for renewal of memorial benches.

CARRIED.

In Favour: Mayor Tait, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Berger

****

Councillor Berger returned to the meeting at 9:03 p.m.

****

12.5. **Bylaw No. 689 (600-50), *Zoning Amendment* - 3018 Manzer Road**

First and second reading to rezone from Rural Residential (RU4) to Rural (RU2).

The Planner II provided a PowerPoint presentation and overview of the written staff report.

Council Discussion:

- The access agreement for the property owner to cross the Galloping Goose trail was requested to be included in the Public Hearing package.

2017-514
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT Council give First reading to *Zoning Amendment Bylaw No. 689 (600-50)* to rezone 3018 Manzer Road from Rural Residential (RU4) to Rural (RU2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-515
MOVED by Councillor Pearson, seconded by Councillor Reay:
THAT Council give Second reading to *Zoning Amendment Bylaw No. 689 (600-50)* to rezone 3018 Manzer Road from Rural Residential (RU4) to Rural (RU2).

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

2017-516
MOVED by Councillor Parkinson, seconded by Councillor Reay:
THAT a Public Hearing be scheduled for the *Zoning Amendment Bylaw No. 689 (600-50)* in accordance with Section 466 of the *Local Government Act*.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

13.1. **Development Permit Application - 1820 Maple Avenue**

Development Permit for the construction of a 5-storey mixed use commercial/ residential building.

The Planner II provided a PowerPoint presentation and an overview of the written staff report.

Council Discussion:

- The sewer capacity level and in-fill have been accounted for within the current OCP however, the sewer serviceability review has yet to be completed.

The applicant was invited to answers comments and inquiries.

- John St. Patrick, applicant for the development at 1820 Maple Avenue, stated:
  - There has been open dialogue with neighbouring properties and no negative comments have been received, to date.
  - The development is open to the contributing to future expansion of the rotary pier boardwalk.

2017-517
MOVED by Councillor Kasper, seconded by Councillor Reay:
THAT Council issue Development Permit PLN01339 for the purpose of constructing a 5 storey mixed use commercial/residential building located at 1820 Maple Avenue South.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay

****

Councillor Reay left the meeting at 9:41 p.m.
****

8. UNFINISHED BUSINESS

Request for Reconsideration by the Mayor:

8.1. Cannabis Regulation - Report

Mayor Tait explained that the initial letter sent did not clarify Council's position on cannabis regulation, and that Provincial legislation has been lightly established, with regards to age of consumption and distribution. There is no further action required until Federal legislation is implemented.

Notice of Motion for consideration from the November 27, 2017, Regular Council meeting.

8.2. Land Use Select Committee

Councillor Kasper provided an overview of how a committee of this type would support the District, Council and the community.

Council Discussion:

- Staff assistance will be required for this committee.
- The development, and selection process, is to be determined.
- The purpose of the committee is to assess outdated policies and bylaws.
- Previous terms of reference will be used as the base for establishing new committee terms.

2017-518
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council form a Land Use Select Committee and receive Terms of Reference from Councillor Berger in early 2018.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

8.3. **Finance and Administration Select Committee**

Councillor Kasper provided an overview of the importance of this committee, allowing Council and the public an opportunity to review the detailed expenditures of the District.

Council discussion:

- Terms of reference will be similar to the previous long term financial committee.
- There were concerns with allowing limited public input in a developing budget and having the opportunity to make changes, with limited Council involvement.
- The preference was for a standing committee, over select, as it provides greater opportunity for involvement.

2017-519
MOVED by Councillor Kasper, seconded by Councillor Pearson:
THAT Council form a Finance and Administration Select Committee.

DEFEATED.

Opposed: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

8.4. **Trails Task Force**

Mayor Tait stated that the task force would walk community parks and trails to identify areas for improvement.

Council Discussion:

- The group would ensure associated cost implications and other avenues for revenue are assessed.
- There would be minimal staff requirements.
- The primary goal will be exploring and reviewing the accessibility, safety, and identification of public trails in the community.
- Work will be completed in conjunction with the Capital Regional District.

2017-520
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT Council form a Trails Task Force with the Terms of Reference to be developed at a public workshop.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, Councillor Pearson, and Councillor Reay
Absent: Councillor Reay

8.5. **Valid Business Licenses**

Council Discussion:

- Local businesses who maintain valid business licenses have complained that the District conducts business with those who do not hold a valid business license.
- Staff is reaching out to businesses without valid business licenses.

2017-521
MOVED by Councillor Parkinson, seconded by Mayor Tait:
THAT the District of Sooke no longer conduct business with any Sooke business that does not hold a valid District of Inter-Municipal Business License.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Opposed: Councillor Kasper
Absent: Councillor Reay

8.6. **Business License Program**

Council Discussion:

- The decreased revenue from a one-time fee would impact the future maintenance of business licensing.
- This District does not have the tax base, from the commercial side, to support this program.

2017-522
MOVED by Councillor Berger, seconded by Councillor Parkinson:
THAT Council direct staff to bring back a report with options for a perpetual business license.

DEFEATED.

In Favour: Councillor Berger
Opposed: Councillor Parkinson, Mayor Tait, Councillor Kasper, Councillor Logins, and Councillor Pearson
Absent: Councillor Reay

8.7. **Wounded Warrior Run 2018**

2017-523
MOVED by Councillor Parkinson, seconded by Councillor Pearson:
THAT Council support the "Wounded Warrior Run 2018
in the amount of $1,000.00, from Council Contingency, as the District of Sooke is home to an ever-increasing population of Veterans, Members of the Military and First Responders.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

11. PUBLIC INPUT MEETINGS AND RELATED REPORTS

No members of the public provided input for the adoption of the *Maple Park Terrace Highway Closure and Removal of Highway Dedication Bylaw No. 656, 2017.*

12. BYLAWS

12.1. **Bylaw No. 656, 2017 - Maple Park Terrace Highway**

2017-524
MOVED by Councillor Logins, seconded by Councillor Pearson:
THAT the Bylaw cited as *Maple Park Terrace Highway Closure and Removal of Highway Dedication Bylaw No. 656, 2017,* be adopted.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

12.2. **Bylaw No. 669 (147-32), *Sooke Core Sewer Specified Area Amendment* - 7004 Melrick Place**

2017-525
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT the Bylaw cited as *Sooke Core Sewer Specified Area Amendment Bylaw No. 669 (147-32)*, be adopted.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

12.3. **Bylaw No. 675 (600-39), *Zoning Amendment* - 7004 Melrick Place**

2017-526
MOVED by Councillor Berger, seconded by Councillor Pearson:
THAT the Bylaw cited as *Zoning Amendment Bylaw No. 675 (600-39),* be adopted.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

12.4. **Bylaw No. 678 (600-41), *Zoning Amendment* - 6603 Sooke Road**

2017-527
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT the Bylaw cited as *Zoning Amendment Bylaw No. 678 (600-41),* be adopted.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

13. REPORTS REQUIRING ACTION

13.3. **Transit Bench Advertising Agreement**

The renewal of a 5-year agreement for benches at transit stops, with the removal of the garbage receptacles.

Council Discussion:

- It's been identified that the associated advertising revenue, under funds the District's costs to empty the garbage receptacles.
- Clarification that the garbage receptacles would be removed from the bus stops and the benches would remain.
- There was dissatisfaction of 'billboard' style signage along the road way.

2017-528
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council authorize the renewal of the agreement with Island Advertising for a 5-year term contingent upon the removal of the garbage receptacles from the agreement.
CARRIED.
In Favour: Mayor Tait, Councillor Berger, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Opposed: Councillor Kasper
Absent: Councillor Reay

13.4. **Murray Road Staircase**

Request to transfer funds, approve carry over, and authorize agreement for repair work for the Murray Road Staircase.

Council Discussion:

- There were concerns with the process of the RFP; whether other companies applied and why Council is not viewing the other proposals.
- Concerns were raised regarding the approximate prices associated with the agreement, a set price should have been established.
    - The Chief Administrative Officer answered questions of Council:
        - The successful proponent is from Shawinigan Lake.
        - The initial amount forecasted for the staircase was for maintenance, the increase is due to the extent of the damage caused by the failure.

2017-529
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council approve a 2017 capital budget transfer of $50,000 from the Public Space Enhancement account to the Murray Road Staircase project; and

THAT Council approve any 2018 carry over of unspent 2017 Murray Road Staircase project funds to be funded from the 2018 budget for the Public Space Enhancement account; and

THAT Council authorize staff to enter into an agreement with Rolling Tides Construction for the completion of the repair work for the Murray Road Staircase.

DEFEATED.

In Favour: Mayor Tait and Councillor Pearson
Opposed: Councillor Logins, Councillor Parkinson, Councillor Berger, and Councillor Kasper
Absent: Councillor Reay

2017-530
MOVED by Councillor Kasper, seconded by Councillor Parkinson:
THAT Council approve a 2017 capital budget transfer of $50,000 from the Public Space Enhancement account to the Murray Road Staircase project.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-531
MOVED by Councillor Kasper, seconded by Councillor Berger:
THAT Council direct staff to bring forward a report with additional details on the RFP submissions.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

13.5. **2018 Regular Council Meetings**

Council Discussion:

- Shift in January, due to holiday staffing and there is an additional
- Additional meeting added in July.
- Election occurring in October opposed to November.
- Request for the addition of a meeting in August, to ensure adequate opportunity for development in the community to continue through the summer.

2017-532
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council approve the 2018 Regular Council meeting schedule as follows:

January 15, 2018	June 11, 2018
January 29, 2018	June 25, 2018
February 13, 2018	July 9, 2018
February 26, 2018	July 23, 2018
March 12, 2018	September 24, 2018
March 26, 2018	October 1, 2018
April 9, 2018	Nov 5, 2018 (Inaugural Meeting)
April 23, 2018	Nov 13, 2018 (Tuesday)
May 14, 2018	Nov 26, 2018
May 28, 2018	December 10, 2018

2017-533
MOVED by Councillor Berger, seconded by Councillor Parkinson:
Amendment to 2017-532:
THAT a meeting on Monday, August 13, be added to the 2018 Regular Council Meeting Schedule.

CARRIED.

In Favour: Councillor Berger, Councillor Parkinson, Mayor Tait, Councillor Kasper, Councillor Logins, and Councillor Pearson
Absent: Councillor Reay

The Question on the Main Motion was PUT and CARRIED.

13.6. **2018 Acting Mayor Schedule**

2017-534
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT members of Council be appointed as Acting Mayor for the year 2018, as follows:

January - February	Councillor Rick Kasper
March	Councillor Kevin Pearson
April	Councillor Brenda Parkinson
May - June	Councillor Bev Berger
July - August	Councillor Ebony Logins
September - October	Councillor Kerrie Reay

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

13.7. **Section 121 Sooke Land District - Nagle Road**

2017-535
MOVED by Councillor Kasper, seconded by Councillor Logins:
THAT Council receive the report for information, and

THAT Council direct Mayor Tait to respond to the correspondence from Beecher Bay First Nation dated October 25, 2017 advising that a deposit in the amount of $234,795.00 is required.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

13.8. **Affordable Housing**

Request to review and report back on amendments to the Zoning Bylaw, to allow Z240 standard manufactured homes in residential areas.

Council Discussion:

- The difficulty with the application process getting to the stage of providing a permit, and then being held back was concerning.
- There was a desire to amend the Zoning Bylaw as soon as possible.
    - The Corporate Officer informed Council that they were unable vary the bylaw with out a copy of the bylaw amendment in front of them. This will take a minimum of 2 meetings to resolve.

2017-536
MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT Council receive the report for information, and

THAT Council direct staff to investigate and make recommendations with respect to amending the Zoning Bylaw to allow Z240 standard manufactured homes in residential zones.

2017-537
MOVED by Councillor Berger, seconded by Councillor Kasper:
THAT the Council meeting be extended past 11:00 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-538
MOVED by Councillor Kasper, seconded by Councillor Logins:
Amendment to 2017-536:
THAT Council direct staff to prepare a Zoning Bylaw amendment to allow Z240 standard manufactured homes in residential zones.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

The Question on the Main Motion was the PUT and CARRIED.

14. REPORTS FOR INFORMATION

14.1. Sewer Connection 6519 Throup Rd.

Information provided regarding the Sewer Connection at 6519 Throup Road (previously 2119 Charters Road).

The Chief Administrative Officer provided an overview of the written report. Identifying that a legal opinion is currently being sought. As there are significant impacts to the 2018 budget the District is ensuring all implications are reviewed and assessed. An in-camera meeting will be held with regard to the legal opinion, once received.

Council Discussion:

- It was clearly stated that Council supported the sewer connection for the property.
- There was a financial investment with the inception of the current system.
- Desire was for all items pertaining to this issue be discussed in an open forum, providing all details to the public.

- The contract provided by the property owner indicates compliance would be met, when available, and the site would be serviced.
- It is concerning that the funding has been received and cashed by the District, yet the property in question has still not been connected to the sewer.
- If the capacity needs are available, then this property needs to be connected.
- This needs to be addressed within the next budget cycle.
- These collected funds from this property's sewer service fees were placed in the general revenue fund.

The property owner was invited to address comments and inquiries.

- Les Monnington, property owner of 6519 Throup Road provided the following:
  - He is concerned with the time frame allocated to this file, and that there is still no resolution.
  - Litigation is of concern.

Next steps: In-Camera meeting to discuss the legal opinion, rise and report on any items pertinent to this file, meeting to be held in early January to generate a plan of action.

2017-539
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council receive the report for information and a meeting be scheduled to address the findings of the legal opinion and auditor findings in order to work towards a solution in January 2018.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

16. CORRESPONDENCE FOR INFORMATION

16.1. Correspondence received November 18 - December 1, 2017

2017-540
MOVED by Councillor Pearson, seconded by Councillor Parkinson:
THAT the correspondence received for November 18 - December 1, 2017, be received and filed accordingly for the record.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

2017-541
MOVED by Councillor Parkinson, seconded by Councillor Logins:
THAT Council direct staff to investigate and report back on the Federal Gas Tax Fund in British Columbia from the UBCM letter dated November 21, 2017, regarding Gas Tax Agreement Community Works Fund Payment.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

19. ADJOURNMENT

2017-542
MOVED by Councillor Berger, seconded by Councillor Logins:
THAT the December 11, 2017, Regular meeting of Council be adjourned at 11:40 p.m.

CARRIED.

In Favour: Mayor Tait, Councillor Berger, Councillor Kasper, Councillor Logins, Councillor Parkinson, and Councillor Pearson
Absent: Councillor Reay

Maja Tait
Mayor

Certified Correct:

Carolyn Mushata
Corporate Officer