



MEETING MINUTES

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Task Force:	North East Quadrant Lot A		
Date:	July 11, 2019	Call to Order Time:	1:00 p.m.

Attendees:

Councillor Jeff Bateman, Chair	P	Carol Pinalski	P
Andrew Moore	P	Godfrey Medhurst	P
Rick Robinson	P		
Staff:			
Ivy Campbell, Head of Planning	P	Jennifer Royer-Collard, Corporate Services Assistant	P

1.	Call to Order
The meeting was called to order by Councillor Bateman at 1:05 p.m.	

2.	Approval of the Agenda	Moved	GM	Carried	✓
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3.	Introductions
Round table discussion ensued with the members providing background information about the organizations they represent and personal connection to the community as well as the project.	

4.	Terms of Reference
<p>A review of the terms of reference provided identified that there were updates that had occurred at a Council meeting which amended the terms. The following were to be updated and then redistributed to the task force:</p> <ul style="list-style-type: none"> ▪ Under <u>Mandate</u>: <ul style="list-style-type: none"> ○ remove “community center” and replace with “mixed-use multi-storey building”. ○ addition of “high level business case” to the second bullet. <p>An updated version will be distributed to members at the next meeting and a copy added to the file for the record.</p>	

5.	Code of Conduct
Request that all members review and sign the code of conduct.	

6.	Council Procedure Bylaw
Requirement of the task force to abide by the <i>Council Procedure Bylaw No. 728, 2019.</i>	

7.	First Steps
<p>The three (3) options discussed, all of which will require further review and background information:</p> <ol style="list-style-type: none">1. District of Sooke - funds, plans, builds, owns and operates facility.2. Public Partnerships – District owns the land but leases to public entity to fund, build and operate facility. Involving the following partners:<ol style="list-style-type: none">a. District of Sookeb. Sooke Lions Clubc. Sooke Seniors Drop In Centred. Sooke Elderly Citizens Society in collaboration with the Sooke/Juan de Fuca Health Foundation.e. A housing society – as builder and manger housing component.f. Possibly others as identified by this committee.3. Private – Subdivide the land, sell to private entity through a Request for Proposals; which would identify the ‘must haves’ for the building. <p>A round table discussion ensued with the following highlights:</p> <ul style="list-style-type: none">▪ Legalities associated with each option for the property.▪ Overall support for a ‘multi-use community centre facility’ in the 2014 plebiscite.▪ Concerns with accessing funding, lost opportunity to apply for Provincial and Federal funding if project takes too long.▪ Concerns with including the youth portion without a youth voice at the table.<ul style="list-style-type: none">○ Possible option to reach out to the Westshore Youth Coordinator hired through the EMCS Society○ Utilize research conducted with Sooke youth during Getting It Built study and existing sources on local youth engagement.▪ Opportunities for co-housing.▪ Funding will be a large hurdle, depending on the avenue chosen to pursue there may or may not be subsidy.▪ Multi faceted stakeholders willing to participate in success of project.▪ Estimated cost of the project:<ul style="list-style-type: none">○ Approximate (estimated) value of entire project \$15-20 million.○ Options for funding: Referendum or borrowing. <p><u>Must Have’s</u></p> <ul style="list-style-type: none">▪ Drop in facility for Seniors (day-time hours)<ul style="list-style-type: none">○ Option for Youth to utilities (supervised) evening/weekends.○ Games style room for pool, shuffleboard and cards.▪ Office space for Sooke Seniors	

- Office space for Sooke Lions (if contributing to project and separate from Seniors)
- Gathering space for Lions (potentially shared with Senior's Drop In, as a use is mainly in the evenings.
- Storage for the Lions.
- Commercial Kitchen – Seniors have all industrial grade appliances purchased and in storage. Lions also in need of a commercial kitchen.
- Ground floor dedicated to Seniors space.
- Accessible washroom facilities.
- Hall style space for community meals and events.
- Possible space for the Sooke Volunteer Center.
- Affordable seniors housing on the upper floors. Possible Co-Housing model.
- Built green and use the Step Code Level 3. Be a leader in the community.

Funding Conversations

Opportunities for the District of Sooke to borrow fund to support development and what those funds should include:

- Tangible funds identified:
 - District of Sooke = \$254,000 reserves + Land Value
 - Sooke Lions Club = unspecified amount of funds, but willing to investigate and provide dollar figure.
 - Sooke Seniors Drop In Centre = \$50,000 + fundraising
 - Health Foundation – Fundraising power
- Decisions on who will manage the various contributions and research/ apply for grants.
- Opportunity for the District of Sooke to borrow funds to support development.
- Discussion around what those funds should include (just NE quadrant or also plaza, interior road network and servicing for full build out).

Suggestion was raised of a referendum question that could be added to the upcoming by-election ballot that would seek voter approval for the District to borrow up to \$5 million to kickstart the project and secure third-party grants and funding. Given the 82 percent support shown for a community center in the 2014 plebiscite, this was judged to be a reasonable request at this time. Staff quickly confirmed that such a referendum question could not be done within the short time frame leading to the election given legal requirements of the *Local Government Act*, among which are District council and then Ministerial approvals of the question.

8. Supporting Documentation

The following documents will be circulated to all task force members and be utilized as supporting documents in achieving the mandate set out in the terms of reference:

- Community Center Advisory Committee - Final Report presented at the May 9, 2016 Committee of the Whole meeting.
- Minutes – May 9, 2018 Committee of the Whole meeting on Final Report.
- Lot A Report – May 27, 2019 Regular Council meeting
- Minutes – May 27, 2019 Regular Council meeting on Lot A Report
- Sooke Seniors Drop In Centre Society – Visioning for the Future

- Sooke Region Community Health Initiative – Getting it Built: Community Centre Project
- Sooke Age Friendly Committee – Excerpts from 2019 Minutes regarding Lot A
- Vancouver Island Region Library – Landscape Concept Plan
- District of Sooke Planning Department – File Notes and Memo
- Timeline – prepared and provided by Councillor Jeff Bateman

9.	Next Meeting
The next meeting will be held on Tuesday, July 23, 2019 at 10:00 a.m.	

10.	Adjournment	Moved	JB	Carried	✓
The meeting was adjourned at 2:50 p.m.					

Chair

Corporate Officer