



MINUTES
District of Sooke
Regular Council Meeting
January 14, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Ebony Logins
Councillor Brenda Parkinson
Councillor Al Beddows
Councillor Jeff Bateman
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim Chief Administrative Officer
Brent Blackhall, Director of Finance
Raechel Gray, Deputy Director of Finance
Rob Howat, Director of Development Services
Kenn Mount, Fire Chief & Director of Community Safety
Carolyn Mushata, Corporate Officer
Ivy Campbell, Head of Planning
Teunesha Evertse, Planner I
Paul Butterfield, Engineer Technologist
Jennifer Royer-Collard, 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

2019-01

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT this meeting be closed to the public under section 90(1)(c) of the *Community Charter* as it pertains to labour relations.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

3. CALL TO ORDER - OPEN PORTION

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

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business - Rise and Report

- Temporary Chief Administrative Officer

Supplementary Information was received with the Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2019-02

MOVED by Councillor Brenda Parkinson, seconded by Councillor Jeff Bateman:
THAT the agenda for the January 14, 2019 Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 10.1. Zoning Amendment Bylaw No. 726 (600-67). 2018.
- Addition of Supplemental Information for Item No. 11.1 – ALR Exclusion at 7166 West Coast Road.
- Move the Public Hearing, Item No. 10.1. Zoning Amendment Bylaw No. 726 (600-67), 2018, to follow Item No. 7.1. Employee Recognition.
- Allow for Public Input to occur for Item No. 11.1 ALR Exclusion at 7166 West Coast Road separate from the Public Question and Comment Period.
- Addition of New Business Item No. 13.1. Rise and Reports-Temporary Chief Administrative Officer.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

6. ADOPTION OF MINUTES

Minutes of the Regular Council and Committee of the Whole meetings:

2019-03

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT the following meeting minutes be adopted, as circulated:

- December 10, 2018 Regular Meeting of Council
- December 17, 2018 Committee of the Whole Meeting
- December 17, 2018 Special Meeting of Council

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

6.1. Recommendation from December 17, 2018 Committee of the Whole meeting

2019-04

MOVED by Councillor Brenda Parkinson, seconded by Councillor Jeff Bateman:
THAT the Committee of the Whole recommend Council direct staff to consider the following in drafting the Transportation Master Plan:

- Define cash-in-lieu parking calculations;
- Bylaw to restrict commercial vehicle parking;
- Amend Zoning Bylaw to increase multi-family parking requirements

Amendment to Main Motion 2019-04

2019-05

MOVED by Councillor Brenda Parkinson, seconded by Councillor Jeff Bateman:

THAT Council amend the main motion to add the following:

- Parking restrictions for one (1) side of the road way, in residential neighborhoods.
- Implement a 3-lane standard width on all roads in all new developments to ensure ample parking.

The Main Motion 2019-04, as amended, was PUT and CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

7. RECOGNITION

7.1. Employee Recognition

Mayor Tait acknowledged the following employees, for their dedicated service and long-term commitment to the District of Sooke:

- Tony Bastone, 12 years
- Laura Hooper, 11 years
- Brian Goble, 10 years
- Stacey Dalep, 10 years
- Mark Downton, 10 years
- Leah Giles, 9 years
- Sarah Temple, 9 years
- Teresa Burket, 6 years
- Brent Blackhall, 5 years

10. PUBLIC HEARINGS AND RELATED BYLAWS

10.1. Zoning Amendment Bylaw No. 726 (600-67), 2018

The Head of Planning presented an overview of the proposed amendment to the *Sooke Zoning Bylaw* to bring it into compliance with the recently amended *Official Community Plan*. The amendments permit applications for Temporary Use Permits for the continuation of historic non-conforming non-residential uses in the Gateway Residential land use area.

Council Discussion:

- Confirmation that the change would allow Council the opportunity to consider applications, it would not be an automatic approval process.
- The District enforces their bylaws on a complaint driven basis and under the direction of Council.

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- Clarification that 'Permanent Structure' does not include parking, surface grading or hard landscaping.

Mayor Tait read a written statement advising that any person who believes their interest in the property to be affected by the proposed bylaw would be given a reasonable opportunity to be heard and have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing to order at 7:24 p.m.

Public Submissions:

- Ellen Lewers, 5526 Sooke Road, is opposed to the amendment requesting that the previous *Official Community Plan* amendment be revoked and that the Zoning Bylaw be denied, as she views these changes to be assisting a business. Mrs. Lewers expressed her concern that other non-conforming businesses in the Gatewood Residential area were not released to the public.
- Gail Hall, 2517 Sooke River Road, stated her opposition to the amendment and expressed her disappointment in Council's decision to move forward a change to support a nuisance property.
- Richard Lewers, 5526 Sooke Road, spoke in opposition of the amendment and conveyed his concerns with living next door to an industrial business, in a residential area.
- Derrek Lewers, 5526 Sooke Road, provided a presentation and expressed his dissatisfaction with the proposed amendment. Mr. Lewers delivered an overview of his concerns regarding the changes to the *Sooke Zoning Bylaw*, temporary use permit application process and provide his personal experiences living next to an industrial business.
- Jennifer Smith, 2608 Quartz Drive, stated her opposition to the amendment.

The Public Hearing was closed at 8:17 p.m.

Council Discussion:

- The temporary use permit process will allow for commercial and industrial business to use the pre-existing application form.
- Concerns with businesses currently operating, legal non-conforming versus illegal non-conforming.
- Once in affect any changes to an existing business will require an application to be reviewed by Council.
- Confirmation that temporary use permits will provide a solution until a fulsome review of the *Official Community Plan* is completed.
- Each application will be reviewed by Council case-by-case.
- Desire to ensure the District is continually assessing the needs of a growing community and revaluating the constraints on a regular basis.

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2019-06

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 726 (600-67), 2018.*

CARRIED.

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Al Beddows, Councillor Jeff Bateman, and Councillor Megan McMath

Opposed: Councillor Brenda Parkinson and Councillor Tony St-Pierre

Mayor Tait recessed the meeting at 8:50 p.m.

The meeting was reconvened at 8:56 p.m.

8. DELEGATIONS

8.1. Sooke Economic Development Group - Doug Wittich

Doug Wittich, representative for the Sooke Economic Development Group, presented an overview of elected official remuneration and highlighted that the District of Sooke was compensated lower than other similar sized municipalities. Mr. Wittich noted that during the election the Sooke Economic Development Group met with each candidate running for a position on Council and it was conveyed that the workload and expectations were heavy with minimal compensation. In combination with the removal of Federal Tax (one-third tax exemption) for elected officials, the impact is heavier as elected officials will be making even less in remuneration. The group recommended that Council consider increasing their remuneration to adjust for the removal of the tax exemption which may encourage future members of the community to run for Council without the worry of lack of compensation.

8.2. Sookarama - Sooke Lions Club - Danny Willis

Councillor Beddows left the meeting at 9:02 p.m. declaring a conflict as he is a member of the Sooke Lions Club.

Danny Willis, representative from the Sooke Lions Club, inviting the District to partner with the Sooke Lions Club for the Sookarama trade fair at the cost of \$2000. The funds will assist in the costs of the venue, SEAPARC Leisure Complex, and District of Sooke will be advertised as sponsor of the event.

Mayor Tait suggested the club apply for a Community Grant and if they are not successful, return to Council to request sponsorship.

Councillor Beddows returned to the meeting at 9:05 p.m.

The Sooke Lions Club presented a plaque to the District of Sooke in appreciation for co-hosing the RCMP Musical Ride 2018 event.

9. PUBLIC QUESTION AND COMMENT PERIOD

The following member of the public addressed Council:

- Britt Santowski, Sooke Resident, spoke in support of Item No. 11.4. *AVICC Resolution Submission*, as currently the District is limited to printed newspaper and there are other mediums available.
- Gail Hall, Sooke Resident, spoke to Item No. 11.5. *Grant Application-Multi Sport Court Box* with concerns regarding associated costs of rehabilitation to the property at Sunriver.
- Eric Boucher, Sooke Resident, spoke to Item No. 12.1. *Parks & Trails and Transportation Master Plans-Open Houses*, suggesting that the District align their planning with the highway 14 realignment.

11. REPORTS REQUIRING ACTION

11.1. ALR Exclusion - 7166 West Coast Road

The Planner I provided a presentation and overview of an application requesting exclusion from the Agricultural Land Reserve (ALR) for the property located at 7166 West Coast Road (PLN01391).

Mayor Tait invited members of the public to speak to the proposed ALR exclusion.

Public Input:

- Ms. Carlsen, representative for the property owner, spoke to the rationale behind the owners request to remove the property from the ALR. Specifically poor soil quality, drainage issues created by lack of buffering of surrounding developments and that the financial burden of the property has exceeded the capacity of the current owner.
- Derek Lewers, 5526 Sooke Road, requested clarity regarding the Agricultural Land Commission (ALC) comments on the Technical Industrial (TI) overlay on this property. As well noting his concerns with the absences of adjustment to the OCP align with the comments of the ALC.
 - Staff clarified that the TI overlay on this property has no force and affect, as per the ALC comments in 2010.
- Mary Johnson, 6808 Pascoe Road, expressed opposition to removal of this property from the ALR, encouraging Council to support the protection of agricultural lands the community.

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- David Bush, 19 Dallas Road, encouraged the removal of the property from the ALR as it is no longer commercially viable as a farm. Mr. Bush suggested the removal recoup losses after decades of trying to operate as a farm.

The Corporate Officer informed Council that a response can be submitted without an endorsed recommendation.

Council Discussion:

- Concerns surrounding storm water run off from neighboring developments can not be confirmed as this is not a development application and water accumulation is not being addressed.
- Trust in the process as the ALC are the experts.
- Effort should be made to ensure farm lands are maintained.
- Current commercial agriculture may not work, but this location could be used for future farming.
- This property is not currently included in the sewer specified area.
- A report will be provided to Council from the ALC once their review is complete.

2019-07

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council forward the application to the Agricultural Land Commission with a recommendation to reject the application for the Agricultural Land Reserve exclusion PLN01391 at 7166 West Coast Road.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-08

MOVED by Councillor Brenda Parkinson, seconded by Councillor Ebony Logins:
THAT Council request staff to invite the Agricultural Land Commission to present at a Committee of the Whole meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Ivy Campbell and Teunesha Evertse left the meeting at 9:55 p.m.

11.2. Engine 3 Replacement/Procurement Tender

The Fire Chief provided an overview of the written staff report requesting the authorization to purchase a new Engine to replace Engine 3/ Unit 1.

Council Discussion:

- The deposit requirement will secure the chassis and ensure if the costs escalate after contract is awarded the price is firm until delivered.
- Funding received as cost recovery from the forest fire participation will not be used towards this purchase, as these will fund a number of smaller capital purchases.

2019-09

MOVED by Councillor Tony St-Pierre, seconded by Councillor Brenda Parkinson:

THAT Council authorize staff to issue a tender for the purchase of a new Engine (replacing Engine 3/Unit 1) for up to \$800,000 to be borrowed, under section 175 of the *Community Charter*, from the Municipal Finance Authority.

AND THAT the loan be repaid within ten years.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Kenn Mount left the meeting at 10:15 p.m.

11.3. Park Washrooms Award

Engineering Technologist provided an overview of the written staff report requesting a contract be awarded for the supply and installation of an accessible vault style two-stall washroom facility in John Phillips Memorial Park. There is currently an archaeological review underway for Whiffin Spit which has delayed the washroom upgrades.

Council Discussion:

- The facility will be located at the bottom of the staircase from the municipal hall parking lot, near the trees.
- A 2-stall washroom is more cost effective than the purchase of 2 single units.
- Councillor McMath was opposed to a single facility and desired funding be used to purchase 2 single stall facilities to decrease the overall cost.
- Desire to maintain the rock facade on the exterior of the building.
- Water servicing to the area will be completed once the 2019 budget is approved, and then a water foundation will be installed.

2019-10

MOVED by Councillor Brenda Parkinson, seconded by Councillor Ebony Logins:
THAT Council authorize the contract with Timberwolf Precast to supply and install an accessible vault style two-stall washroom facility, with a rock facade, at the John Phillips Memorial Park.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, and Councillor Tony St-Pierre
Opposed: Councillor Megan McMath

11.4. AVICC Resolution Submission

Mayor Tait provided an overview of the resolution submission process required by UBCM, which starts with Council submitting their requests to AVICC for endorsement.

2019-11

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT the District of Sooke bring forward the following resolution to be considered at the Association of Vancouver Island and Coastal Communities (AVICC) 2019 Annual General Meeting for consideration:

Statutory Advertising Regulations

WHEREAS many constituents are accessing community news and current events through daily and weekly online publications;

AND WHEREAS municipalities should be free to advise mandated notices additionally or exclusively in these daily and weekly online publications;

THEREFORE BE IT RESOLVED that the definition of "newspaper" in section 29 of the *Interpretation Act*, section 29 be amended to include online publications including similar criteria related to content and publication intervals to print newspapers.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

11.5. Grant Application - Multi-Sport Court Box

The Deputy Director of Finance provided an overview of the written staff report requesting authorization to submit a grant application to fund a Multi-Sport Court Box, in coordination with SEAPARC, and to commit the funds from the Playing Field Reserve account to the project.

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Council Discussion:

- Verification that funding can only be used for the Multi-Sport Court Box project.
- The location of this facility will be in Sunriver on District owned lands and operated by SEAPARC.
- Assurance that the public will have access to the facility as a large amount of public funding is being allocated.
- Confirmation that the use is allowable within the current zoning.
- SEAPARC will manage the project, as it is included in their strategic plan, and the District provide support.
- There is a Council liaison on the SEAPARC commission who will provide updates on the progress of this project.

2019-12

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council authorize staff to submit an application for grant funding for the Multi-Sport Court Box Project through the *Investing in Canada Infrastructure Program - Community, Culture and Recreation Program*; and

THAT Council supports the project and commits the full balance of funds in the Playing Field Reserve account (December 31, 2017 balance of \$408,101) as its share of the project costs.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre
Opposed: Councillor Ebony Logins

Raechel Gray left the meeting at 10:46 p.m.

11.6. CRD Arts Commission Appointment

Councillor Logins left the meeting at 10:47 p.m.

2019-13

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

THAT Council appoint Councillor Brenda Parkinson as the District representative to the CRD Arts Commission, for a four (4) year term expiring December 31, 2022.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent for the Vote: Councillor Ebony Logins

12. REPORTS FOR INFORMATION

12.1. Parks & Trails and Transportation Master Plans - Open Houses

The Engineering Technologist provided an overview of the upcoming public engagement sessions planned for the Parks & Trails and Transportation Master Plans.

Open Houses are planned for the dates:

- Wednesday, January 30, 2019 from 6:00 - 9:00 p.m. at Edward Milne Community School.
- Sunday, February 3, 2019 from 2:00-6:00 p.m. at SEAPARC Leisure Complex.

Councillor Logins returned to the meeting at 10:49 p.m.

Council Discussion:

- Ensure advertising and notification extends to the youth and cycling groups.
- Gather information from the Ministry of Transportation and Infrastructure, to work on coordination of potential project.

2019-14

MOVED by Councillor Brenda Parkinson, seconded by Councillor Ebony Logins:
THAT Council receive this staff report for information

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-15

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:
THAT Council extend the January 14, 2019 Regular Council meeting past 11:00 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Paul Butterfield left the meeting at 10:55 p.m.

12.2. Council Remuneration

Council Remuneration survey results.

Council Discussion:

- Criteria from previous committee Terms of Reference should be reviewed and adopted, if required.

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- Timeline concerns, preference would be that the committee would be given three (3) months to complete the review once established.
- A current review should be completed and another review at the end of Council's term of service.
- The rates for the District of Sooke are below average.
- Assurance of attracting quality Council in the future means providing incentive to participants.
- Dissatisfaction with the extension of the time to form a committee and prolong a decision that is already clearly defined.

2019-16

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:
THAT Council advertise for membership of a Council Remuneration Review Committee.

DEFEATED.

In Favour: Councillor Brenda Parkinson, Mayor Maja Tait, and Councillor Jeff Bateman

Opposed: Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-17

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council postpone the receipt of the Council Remuneration report for information to the January 28, 2019 Regular Council meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

12.3. Capital Regional District 2019 Appointments

Term appointments for the CRD board and committees.

2019-18

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council receive the Capital Regional District 2019 Appointment report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

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13. NEW BUSINESS

13.1. Rise and Report - Temporary Chief Administrative Officer

THAT Council appoint Don Schaffer as the District of Sooke Interim Chief Administrative Officer.

14. CORRESPONDENCE

Correspondence from December 5, 2018 - January 7, 2019

Item D - Moving Festival Location

- Appreciation expressed for hosting the Bluegrass festival in our community.

Item E - Development Permit Application

- Extend the Development Permit application for the Sooke Elderly Citizens Housing Society and provide a letter of project support to the Ministry.

Item J - Bike BC Program

- Encourage Parks Department to engage in this program for the community.

Item O - Select Standing Committee on Crown Corp.

- Council members interested in providing input should contact staff to prepare a submission.

Item Q & Y - Species at Risk

- Council members interested in participation are encouraged to register as a speaker.

2019-19

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

THAT the correspondence received December 5, 2018 - January 7, 2019 be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-20

MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-Pierre:

THAT Council extend the Development Permit at 6764 Ayre Road for an additional two (2) years; and

THAT staff send a letter to the Ministry of Health supporting this development.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

15. COUNCIL AND CAO VERBAL REPORTS

Mayor and Council did not provide updates.

16. NOTICES OF MOTION

16.1. Affordable Housing Contributions - Councillor St-Pierre

Notice from December 10, 2018 Regular Council meeting.

- THAT staff bring forward the policy on funding from development projects in regard to affordable housing contributions.

Council Discussion:

- Preference is to refer item to the Affordable Housing Committee for review and comment.
- A needs assessment is currently under way for the community and the results could assist in contribution changes.
- Concern with the current standards that staff, and developers are using to assess contributions.
- The committee has these issues in their terms of reference to assess, suggestion for Councillor St-Pierre to attend the next meeting and present concerns for discussion.

The Corporate Officer will circulate information to Council, specific to the policy sections and detailed information on current District standards associated with affordable housing contributions.

2019-21

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council refer the policy on funding from development projects in regard to affordable housing contributions, to the next Affordable Housing Committee meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

17. ADJOURNMENT

2019-22

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:


THAT the January 14, 2019 Regular meeting of Council be adjourned at 11:40 p.m.

CARRIED UNANIMOUSLY

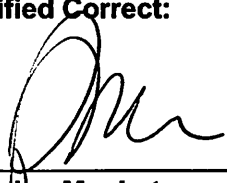
In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

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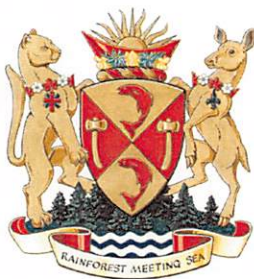
Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
January 28, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
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COUNCIL PRESENT:

Councillor Brenda Parkinson
Councillor Al Beddows
Councillor Jeff Bateman
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim CAO & Director of Corporate Services
Kenn Mount, Fire Chief & Director of Community Safety
Patti Rear, Acting Corporate Officer
Ivy Campbell, Head of Planning
Teunesha Evertse, Planner II
Nicholas Deibler, Planner I
Sarah Temple, Corporate Services Assistant

ABSENT:

Mayor Maja Tait
Councillor Ebony Logins

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-23

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT this meeting be closed to the public under section 90(1)(a), (c), (e), (i) and (l) of the *Community Charter* as it pertains to personal information about an identifiable individual, labour relations, land, legal advice, and preparation of an annual report.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

3. CALL TO ORDER - OPEN PORTION

Acting Mayor Bateman 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

New Business/Supplemental Information to be received with Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2019-24

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT the agenda for the January 28, 2019 Regular Meeting of Council, be adopted as amended:

- Removal of Item 10.7. Request for Proposals – Strategic Plan 2019 - 2022
- Addition of Supplemental Information to the following:
 - 10.1 - 5154 Sooke Road - Freedom Mobile Telecommunications Tower:
 - Executive Summary - received from Freedom Mobile
 - Comments and Responses - received from Freedom Mobile
 - Correspondence from D. Herrling
 - Correspondence from L. Oberley
 - Correspondence from J. Kirk
 - 10.2 - Development Variance Permit - 7214 Austin's Place
 - Correspondence from J. Lister
 - 10.6 - Council Remuneration Options
 - Correspondence from A. Clement
 - 12.1 - Correspondence
 - Correspondence from D. Dalquist re: Abandoned Boats
 - Correspondence from P. Winter re: Licensing of Cats

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

6. ADOPTION OF MINUTES

Minutes of the Regular and Special Meetings of Council:

- May 9, 2018 - Special Meeting of Council
- January 14, 2019 - Regular Meeting of Council
- January 21, 2019 - Committee of the Whole Meeting

2019-25

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the minutes of the May 9, 2018 Regular meeting of Council, be adopted as circulated.

THAT the minutes of the January 14, 2019 Regular meeting of Council, be adopted as circulated.

THAT the minutes of the January 21, 2019 Committee of the Whole meeting, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

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6.1. Recommendations from January 21, 2019 Committee of the Whole meeting

Council discussion:

- Next step will be for staff to draft the bylaw amendment and present for first and second reading at the February 25 Regular Council Meeting, followed by a subsequent public hearing.

2019-26

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council receive the Lot A Charrette presentation from Keycorp Planning for Information.

AND THAT Council endorse the general concept plan as presented and direct staff and Keycorp Planning to forward the project for further public feedback and final review.

AND THAT Council direct staff to hire an arborist, or journeyman horticulturist to walk the Lot A property and identify trees for preservation

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-27

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council direct staff to prepare the necessary text amendments to Bylaw No. 600, Sooke Zoning Bylaw, 2013 pertaining to the regulation of Cannabis Retail stores with the following specifications:

- "Cannabis Retail Store" definition added to Zoning Bylaw, excluded from general "retail" definition
- Add Cannabis Retail Store as a Permitted Use in the C2 General Commercial Zone but restricted to the legal properties of the three existing operating Cannabis stores

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

7. DELEGATIONS

7.1. BC Transit - Adriana McMullen

- Sooke Local Area Transit Plan - upcoming workshop
- Update re: public consultation events

Adriana McMullen, Senior Planner for BC Transit, provided an overview of the ongoing process to create a Local Area Transit Plan for Sooke. Public engagement events and an online survey have generated a great deal of feedback and an invite-only stakeholder event is planned for February 13, 2019.

Council discussion:

- Request that BC Transit Engagement report be shared with Council prior to the final Local Area Transit Plan being approved.
- BC Transit was active participant in Lot A Charette process.
- Request for separate Council input session as February 13 event conflicts with Council schedule.

2019-28

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council accept the BC Transit Delegation report concerning progress towards a Sooke Local Area Transit Plan for information.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

8. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Laura Lemieux, Sooke resident, spoke regarding Item 10.6. *Council Remuneration Options*. Ms. Lemieux chaired the Council Remuneration Committee in 2008 for the District of Sooke and encouraged Council to follow a similar, formal process once again.
- Marilyn Erickson, Sooke resident, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower*. Ms. Erickson stated her opposition to the tower based on decreased property values, impeded sightlines, and health and safety concerns. Ms. Erickson drew attention to the petition signed by neighbouring residents and the letters submitted in opposition to the proposed tower.
- Bevin Bilgalky, Sooke resident, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower*. Mr. Bilgalky stated his opposition to the proposal due to health concerns and the existence of adequate cell phone coverage in the area.
- Stephen Saunders, Sooke resident, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower*. Mr. Saunders reminded Council that a previous application for a telecommunications tower at this address was not supported by the neighbourhood, nor Council of the time. Mr. Saunders asserts that the only change has been the addition of fake foliage to change the appearance of the pole and that safety concerns and property devaluation are still factors.
- Peter Mouck, Sooke resident, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower*. Mr. Mouck stated his opposition to the tower, and to other powerful telecommunications towers in Sooke due to health and safety concerns. Mr. Mouck further stated that declining property values and the loss of enjoyment of one's property should also be considered.
- Anna Saunders, Sooke resident, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower*. Ms. Saunders expressed her opposition to the proposed tower due to health and safety concerns and stated that her health should not be negatively impacted for the sake of corporate

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profits. Ms. Saunders stated that she and her husband are impacted by the location of the tower which impedes their view. In response to a question from Council, Ms. Saunders clarified that the tower is to be located 208 meters from her deck.

- Don Oberley, owner of 5154 Sooke Road, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower* and expressed his support for the proposal. Mr. Oberley stated that he is confident that health and safety issues are not a concern, and that the tower will not be highly visible. Mr. Oberley spoke in support of improved cell phone service and increased consumer options for cell phone service.
- Ellen Lewers, Sooke resident, spoke regarding the proposed moratorium on cannabis retail stores and the effects of cannabis use in youth. Ms. Lewers encouraged regulation and licencing of cannabis sales operations.
- Peter Mouck, Sooke resident, spoke once more regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower* and the health effects of radiation exposure.
- Stephen Saunders, Sooke resident, spoke once more regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower* and restated that the proposed tower location is highly visible from his property.
- Erika Richard, representing Freedom Mobile, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower*. Ms. Richard stated that the proposed location is the last link in a series of connecting infrastructure that will complete a new service network for Sooke. Ms. Richard pointed out that the effects of the proposed tower are 1% of the Health Canada standard, which the industry relies on for health and safety oversight. Additionally, Ms. Richard stated that efforts have been made to address the esthetics of the tower and minimize the impact on neighbours.
- Margarita Dominquez, Sooke resident, spoke regarding Item 12 - *Correspondence* and stated that toxic illness in cats is very rare based on her experience with cat rescue in Sooke.
- Anna Saunders, Sooke resident, spoke once more regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower* station that cell phone coverage is very good in the neighbourhood of the proposed tower.
- Tawny Verigen, representing Freedom Mobile, spoke to the concerns raised by neighbouring property owners. Ms. Verigen restated that Freedom Mobile is bringing a new network with new consumer options to Sooke and is not attempting to augment existing cell phone coverage in the area of 5154 Sooke Road. Ms. Verigen also offered research that states property values are not affected by installation of telecommunications towers, and that health and safety concerns are well within the federal government's regulations. In response to a question from Council, Ms. Verigen stated that although cell phone providers can share infrastructure, there are no existing towers in the area in question.
- Steve Unger, Sooke resident, spoke regarding Item 10.1. *5154 Sooke Road - Freedom Mobile Telecommunications Tower*. As a former engineer in the cell phone industry, Mr. Unger informed Council that when a company speaks to their emissions in relation to Health Canada guidelines, they are referring to their output only. Mr. Unger encouraged Council to consider the aggregate effect of frequencies from multiple sources.

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9. BYLAWS

9.1. Zoning Amendment Bylaw No. 726 (600-67), 2018

- Consideration of adoption

Council discussion:

- Time restrictions for property owners to apply for Temporary Use Permits.
- Staff clarified that currently only one owner has a deadline for application.

2019-29

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 726 (600-67), 2018*.

CARRIED.

In Favour: Councillor Al Beddows, Councillor Jeff Bateman, and Councillor Megan McMath

Opposed: Councillor Brenda Parkinson and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

10. REPORTS REQUIRING ACTION

2019-30

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council move into Committee of the Whole for discussion of the proposed telecommunications tower at 5154 Sooke Road in accordance with Policy No. 11.4 *Communications Antenna Policy*.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.1. 5154 Sooke Rd - Freedom Mobile Telecommunication Tower

The Planner I provided a PowerPoint presentation and overview of the written staff report regarding a proposed telecommunications tower at 5154 Sooke Road. Council issued a letter of non-concurrence for a proposed telecommunications tower at this address in July 2017, based on concerns voiced by neighbouring property owners.

At the request of Council, Erika Richard, representing Freedom Mobile Communications, responded to questions regarding the design of the proposed monopine tower, including satellite dishes that connect adjacent sights.

Council discussion:

- Benefits of a new telecommunications network servicing the region.
- Population health risks are a concern. Regulation and recommendations vary between countries and Canada's own guidelines appear to be under ongoing review.

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- Effect on neighbouring properties, including intrusion on views and loss of enjoyment of property.
- Possible effect on residential property values in the vicinity.
- Council issues a recommendation to Innovation, Science and Economic Development Canada, who ultimately are the deciding authority as to whether the proposal will move forward.

2019-31

MOVED by Councillor Al Beddows, seconded by Councillor Brenda Parkinson:
THAT the Committee of the Whole recommend that a letter of non-concurrence be issued to Freedom Mobile and Innovation, Science, and Economic Development Canada for the proposed telecommunications tower at 5154 Sooke Rd.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

Councillor St-Pierre left the meeting at 8:26 p.m.

2019-32

MOVED by Councillor Brenda Parkinson:
THAT Council resolve out of Committee of the Whole.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, and Councillor Megan McMath

Absent: Mayor Maja Tait, Councillor Ebony Logins, and Councillor Tony St-Pierre

2019-33

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council recommend that a letter of non-concurrence be issued to Freedom Mobile and Innovation, Science, and Economic Development Canada for the proposed telecommunications tower at 5154 Sooke Rd.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, and Councillor Megan McMath

Absent: Mayor Maja Tait, Councillor Ebony Logins, and Councillor Tony St-Pierre

Acting Mayor Bateman called a meeting recess from 8:27 p.m. - 8:32 p.m.

Councillor St-Pierre returned to the meeting at 8:28 p.m.

10.2. Development Variance Permit - 7214 Austins Place

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The Planner II provided a PowerPoint presentation and overview of the written staff report, recommending issuance of a Development Variance Permit to reduce the side lot line setback at 7214 Austins Place.

Council discussion:

- Property owners requesting variance to align a garage with their panhandle lot and driveway.
- Impact of not issuing the requested variance. Property owner is able to re-site the garage and still construct it as designed.
- Side lot setbacks apply to structures only.

Council invited a member of the public to speak.

Public Input:

- Jean Lister, Sooke resident and neighbouring property owner, addressed Council and spoke regarding the impact the proposed garage would have on the ocean view from her home. Ms. Lister stated that she would experience substantial loss of enjoyment from her property should the variance be granted.

2019-34

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council authorize the issuance of Development Variance Permit PLN01416 to reduce the side lot line setback in the Rural Residential (RU4) zone s.104.7 in Bylaw No. 600 *Sooke Zoning Bylaw*, 2013 from 3 meters to 1.5 meters for an accessory building at 7214 Austins Place.

WITHDRAWN

2019-35

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT Council not authorize the issuance of Development Variance Permit PLN01416 to reduce the side lot line setback in the Rural Residential (RU4) zone s.104.7 in Bylaw No. 600 *Sooke Zoning Bylaw*, 2013 from 3 meters to 1.5 meters for an accessory building at 7214 Austins Place.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.3. Greater Victoria Green Team Program Proposal

The Acting Corporate Officer referred Council to the written staff report outlining a proposal to work with the Greater Victoria Green Team to organize three (3) park clean-up events in 2019.

Council discussion:

- Opportunity to train community volunteers.

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- Clarification that volunteer and staff roles need to be defined and union agreements honoured.

2019-36

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:

THAT Council authorize staff to enter into an agreement with the Greater Victoria Green Team to organize three (3) park clean-up events at \$1,000 each from the *Community Clean Up Parks* budget for the 2019 year; AND

THAT Council authorize staff to work with the Greater Victoria Green Team, partnering them with other volunteer organizations in Sooke to coordinate these activities in the District's parks.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.4. Cam Sullivan Memorial Plaque

2019-37

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT Council direct staff to install a memorial plaque in honour of Cam Sullivan at 2205 Otter Point Road;

AND THAT Council allocate up to \$500 from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.5. UBCM Community Emergency Preparedness Fund Application - Emergency Operations Centre & Training

The Fire Chief & Director of Community Safety provided an overview of the written staff report requesting Council support for a grant application to the UBCM Community Emergency Preparedness Fund.

Council discussion:

- UBCM offers multiple grant opportunities, staff clarified that applications are made based on organizational priorities and available staff resources.
- Older equipment for emergency operations can be repurposed for a muster point on the east side of the Sooke River bridge.

2019-38

MOVED by Councillor Megan McMath, seconded by Councillor Brenda Parkinson:

THAT Council endorse a funding application to UBCM's Community Emergency Preparedness Fund - Emergency Operations Centre & Training stream - for \$25,000

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to support the District of Sooke's Emergency Operations Centre Training, Supplies and Equipment Upgrades project;

THAT Council authorize staff to provide overall grant management in order to receive this funding.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.6. Council Remuneration Options

Council discussion:

- Council remuneration was previously discussed by a Committee, who made recommendations to Council of the day.
- Value of specifically soliciting public input through formal committee vs. making decision at Council table with regular Public Question and Comment period.

2019-39

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:

THAT Council form a remuneration Committee for a period of one month to review the issue of Council remuneration.

DEFEATED.

In Favour: Councillor Brenda Parkinson and Councillor Al Beddows

Opposed: Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-40

MOVED by Councillor Jeff Bateman:

THAT Council approve a 15% increase to Council remuneration for 2019; effectively immediately

AND THAT Council form a Committee to review future Council Remuneration

NOT SECONDED.

2019-41

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:

THAT Council defer discussion of Council Remuneration Options to the February 11, 2019 Regular Council meeting.

CARRIED.

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, and Councillor Tony St-Pierre

Opposed: Councillor Megan McMath

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.7. Request for Proposals - Strategic Plan 2019 - 2022

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This item was removed from the agenda.

10.8. Official Community Plan Pre-Approval

Council discussion:

- Possible opportunity to engage community groups and individuals interested in learning about facilitation.

2019-42

MOVED by Councillor Al Beddows, seconded by Councillor Brenda Parkinson:

THAT Council authorize staff to issue a Request for Proposal for a new *Official Community Plan* (OCP).

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.9. Request for Sponsorship - Sooke Car Show

2019-43

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council provide a sponsorship in the amount of \$300 to the Sooke Car Show for Swag Bags;

AND that the District of Sooke logo include mention of the 20th Anniversary of Incorporation.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

11. NEW BUSINESS

There were no New Business items presented.

12. CORRESPONDENCE

Council discussion:

- Several items of correspondence were discussed, specifically A, E, F, H, I, J, K, Q, R & S
- Prioritise transportation plans on local level that reduce carbon and encourage local economic development.
- Training opportunities for staff include Island Health Vision Zero event and Asset Management training.

2019-44

MOVED by Councillor Tony St-Pierre, seconded by Councillor Brenda Parkinson:

THAT Council direct staff to contact the Ministry of Transportation regarding the Vancouver Island Transportation Strategy to request that plans that reduce carbon and promote local economic development be prioritised.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-45

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:

THAT Council declare Heritage Week in the District of Sooke for the week of February 18 – 24, 2019.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-46

MOVED by Councillor Tony St-Pierre, seconded by Councillor Brenda Parkinson:

THAT Council authorise Councillor Tony St-Pierre to attend the Recycling Council of BC Conference in Whistler from May 8 – 10, 2019, with funding to come from the Council training budget.

CARRIED.

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, and Councillor Tony St-Pierre

Opposed: Councillor Megan McMath

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-47

MOVED by Councillor Jeff Bateman, seconded by Councillor Brenda Parkinson:

THAT Council direct staff to bring forward a report on abandoned boats in the Sooke Basin and Harbour, including options for removal and associated costs.

CARRIED UNANIMOUSLY

In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

13. COUNCIL AND CAO VERBAL REPORTS

Councillor Parkinson reported on:

- 2019 Mayor's New Years Levee was a success.
- Attending the following:
 - BC Children's Hospital Festival of Trees fundraiser

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- January 9 Webinar from Ministry of Forests, Lands and Natural Resources
- January 11 Ground-breaking of Westwind Cohousing
- January 14 Ride along with Bylaw Enforcement staff
- January 15 SEAPARC orientation and tour of facilities
- January 16 Regional Water Supply Commission meeting
- January 17 Tour of municipal parks
- January 17 SEAPARC meeting
- January 19 Te'mexw Treaty workshop
- January 23 Vancouver Island South Film Commission meeting
- January 23 CRD Parks and Environment Committee meeting
- January 23 CRD Arts Commission meeting
- January 25 "Coffee Talk Sooke" at Stick in the Mud

Councillor Beddows reported on:

- Elected as chair of the SEAPARC Commission
- Attending the Te'mexw Treaty workshop
- Tour of municipal parks showcased the level of pride that staff have in their work and our community

Councillor McMath reported on:

- Sooke Fastpitch, Sooke Community Association and potential contractors are developing traction towards making improvements to local ball fields

Councillor Bateman reported on:

- Attending the following:
 - January 19 - Vancouver Island Regional Library Board AGM
 - Victoria Family Court and Youth Justice Committee
 - January 23 - Vancouver Island South Film Commission meeting
 - Emergency Operations Centre Training Course
 - January 10 - Wild Salmon Advisory Council meeting in Langford
 - Age-Friendly Committee meetings

14. NOTICES OF MOTION

There were no Notices of Motion presented.

15. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-48

MOVED by Councillor Jeff Bateman, seconded by Councillor Brenda Parkinson:
THAT this meeting be closed to the public under section 90(1)(a), (c), (e), (i) and (l) of the *Community Charter* as it pertains to personal information about an identifiable individual, labour relations, land, legal advice, and preparation of an annual report.

CARRIED UNANIMOUSLY

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In Favour: Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Mayor Maja Tait and Councillor Ebony Logins

16. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

There were no Reports of Released In-Camera items.

17. ADJOURNMENT

THAT the January 28, 2019 Regular Council meeting be adjourned at 11:40 p.m.



Maja Tait
Mayor

Certified Correct:



Patti Rear
Acting Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
February 4, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Megan McMath
Councillor Brenda Parkinson
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim Chief Administrative Officer
Raechel Gray, Acting Director of Finance
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins

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

2019-49

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT this meeting be closed to the public under section 90(1) (e) and/or (k) of the *Community Charter* as it pertains to *land and proposed provision of a municipal service*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

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

New Business Items presented were not added to Agenda.

5. APPROVAL OF THE AGENDA

2019-50

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the agenda for the February 4, 2019 Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Tony St-Pierre, Mayor Maja Tait,

Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Brenda Parkinson

Absent: Councillor Ebony Logins

6. RESOLVE INTO COMMITTEE OF THE WHOLE

2019-51

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council resolve into Committee of the Whole to hear presentations from 2019 Community Grant Program applicants

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Tony St-Pierre, Mayor Maja Tait,

Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Brenda Parkinson

Absent: Councillor Ebony Logins

7. PRESENTATIONS AND REPORTS

- **2019 Community Grant Applications**

Council discussion:

- Thank you to all applicants for the excellent work being done in the community.
- Community Grants Program is oversubscribed with funding requests greatly outweighing available funds.
- Specific applications may not meet qualifications of Community Grant Program Policy or other municipal requirements.
- Steps to the Future Childcare Society does not have a valid business license which precludes the District from conducting business with them as per a previous Council decision.
- Vancouver Island South Film and Media Commission application was submitted past the January 15 deadline and will not be considered by Council.

2019-52

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council accept the application from the Steps to the Future society and hear the applicant's presentation.

DEFEATED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Al Beddows

Opposed: Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

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7.1. Amber Academy Youth Fine Arts Society

Keli Dunn, representing the Amber Academy Youth Fine Arts Society, provided an overview of the organization's written grant application requesting funding for lighting design and special effects equipment for technical theatre students.

Council discussion:

- Recognition of fundraising efforts and diversity of funding sources.
- Request for prioritized list of requested items. Ms. Dunn clarified that all items are required but could be prioritised if less funding awarded.

7.2. EMCS Society

Councillor Bateman declared a conflict of interest and left the meeting at 7:25 p.m.

Anne Bell and Kate Barton, representing the Edward Milne Community School Society, provided an overview of the organization's written grant application requesting \$5,200 for a Youth Engagement Program.

Council discussion:

- Community Grant Program Policy prohibits funding of wages.
- Clarification that the organization's restricted funds can not be used for proposed programming.
- Encourage all applicants, including EMCS to apply for funding from the Juan de Fuca Electoral Area.

Councillor Bateman returned to the meeting at 7:32 p.m.

7.3. Fred Milne Park Society

Chrys Thompson, representing the Fred Milne Park Society, provided an overview of the organization's written grant application requesting funds for 4 capital assets to improve the Fred Milne Park and Turf Field.

- Requested "Barrier from Parking Lot" can be removed as a temporary solution has been found to address the issue.
- Priority request is a security system to protect the area from vandalism.

Council discussion:

- Encourage organization to seek funding from the Juan de Fuca Electoral Area, as well as media outlets including Shaw Cable. Possibility of sponsorship from private community organizations and individuals.
- Clarification that ongoing maintenance costs are covered through cost sharing with Sooke Soccer Association and Sooke Slo-Pitch.

7.4. Harmony Project of BC (Sooke)

Councillor Parkinson declared a conflict of interest and left the meeting at 7:43 p.m.

Lorna Bjorklund and Paul Martin, representing the Harmony Project of BC (Sooke), provided a PowerPoint presentation and overview of the organization's written grant application requesting funds for additional instruments, replacement parts and new sheet music.

Council discussion:

- Recognition of fundraising efforts and diversity of funding sources.
- Reminder that municipal funding can't support payment of wages.
- Alternative fundraising suggestions.

Councillor Parkinson returned to the meeting at 7:53 p.m.

7.5 Intermunicipal Advisory Committee on Disability Issues

Council discussion:

- Applicant unable to attend, no presentation.

7.6 JDF Regional Park Watch Society

Representatives of the Juan de Fuca Park Watch Society provided an overview of the organization's written grant application, the history of the organization and the current financial challenges.

Council discussion:

- Encourage organization to seek funding from Juan de Fuca Electoral area as many of the region's parks are located outside the District of Sooke's municipal boundaries.

7.7 KidSport Greater Victoria

Jill Shaw, representing KidSport Greater Victoria, provided a PowerPoint presentation and an overview of the organization's written grant application requesting funds to provide recreational opportunities for Sooke youth.

Council discussion:

- Clarification that funding is sought from other municipalities.

7.8 Maritime Museum of BC

Council discussion:

- Applicant unable to attend, no presentation.

7.9 NEED2 Suicide Prevention Education & Support

Liz Radermacher, representing NEED2 Suicide Prevention Education and Support, provided an overview of the organization's written grant application requesting funding to support Sooke youth.

Council discussion:

- Further details regarding services available, including referral to other services.
- Funding requests to municipalities based on size of community and number of services offered in the area by NEED2.

7.10 Sooke Community Choir Society

Councillor St-Pierre declared a conflict of interest and left the meeting at 8:12 p.m.

Sylvia Bell, representing the Sooke Community Choir, provided an overview of the organization's written grant application requesting \$2,500 for the purchase of new sheet music.

Council discussion:

- Clarification regarding the number of performances per year.

Councillor St-Pierre returned to the meeting at 8:19 p.m.

7.11 Sooke Crisis Centre Association

John Farmer and Liz Johnson, representing the Sooke Crisis Centre Association, provided an overview of the organization's written grant application requesting \$6,100 for continued operation of the centre.

Council discussion:

- Organization is run entirely by volunteers, with no staff wages.
- History of building and clarification that a new location is not needed at this point in time.

7.12 Sooke Family Resource Society

Daphne Raymond, representing the Sooke Family Resource Society, provided an overview of the organization's written grant application requesting \$7,000 to operate pre-natal programming.

Council discussion:

- Advocacy efforts to the province as health is largely provincial jurisdiction.
- Wages are included in the budget. Clarification that municipal funding will not be allocated to wages.
- Financial statements show that organization has available funds. Applicant stated that that many funds have specific purposes.

7.13 Sooke Festival Society

Peter Jonassen, representing the Sooke Festival Society, provided an overview of the organization's written grant application.

Council discussion:

- Sooke Music Festival has been a successful event.
- Encourage applicant to approach Juan de Fuca Electoral Area, as well as apply for CRD Arts Funding.
- Possibility of partnering with festival to celebrate 20th Anniversary of Incorporation.

7.14 Sooke Food Bank

Kim Metzger, representing the Sooke Food Bank, provided an overview of the organization's written grant application requesting funds to expand morning breakfast programs at local schools and continue to offer snacks for after-school programs including the Harmony Project and Amber Academy.

Council discussion:

- Possibility of increasing line item funding.

7.15 Sooke Harbour Players

Andrew Donnelly, representing the Sooke Harbour Players Society, provided an overview of the organization's written grant application requesting funds to support performance needs, as well as develop an all-ages performance academy.

Council discussion:

- Possibility of sharing resources between performance organizations.
- Encourage organization to apply to Juan de Fuca Electoral Area and CRD Arts funding.

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

7.16 Sooke Lions (Sookarama)

Councillor Beddows declared a conflict of interest and left the meeting at 8:51 p.m.

Danny Willis, representing the Sooke Lions Club, provided an overview of the organization's written grant application to support a trade-show that highlights local business and generates revenue for local charities.

Council discussion:

- Possibility of event sponsorship.

Councillor Beddows returned to the meeting at 8:54 p.m.

7.17 Sooke Minor Fastball Association

Justin Wilson, representing the Sooke Minor Fastball Association, provided an overview of the organization's written grant application requesting funds to support both capital and operational costs.

Council discussion:

- Multiple funding sources and demonstrated effort to fundraise.
- Encourage organization to apply for Juan de Fuca Electoral Area funding.
- Clarification that tarp for batting cage is a priority.

7.18 Sooke Radio

Councillor Bateman declared a conflict of interest and left the meeting at 9:02 p.m.

Phil Rossner, representing Sooke Radio, provided an overview of the organization's written grant application.

Council discussion:

- Previous effort to launch Stickleback FM community radio station in Sooke.
- Funding request would largely support payment of wages.
- Possible partnerships with schools, benefit to emergency services providers.
- Community Charter section 25 prohibits municipalities from providing support to business.

Councillor Bateman returned to the meeting at 9:13 p.m.

7.19 Sooke Region Community Health Network

Christine Bossi and Rebecca George, representing the Sooke Region Community Health Network, provided a PowerPoint presentation and an overview of the organization's written grant application requesting funds to provide a baseline analysis and report on mental health needs in the Sooke Region. .

Council discussion:

- Newly formed Ministry of Mental Health's strategy is still forthcoming.
- Encourage advocacy efforts to the Province.
- Funding request is largely for wages.
- Baseline report provides statistics and analysis needed to apply for additional grant funding from other sources.

7.20 Sooke Sailing Association

Reg Street, representing the Sooke Sailing Association, provided a PowerPoint presentation and an overview of the organization's written grant application requesting \$7,000 to purchase a coaching boat.

Council discussion:

- Encourage applicant to explore various funding options including corporate sponsorship.
- Clarification that programs are located in Sooke, near Mariners Village and in Cooper's Cove.

7.21 Sooke Shelter Society

Sherry Thompson, representing the Sooke Shelter Society, provided an overview of the organization's written grant application requesting funds to assist the homeless community and those at risk of experiencing homelessness.

Council discussion:

- Extreme Weather Shelter still needed in community.

7.22 Sooke Tennis & Pickleball Group

Marilyn Erickson, representing the Sooke Tennis and Pickleball Group, provided an overview of the organization's written grant application requesting \$11,450 to improve existing tennis courts on Throup Road.

Council discussion:

- Sooke Community Association owns tennis courts and other recreational properties. SEAPARC is municipal partner in offering recreational programming.
- Possibility of charging admission or membership fees.

7.23 Steps to the Future Childcare Society

Council removed this application from the agenda.

The meeting recessed at 9:44 p.m.

The meeting reconvened at 9:57 p.m.

8. PUBLIC INPUT

Council heard from the following members of the public:

- Ellen Lewers, Sooke resident, suggested the community groups be provided with an opportunity to share resources and learn from one another. Ms. Lewers also spoke regarding the benefits of having a community sign that can advertise local events.
- Bevin Bilgalky, Sooke resident, observed that the number of grant applications is a reflection of the success and growth of the community and encouraged Council to be generous in their award of funds.
- Ethan Monro, Sooke resident, spoke in support of the Sooke Sailing Association's application for funding.
- Allan Krutz, Sooke resident, spoke in support of the Sooke Sailing Association's application for funding, and stated there are many other worthwhile applications in front of Council.
- Keli Dunn, Sooke resident, spoke in support of the Sooke Food Bank's application for funding.

9. REPORTS REQUIRING ACTION

9.1 2019 Community Grant Funding

- Council to consider approval of 2019 Community Grant Program funding

Council discussion:

Sooke Tennis and Pickleball Group:

- Large number of interested individuals could be leveraged to fundraise and provide volunteer labour.
- Suggestion of creating a Tennis and Pickleball Association with associated membership fee.
- Throup Road courts are a community asset for all residents.

Sooke Sailing Association:

- Brings people to the water

Sooke Radio

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

- Not an established non-profit and requested funding is to pay an individual, which is prohibited under Community Grant Program Policy.

Sooke Region Community Health Network

- Award a portion of funding as municipal contribution. Juan de Fuca Electoral Area can be approached for remaining balance.

Sooke Minor Fastball

- First time Community Grant applicant.
- Funding to be directed toward purchase of a tarp for the batting cage.

Sooke Lions Club - Sookarama

Councillor Beddows declared a conflict of interest and left the meeting at 10:35 p.m.

- Recommendation to provide sponsorship funding in the amount of \$2,000 for 2019

Councillor Beddows returned to the meeting at 10:35 p.m.

Sooke Food Bank

- Possibility of increasing existing line item amount to be discussed during budget deliberations.

Sooke Music Festival

- Potential to partner with the festival for a 20th Anniversary celebration to be discussed during budget deliberations.

Sooke Family Resource Society

- Liaise with organization to offer advocacy support to province.

Sooke Community Choir

Councillor St-Pierre declared a conflict of interest and left the meeting at 10:40 p.m.

- Recommendation to fund a portion of the requested amount.

Councillor St-Pierre returned to the meeting at 10:40 p.m.

Juan de Fuca Park Watch Society

- Possibility of creating line item funding

NEED2 Suicide Prevention Education & Support

- Possibility of creating line item funding

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

Harmony Project of BC (Sooke)

Councillor Parkinson declared a conflict of interest and left the meeting at 10:43 p.m.

- Recommendation to fund a portion of the requested amount.

Councillor Parkinson returned to the meeting at 10:43 p.m.

Fred Milne Park Society

- Funding of \$2,500 for bleachers and \$500 to install additional lighting for women's washroom.

EMCS Society

Councillor Bateman declared a conflict of interest and left the meeting at 10:46 p.m.

- Possibility of sponsoring the Harbour Festival

Councillor Bateman returned to the meeting at 10:46 p.m.

Intermunicipal Advisory Committee on Disability Issues

- Possibility of creating line item funding

Maritime Museum of BC

- First time applicant
- Potential funding through schools or parent Advisory Committees
- Sooke has a local museum that is funded through a Community Service Agreement.

10. RESOLVE OUT OF COMMITTEE OF THE WHOLE

2019-53

MOVED by Councillor Megan McMath:

THAT Council resolve out of Committee of the Whole.

CARRIED UNANIMOUSLY

In Favour: Councillor Megan McMath, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Brenda Parkinson, and Councillor Tony St-Pierre
Absent: Councillor Ebony Logins

11. REPORTS REQUIRING ACTION

- 11.1. Council awarded 2019 Community Grant funding in the amount of \$68,320 as follows:**

2019-54

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council approve a 2019 Community Grant in the amount of \$3,000 to the
Amber Academy Youth Fine Arts Society.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-
Pierre

Absent: Councillor Ebony Logins

2019-55

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:
THAT Council continue the February 4, 2019 Special Council meeting past 11:00 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-
Pierre

Absent: Councillor Ebony Logins

Councillor Bateman declared a conflict of interest and left the meeting at 10:55 p.m.

2019-56

**MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-
Pierre:**

THAT Council approve a 2019 Community Grant in the amount of \$3,400 to the
EMCS Society.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Megan McMath,
Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Jeff Bateman and Councillor Ebony Logins

Councillor Bateman returned to the meeting at 10:55 p.m.

2019-57

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council approve a 2019 Community Grant in the amount of \$3,000 to the Fred
Milne Park Society.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-
Pierre

Absent: Councillor Ebony Logins

Councillor Parkinson declared a conflict of interest and left the meeting at 10:57 p.m.

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

2019-58

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council approve a 2019 Community Grant in the amount of \$5,250 to the Harmony Project of BC (Sooke).

AMENDED

Amended Motion:

2019-59

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council amend the amount of 2019 Community Grant funding awarded to the Harmony Project of BC (Sooke) to \$3,000.

CARRIED.

In Favour: Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Opposed: Mayor Maja Tait and Councillor Jeff Bateman

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

The main motion as amended was PUT and CARRIED:

2019-60

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council approve a 2019 Community Grant in the amount of \$3,000 to the Harmony Project of BC (Sooke).

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

Councillor Parkinson returned to the meeting at 10:59 p.m.

2019-61

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council approve a 2019 Community Grant in the amount of \$200 to the Intermunicipal Advisory Committee on Disability Issues

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-62

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council approve a 2019 Community Grant in the amount of \$5,250 to the Juan de Fuca Park Watch Society

CARRIED UNANIMOUSLY

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-63

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council approve a 2019 Community Grant in the amount of \$3,000 to KidSport Greater Victoria.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-64

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

THAT Council approve a 2019 Community Grant in the amount of \$1,620 to NEED2 Suicide Prevention Education & Support.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

Councillor St-Pierre declared a conflict of interest and left the meeting at 11:00 p.m.

2019-65

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:

THAT Council approve a 2019 Community Grant in the amount of \$2,000 to the Sooke Community Choir Society.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Brenda Parkinson

Absent: Councillor Ebony Logins and Councillor Tony St-Pierre

Councillor St-Pierre returned to the meeting at 11:00 p.m.

2019-66

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT Council approve a 2019 Community Grant in the amount of \$6,000 to the Sooke Crisis Centre Association

CARRIED UNANIMOUSLY

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-67

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council approve a 2019 Community Grant in the amount of \$5,000 to the Sooke Family Resource Society

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-68

MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-Pierre:

THAT Council approve a 2019 Community Grant in the amount of \$3,000 to the Sooke Festival Society

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-69

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT Council approve a 2019 Community Grant in the amount of \$6,100 to the Sooke Food Bank

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-70

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Council approve a 2019 Community Grant in the amount of \$3,000 to the Sooke Harbour Players

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

Councillor Beddows declared a conflict of interest and left the meeting at 11:03 p.m.

2019-71

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council approve a \$2000 sponsorship to the Sooke Lions Club for their Sookarama event.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows and Councillor Ebony Logins

Councillor Beddows returned to the meeting at 11:00 p.m.

2019-72

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT Council approve a 2019 Community Grant in the amount of \$5,000 to the Sooke Minor Fastball Association

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-73

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council approve a 2019 Community Grant in the amount of \$6,000 to the Sooke Region Community Health Network

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-74

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council approve a 2019 Community Grant in the amount of \$3,000 to the Sooke Sailing Association

CARRIED.

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Opposed: Councillor Megan McMath

Absent: Councillor Ebony Logins

2019-75

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council approve a 2019 Community Grant in the amount of \$5,250 to the Sooke Shelter Society.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-76

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council approve a 2019 Community Grant in the amount of \$1,500 to the Sooke Tennis and Pickleball Group.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Opposed: Councillor Megan McMath

Absent: Councillor Ebony Logins

Council did not award Community Grant funding to the following organizations:

- Maritime Museum of BC
- Sooke Radio

Council did not consider applications submitted by the following organizations:

- Steps to the Future Childcare Society
- Vancouver Island South Film and Media Commission

Council requested that staff bring forward amendments to the Community Grant Policy at a Committee of the Whole meeting specifically:

- Application deadline changed to March 15
- Only one intake period each year, with no other grant applications accepted throughout the year
- Late applications will not be forwarded to Council
- Grant amount never to exceed \$7,000 even with unanimous support of Council
- To be considered for line item funding an organization will be required to show 5 years of history demonstrating growth and community need.
- Line item funding not to exceed 3 consecutive years.
-

14. ADJOURNMENT

Minutes for the Special Council Meeting of the District of Sooke - February 4, 2019

2019-77

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT the February 4, 2019 Special Meeting of Council be adjourned at 11:09 p.m.

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Megan McMath, Councillor Jeff Bateman, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

Maja Tait
Mayor

A handwritten signature in black ink, appearing to read 'Maja Tait', written over a horizontal line.

Certified Correct:

Don Schaffer
Acting Corporate Officer

A handwritten signature in black ink, appearing to read 'Don Schaffer', written over a horizontal line.



MINUTES
District of Sooke
Regular Council Meeting
February 25, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Brenda Parkinson
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim CAO and Acting Corporate Officer
Ivy Campbell, Head of Planning
Teunesha Evertse, Planner II
Nicholas Deibler, Planner I
Paul Butterfield, Engineering Technologist
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

3. APPROVAL OF THE AGENDA

2019-80

MOVED by Councillor Jeff Bateman, seconded by Councillor Brenda Parkinson:
THAT the agenda for the February 25, 2019 Regular Meeting of Council, be adopted with the following amendments:

- Item 10.1 *RCMP Quarterly Report* moved to immediately follow Approval of the Agenda
- Addition of New Business Items:
 - Appointment of Liaison to Capital Regional District Water Commission
 - Notice of Reconsideration: DVP 7214 Austins Place

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

Councillor Logins joined the meeting at 7:04 p.m.

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

10.1. RCMP Quarterly Report

RCMP Staff Sergeant Jeff McArthur addressed Council and provided an update regarding call volume, staffing, and a need for proactive planning to increase police resources. Staff Sergeant McArthur also announced that he will be retiring as of June 5, 2019.

Council discussion:

- Funding model currently has municipal funding of 70% and provincial funding of 30%. Historical efforts to lobby the provincial government for increased funding.
- Clarification regarding optimal number of officers. Staff Sergeant McArthur estimates that 6 more officers will be needed over the next 3 years in order to maintain current service levels.
- Possibility of using community policing volunteers to alleviate pressure on career members.

2019-91

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT Council receive the RCMP Quarterly update for February 2019 for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

4.1. Edward Milne Community School Society

- Funding for Theatre Seats

Councillor Logins and Councillor Bateman declared conflicts of interest and left the meeting at 7:21 p.m.

Anne Bell and Laura Fulton, representing Edward Milne Community School (EMCS) Society addressed Council and spoke regarding a request for financial support to replace seats in the EMCS theatre.

Council discussion:

- Clarification of funding request. EMCS is seeking a similar contribution to the City of Langford's donation to the Isabel Reader Theatre, which was \$40,000.
- Inquiry regarding alternative sources of funding, including fundraising efforts and requests of the School District and Regional District.

2019-81

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:

THAT the Edward Milne Community School delegation and verbal report regarding funding for theatre seats be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Jeff Bateman and Councillor Ebony Logins

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

Councillor Logins and Councillor Bateman returned to the meeting at the meeting at 7:29 p.m.

4.2. Proposed CRD Food and Farmland Trust

- Patrick Gale

Patrick Gale, Sooke resident, addressed Council and spoke regarding a proposal to establish a Food and Farmland Trust through the Capital Regional District (CRD), which has recently been discussed at a CRD Planning and Protective Services Committee meeting. Mr. Gale discussed the importance of food security, protecting farm land, and models for operating a productive farm that also serves to educate future generations of farmers.

Council discussion:

- District of Sooke does not have a representative on the CRD Planning and Protective Services Committee but will hear more should the issue reach the CRD Board of Directors.
- Supporting the creation of a food and farm lands trust does not signify support of purchasing land immediately. Expectation of further details before any action is taken.

2019-82

MOVED by Councillor Jeff Bateman, seconded by Councillor Brenda Parkinson:
THAT the 5-minute time for delegations be extended.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

2019-83

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council support the creation of a regional food lands trust and regional food lands trust acquisition fund.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

5. UNFINISHED BUSINESS

5.1. Council Remuneration

Council discussion:

- Council remuneration has not increased since a salary freeze was implemented in 2012.
- Discussion regarding increases has come forward in previous Council terms, but the freeze has remained in place.

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

- Proposal to increase salary equal to cost of living increases over the next two years, with a committee formed in 2020 to recommend a schedule of future remuneration.

2019-84

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT Council increase Council remuneration for \$12,500 per year effective January 1, 2019 and a further \$2,500 in January 1, 2020 to a total of \$15,000; and

THAT Council increase the Mayor's remuneration to \$25,000 effective January 1, 2019 and a further \$5,000 on January 1, 2020 to a total of \$30,000.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Opposed: Councillor Brenda Parkinson

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ellen Lewers, Sooke resident, inquired as to the status of two items mentioned in minutes attached to item 7.1 *ALR Exclusion - 6912 West Coast Road*, the Telus Mural and the Agricultural Land Commission/Official Community Plan. Ms. Lewers also questioned why a more expensive fencing option was being considered under item 9.2 *Demamiel Creek (Little River) Connector* and also why the developer of the neighbourhood surrounding Ponds Park Corridor was not contributing financially to the replacement of trees under item 9.1 *Tree Canada Grant Application*.
- Gail Hall, Sooke resident, spoke regarding item 8.1 *Bylaw No. 720, Sooke Zoning Bylaw (600-64), 2018 - 5651 Woodlands Road* stating that the bylaw as written is incomplete and unenforceable.
- Britt Santowski, Sooke resident, spoke in support of an increase to Council remuneration under item 5.1 *Council Remuneration*.

7. PUBLIC INPUT MEETINGS AND RELATED REPORTS

7.1. ALR Exclusion - 6912 West Coast Road

The Planner II provided a PowerPoint presentation and overview of the application for exclusion from the Agricultural Land Reserve at 6912 West Coast Road.

Council invited the applicant's representative to speak:

- David Busch, representing the applicant, addressed Council and spoke regarding the application. Mr. Busch provided an outline of the agricultural challenges faced by the land owner and the history of the property and requested Council support the application for exclusion from the Agricultural Land Reserve (ALR).

Council discussion:

- Previous proposal to use the subject property as a pig farm raised concern in the community.
- Rezoning of the property would take place should the property be removed from the ALR, including a public hearing.
- Sewer serviceability would need to be reviewed if future development was proposed.
- Contributing factors to drainage issues and means of improving soil.
- Requirements for "gate sales" to maintain agricultural status and suggested products that may thrive in existing conditions.

Public Input:

- Davis Burke, 1900 Tominny Road, spoke against the application to remove the land from the ALR due to negative impacts on his quality of life and property value.
- Gerlinde Breumair, 1909 Tominny Road, spoke against the application to remove the land from the ALR stating her support for preservation of agricultural land and food production opportunities.
- Ellen Lewers, Sooke resident, spoke regarding the history of agricultural lands in Sooke and in support of protecting agricultural land, food production opportunities and the creation of a food and farm lands trust.
- Eric Lindquist, 6908 West Coast Road, stated that the subject land is capable of agricultural use and shared examples of his success in producing food on a neighbouring property. Mr. Lindquist stated he is of "mixed opinion" regarding the removal of the land from the ALR, but that he is opposed to the use of the land as a big farm due to negative impacts on quality of life and property values for nearby residents.
- Patrick Gale, Sooke resident, spoke against the application to remove the land from the ALR and provided suggestions of suitable agricultural uses for the subject property.
- Steve Unger, Sooke resident, spoke against the application to remove the land from the ALR stating that as a local farmer, he believes the land to be suitable for agricultural purposes.
- Sinclair Philip, Sooke resident, spoke against the application to remove the land from the ALR. Mr. Philip spoke regarding Sooke's history of agricultural, the importance of protecting remaining farmland, and the benefits of local food.

Council discussion:

- Options for recommendations to the Agricultural Land Commission (ALC) and the implications of rejecting the application vs. making recommendations.
- Creative farming solutions suggested by community that could make the land agriculturally viable.

2019-85

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council reject the application for ALR exclusion application for 6912 West Coast Road.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

In Favour: Councillor Ebony Logins, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

The meeting was recessed at 9:18 p.m.

The meeting was reconvened at 9:21 p.m.

8. BYLAWS

8.1. Zoning Amendment Bylaw No. 720 (600-64), 2018 - 5651 Woodlands Road

Council discussion:

- Clarification from staff that bylaw meets legislative requirements and is enforceable.
- Covenant restricting secondary suites executed before adoption of bylaw.

2019-86

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 720 (600-64), 2018*.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

Opposed: Councillor Jeff Bateman and Councillor Tony St-Pierre

8.2. Zoning Amendment Bylaw No. 730 (600-69), 2019 - Cannabis Retail Stores

The Planner I provided a PowerPoint presentation and overview of the written staff report, recommending first and second reading of *Zoning Amendment Bylaw No. 730 (600-69), 2019* for the purpose of adding the definition of "Cannabis Retail Store" and adding this use under the C2 General Commercial Zone to site specific areas.

Council discussion:

- Process for new retailers wishing to apply for appropriate zoning.
- Clarification that Provincial Liquor and Cannabis Regulation Branch (LCRB) process is parallel to municipal process. Should Bylaw No. 730 be adopted, staff will respond to the LCRB referral to inform them of municipal approval.

2019-87

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council give first and second reading to the bylaw cited as *Zoning Amendment Bylaw No. 730 (600-69), 2019*.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

2019-88

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
AND THAT Council direct staff to schedule a public hearing in accordance with the requirements of the Local Government Act.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Ms. Evertse and Mr. Deibler left the meeting at 9:39 p.m.

9. REPORTS REQUIRING ACTION

9.1. Tree Canada Grant Application

Council discussion:

- Grant funding is contingent on the municipality matching the amount of funding in cash or in-kind contributions.
- Clarification that developer not responsible to replace trees due to lack of a municipal tree bylaw and the age of the development.
- If grant funding is not awarded, staff will not proceed with the replacement of trees in Ponds Park.

2019-89

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT COUNCIL authorize staff to apply for a Tree Canada grant for \$4000 to plant trees in the Ponds Park Corridor.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

9.2. DeMamiel Creek (Little River) Connector

Council discussion:

- Clarification that a 6-foot chain link fence is proposed to protect sightlines and safety, and the increased height was suggested by the school district as students will use this route to get to school.
- Staff have already submitted the grant application as the due date was February 18th and this item has been postponed from the cancelled February 11 meeting. Should Council not support the application, it will be withdrawn.

2019-90

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council endorse a funding application to Bike BC for \$22,500 to construct the DeMamiel Creek (Little River) Connector;

AND THAT Council allocate \$7,500 in the 2019-2023 Financial Plan for the DeMamiel Creek (Little River) Connector.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

10. REPORTS FOR INFORMATION

10.2. Draft Council Procedure Bylaw No.728, 2019

Council discussion:

- Presented for discussion purposes only.
- Suggested edits:
 - Remove Deputy Mayor role, Acting Mayor to remain.
 - Limit Delegations to 2 per meeting
 - Public Hearings to be moved to beginning of Council agendas or moved to their own meeting.
 - *Community Charter* allows for elected officials to be absent for 4 (four) meetings. *Council Procedure Bylaw* should reflect this.
 - Desire to receive agenda packages earlier than the Thursday prior to Council meetings.
 - Committee of the Whole could be scheduled on alternate Mondays or during months with a 5th Monday.
- Council Procedure Bylaw to come to upcoming Committee of the Whole for further discussion.

2019-92

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council receive the Draft *Council Procedure Bylaw No.728, 2019*, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

11. NEW BUSINESS

11.1. Notice - Mayor to require reconsideration of 7214 Austins' Place - Development Variance Permit.

- To be brought forward to March 11, 2019 Regular Council meeting

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

11.2. Appointment to CRD Regional Water Commission

2019-93

MOVED by Mayor Maja Tait, seconded by Councillor Ebony Logins:

THAT Council appoint Councillor Brenda Parkinson as commissioner to the CRD Water Commission;

AND Councillor Tony St-Pierre as alternate.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Ms. Campbell left the meeting at 10:00 p.m.

12. CORRESPONDENCE

12.1. Correspondence January 23 - February 11, 2019

Council discussion:

- Staff to request further details regarding Agricultural Land Commission workshop on May 1 and forward to Councillor Parkinson.
- BC Step Code will need to be discussed in more detail. Possibly examined by a Council Committee or at a Committee of the Whole meeting.
- Wounded Warrior to receive \$1,000, bring forward to budget discussions.
- Previous Council resolution requesting staff report on abandoned vessels.
- Wendy Morton poem currently hanging in Mayor's Office.
- Staff to request more details regarding Regional Vegetation Management Strategy and forward to Councillor St-Pierre.
- Councillor St-Pierre to contact Capital Regional District regarding bylaws restricting bottling water from regional water supply.
- Mayor Tait attending Chamber of Commerce lunch with John Horgan
- Council have awarded a Community Grant to Sooke Minor Fastball Association.
- Several re-alignments under consideration for Highway 14.

2019-94

MOVED by Councillor Al Beddows, seconded by Councillor Brenda Parkinson:

THAT the correspondence received January 23 - February 11, 2019 be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

2019-95

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

THAT Council direct staff to bring forward a brief report to familiarize Council with the BC Step Code.

CARRIED UNANIMOUSLY

In Favour: Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-96

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to bring forward a report on the proposed Regional Vegetation Management Strategy.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-97

MOVED by Mayor Maja Tait, seconded by Councillor Al Beddows:
THAT Council provide a response to the Sooke Horseshoe Pitching Association in support of a special events liquor permit.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

12.2 Correspondence from John Horgan, MLA

2019-98

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the correspondence received February 19, 2019 from MLA John Horgan regarding Enhanced Road Assessment driving tests for seniors, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

13. COUNCIL AND CAO VERBAL REPORTS

Councillor Bateman reported on:

- Lot A Open house being held February 26.
- Sooke Region Multi Belief Initiative event being held at Sooke Baptist Church March 2, 2019 from 1-4 p.m.

Councillor Logins reported on:

- Meeting with SEAPARC regarding possible development of frontage land along Phillips.

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

Mayor Tait reported on:

- Upcoming BC Transit workshop to address final stages of local area plan.
- Formation of a Standing Committee on Communications consisting of Mayor, Councillor Bateman, and Acting Mayor, supported by Corporate Services staff.

14. NOTICES OF MOTION

14.1. Notice of Motion from Councillor Brenda Parkinson

- To be brought forward to March 11, 2019 Regular Council Meeting

THAT the section of Bylaw No. 600, *Sooke Zoning Bylaw*, 2013 regarding legal non-conforming businesses be brought forward for discussion.

14.2. Notice of Motion from Councillor Megan McMath

- To be brought forward to March 11, 2019 Regular Council Meeting

THAT the District contribute \$7,500 to the Sooke Fast Pitch Committee.

15. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-99

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT this meeting be closed to the public under section 90(1)(a) and (c) of the *Community Charter* as it pertains to identifiable individuals and labour relations.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

The meeting was closed to the public at 10:32 p.m.

16. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

17. ADJOURNMENT

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

2019-100

THAT the Regular Council meeting of February 25, 2019 be adjourned at 10:56 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Minutes for the Regular Council Meeting of the District of Sooke - February 25, 2019

**Maja Tait
Mayor**

A handwritten signature in black ink, appearing to read 'M. Tait', written over a horizontal line.

Certified Correct:

**Don Schaffer
Acting Corporate Officer**

A handwritten signature in black ink, appearing to read 'Don Schaffer', written over a horizontal line.



MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations
Meeting
February 27, 2019 2:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait (3:00 pm)
Councillor Ebony Logins (5:05 pm)
Councillor Brenda Parkinson (4:20 pm)
Councillor Tony St-Pierre
Councillor Megan McMath
Councillor Jeff Bateman
Councillor Al Beddows

STAFF PRESENT:

Don Schaffer, Interim Chief Administrative Officer
Raechel Gray, Acting Director of Finance
Rob Howat, Director of Development Services
Ivy Campbell (2:25pm)
Jessica Boquist, Acting Head of Parks & Environment
Paul Butterfield, Engineering Technologist
Stacey Dalep, Finance Assistant
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

Acting Mayor Bateman called the meeting to order at 2:00 p.m.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no News Business/ Supplemental items added.

3. APPROVAL OF THE AGENDA

2019-100

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the agenda for the February 27, 2019 Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Tony St-Pierre, Councillor Megan McMath, Councillor Jeff Bateman, and Councillor Al Beddows

Absent: Mayor Maja Tait, Councillor Ebony Logins, and Councillor Brenda Parkinson

4. PUBLIC QUESTION AND COMMENT PERIOD

Public questions and comments to follow each section of budget presentation.

5. PRESENTATIONS & REPORTS

2019-2023 Five Year Financial Plan

Each department presented their budget requests to Council, then council discussion and public questions to follow each presentation.

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - February 27, 2019

The Interim Chief Administrative Officer advised Council that staff have diligently reviewed the budget, paring down items on wish lists and establishing only the essential items are brought forward to maximize District needs while minimizing the tax impact as much as possible.

Budget Overview

The Acting Director of Finance provided an overview of the proposed 2019 budget with a review of the expenditures, revenues, funding sources, main budget changes, cost drivers and associated risks.

The following was highlighted:

- The 2019 total expenditures total is \$22,313,061, broken down through debt servicing, capital expenditures, transfer to reserves and additional municipal purposes.
- Breakdown of expenditures that will be funded by property taxes.
- Funding sources will be from property taxes, sewer taxes & fees, fees & charges, grants, borrowing, and transfer from reserves.
- Budget changes are most significantly impacted by 6 new staff positions, 5 major reviews and planning projects, the new Provincial Employer Health Tax and an increase to the Roads Maintenance Contract.
 - The Employer Health Tax alone is equal to a 1.6% property tax increase for 2019.
- A combination of significant population growth and historically low taxes has left the municipality playing catch up to ensure they are meeting the service levels and needs in the community.
- In the past reserves have been used to keep the tax rate low, but this is not sustainable for the future and something to review for future budget processes.
- With this proposed budget the property tax increase is set at 7.3% which is equal to an average of approximately \$87 per property.

Ivy Campbell arrived at 2:25 p.m.

Council Discussion:

- Opportunities for a future grant writer position; to be proactive and enhance grant applications.
- Review of the various permits & fees, amalgamation of bylaws with fees into one District fees & charges bylaw.
- Desire to proactively plan for debt servicing in future years to eliminate additional costs incurred with large purchases.
- Fulsome review and report back on current reserves and opportunities to improve.
- Ensure public communication is planned for current budget and associated impacts; so the public is provided accurate information.
- Request for budget presentation to occur in late 2018 for next year's budget.

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - February 27, 2019

Mayor Tait arrived at 3:00 p.m.

Public Comments:

1. Les Johansen, Sooke resident, stated that there should be communication to public that this council has inherited a majority of the current issues and that they are planning changes for the future.

5.1. GIS and IT

The Acting Director of Finance provided an overview of the Geographic Information Systems and Information Technology departments, highlighting the following:

- Identified a new membership with National Asset Management to complete financial analysis and planning associated with our assets.
- Computer equipment requirements for new staff and asset renewal.
- System, product and network upgrades.
- Software licencing expenses.

5.2. Planning

The Head of Planning provided an overview of the proposed budget for the Planning department, highlighting the following:

- The department is revenue generating, and with an increase to fees such as pre-application meetings, there are future opportunities to increase revenue.
- Request to have a future plan reserve fund created to prepare for reviews and planning associated with master plans.
- Possible grant opportunity for summer student to assist in reviewing the zoning bylaw, master planning projects and research.

Council Discussion:

- Desire to review and implement application fees associated with pre-application meetings.

5.3. Development Services

The Director of Development Services provided an overview of the sections encompassed within the department providing information for each, as highlighted below:

Engineering & Subdivision

- Road Improvement program will continue as previously approved.
- A new Municipal Engineer position has been identified as an immediate need and is included in the budget.

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - February 27, 2019

Council Discussion:

- There was a discrepancy in the 2019 Capital Plan for Engineering-Five Year Road Program, change from \$800,000 to \$700,000 (clerical error).
- Desire to see an advanced infrastructure plan for the future of our roads and sidewalks.
- Decrease the dependence on reserves and more concentration on saving for projects.
- Confirmation that the line painting is progressing and that we are partnering with neighboring municipalities on specialty line painting projects to decrease cost.
- Improved sidewalks and cross walks for the community.

Jessica Boquist & Paul Butterfield arrived at the meeting at 4:00 p.m.

Ivy Campbell left the meeting at 4:15 p.m.

5.4. Sewer

- The new centrifuge replacement is underway.
- Storm & ground water infiltration investigation has been completed and repairs have begun. Once fully rehabilitated flow monitoring at the plant can be completed and an accurate measurement of capacity can be assessed.

Councillor Parkinson arrive to the meeting at 4:20 p.m.

Council Discussion:

- Once replaced the old centrifuge it will be taken apart and refurbished, to become a backup for the future.

The meeting was recessed at 4:30 p.m.

The meeting was reconvened at 4:35 p.m.

5.5. Parks & Environmental Services

The Acting Head of Parks and the Engineer Technologist provided an overview of the proposed budget for the Parks and Environmental Services department, highlighting the following:

- Kaltasin-Billings Park Water Access project, which will provide access to the water for the community. The request is for \$35,000 which will upgrade the access point, provide District signage and upgrade parking in the area to alleviate pressure of traffic in the residential area.

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - February 27, 2019

- DeMamiel Creek/Little River Connector project will be completed in two phases which will see a multi-use trail and creek crossing for approximately \$30,000. There will be grants to support this project.
- John Phillips Memorial Park and Whiffin Spit parking lot will both see new washroom and multi function fountains installed in 2019 for a total cost of \$105,000.
- The Cains Park staircase, which is a carry over from 2018, is expected to cost \$55,000.
- A new Whiffin Spit memorial wall will be funded by the Sooke Program of the Arts reserve fund but will be executed by the parks department. This stand alone structure has the capacity for up to 250 brass plaques and is an alternative to the bench donation program.
- The Bluffs Park staircase project, which was built in the 1990's is deteriorating and requires a full replacement, with a \$150,000 project estimate.

Councillor Logins arrived to the meeting at 5:20 p.m.

Council Discussion:

- Concerns with the cost of the water fountains and potential vandalism.
- Cost recovery options for projects in public spaces, possibly expand memorial dedication options to staircases and or plaques in other parks.
- Desire to investigate into a part time carpenter on-call for the future.
- Inclusion of local first nations names on park signage.
- Request to engage with strata residents to free up additional parking spaces at Bluffs Park entrance.

5.6. EV Chargers

The Engineering Technologist provided an overview of the continuation of Electric Vehicle charging stations in the community. There are currently 2 areas that were designed but not completed and way-finding signs need to be installed.

Council Discussion:

- The grant should top up the budget not increase the projects scope.
- Desire to receive usage reports once available.
- Confirmation that there is no fee for usage of District owned charging stations, as this time.

Closing Remarks

The Acting Director of Finance requested Council provide any additional questions, comments or concerns regarding the department budget presentations provided at this meeting, suggesting that any requests to make changes should be noted for the record.

**Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District
of Sooke - February 27, 2019**

There were no changes requested for the budget at this time.

6. ADJOURNMENT

2019-101

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the February 27, 2019 Special meeting of Council be adjourned at 6:45 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson,
Councillor Tony St-Pierre, Councillor Megan McMath, Councillor Jeff Bateman, and
Councillor Al Beddows



Maja Tait
Mayor

Certified Correct:



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations
March 4, 2019 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Ebony Logins (6:52 pm)
Councillor Brenda Parkinson (6:28 pm)
Councillor Tony St-Pierre
Councillor Megan McMath
Councillor Jeff Bateman

ABSENT:

Councillor Al Beddows

STAFF PRESENT:

Don Schaffer, Interim Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Rob Howat, Director of Development Services
Kenn Mount, Fire Chief & Director of Community Safety
Stacey Dalep, Finance Assistant
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business and Supplementary Information will be received with the Approval of the Agenda.

3. APPROVAL OF THE AGENDA

2019-102

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the agenda for the March 4, 2019 Special Meeting of Council, be adopted as amended:

- Addition of New Business to become Item No. 6.1 First Nation – Municipal Collaboration Program, to be discussed following the last department presentation.
- Renumber Item No. 6 Motion to Move In Camera, to Item No. 7.
- Addition of Supplemental Information for Item No. 5.1. *2019 - 2023 Five Year Financial Plan.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Tony St-Pierre, Councillor Megan McMath, and Councillor Jeff Bateman

Absent: Councillor Ebony Logins, Councillor Brenda Parkinson, and Councillor Al Beddows

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - March 4, 2019

4. PUBLIC QUESTION AND COMMENT PERIOD

Public questions and comments to follow each section of budget presentation.

5. PRESENTATIONS & REPORTS

2019-2023 Five Year Financial Plan

Each department presented their budget requests to Council, then council discussion and public questions to follow each presentation.

Community Safety

The Fire Chief provided an overview of the Community Safety department.

5.1. Emergency Program

The Assistant Fire Chief provided an overview of the proposed budget for the Sooke Emergency Program, highlighting the following:

- Successes in grant applications over the past year.
- There will be an increase due to the new Capital Regional District Public Alert Notification System (CRD PANS), which the District is included to access information in major emergency situations.
- Retirement of the Emergency Support Services (ESS) Director.
- The ESS coordinator role has transferred to the Assistant Fire Chief.

Council Discussion:

- Updates requested on grants applied for and received.
- Media release requested once the CRD PANS ENS system is active.

5.2. Bylaw

The Fire Chief provided an overview of the proposed budget for the Bylaw department, highlighting the following:

- An additional bylaw enforcement officer was hired part way through 2018, salaries and professional development have been adjusted to include the new hire.
- There is a need for an additional vehicle for this department and an opportunity to re-purpose municipally owned vehicles from the Fire Department.

Council Discussion:

- Clarification that a portion of the Fire Chief's salary is accounted for in bylaw salaries, as he is the supervisor of this section.

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5.3. Building

The Fire Chief provided an overview of the propose budget for the Building section, highlighting the following:

- Salaries include 2 additional positions; Chief Building Official and a File/Plan Checker position.
- There is a need for an additional vehicle for the building department, an option could be to re-purpose an already municipally owned vehicle from the Fire Department.
- The professional development budget will need to be re-examined for 2021, once the new positions are filled.

Council Discussion:

- Request that once the building process changes are implemented the District host an education session for local builders.

5.4. Fire

The Fire Chief provided an overview of the proposed budget for the Fire department, highlighting the following:

- A future large capital apparatus replacement plan has been implemented, with 2019 being the most substantial year of the next 5 years.
- Reallocation of funds for the purchase of Battalion 1.
- The need to replace or re-purpose Squad 2 (van).
- Pre-approved replacement of Engine 3 will see the District borrow \$400,000 for the chassis in 2019 and \$400,00 in 2020.
- The funds in the Hose Tower Improvement fund will be reallocated to enhance training needs and firefighter development, by creating a safer compound, enhanced garage repair area and gym improvements.
- Upgrades to security will include video surveillance at Station 1 and key fob replacement.
- New firefighter position created as Assistant Fire Chief position has been removed from the union.
- Request for an additional firefighter could be cost neutral, as there would be less paid out vacation and overtime.

Councillor Parkinson arrived at 6:28 p.m.

- Request to change to a Paid On-Call compensation model which would allow for advanced service and volunteer retention.
- Critical equipment replacement will include; new fire hoses, replacement of 2 Automatic External Defibrillators, refurbishment of turtle cribbing, new hydrant relay valve, portal scene lights and additional small tools.

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Council Discussion:

- Request for report back to Council on wild fire cost recovery, equipment and wages per hour along with revenue allocation.
- Inquiry into the proposed retention of volunteers with the Paid On-Call system. Once prepared to execute report to Council on status from neighboring municipalities already operating with this system. Include the volunteer retention percentage (increase/decrease), measurements used and establish evaluation process.

Councillor Logins arrived at 6:53 p.m.

- Desire to receive more information around the BC Ambulance critical response model.
- Preference to have the Self-Contained Breathing Apparatus (SCBA) funds be added in every year instead of one large amount every few years.
 - The Fire Chief assured Council that other areas of the budget would be decreased on years when the SCBA equipment required replacement.
- Concerns that there is not enough money being set aside in reserves for large capital expenditures and would like to see this change for future budget years.

Chief Mount and Assistant Chief Barney left the meeting at 7:15 p.m.

5.5. Policing

Council Discussion:

- Concern with the pay model change with the upcoming census and whether the District is prepared for the increased costs.
 - The Acting Director of Finance informed Council that the District has been allocating funding into a future policing reserve at \$85,000 year and could be increase.
- Possibility of a protective services committee to evaluate the changes and needs of the community.

5.6. Council

The Interim Chief Administrative Officer provided an overview of Council's section of the budget, highlighting the following:

- Council has currently exceeded their Travel budget for the year, thus it has been adjusted for 2019 to \$40,000 and will be reduced to \$30,000 for future years.

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- Contingency has been decreased from last year as it was well under the budgeted amount previously allocated. The contingency can be used to fund emerging issues as they are presented and not in contradiction with the *Community Charter*.
- The community grants section has been adjusted to reflect the current amount designated by Council.

Council Discussion:

- Concerns that community grants are confusing and needs to be reviewed with the budget for future years.
- Any additional funding requests from community members or groups in 2019 should come from Council contingency.
- It was requested that the Communities in Bloom line item be increased for this year as this is the District's 20th anniversary of incorporation.

2019-103

MOVED by Councillor Brenda Parkinson, seconded by Councillor Jeff Bateman:
THAT Council authorize a change to the Communities in Bloom line item to \$3,000;
and

THAT the additional funds be deducted from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Tony St-Pierre, Councillor Megan McMath, and Councillor Jeff Bateman

Absent: Councillor Al Beddows

5.7. CAO Office

The Interim Chief Administrative Officer provided an overview of the CAO Office budget, highlighting the following:

- Salary variance in 2018 is due in part to compensation for acting roles while without a permanent CAO.
- All legal funding for the District comes through the CAO's Office.
- The Official Community Plan (OCP), strategic plan and organizational review will be funded from this section of the budget.

5.8. Corporate Services

The Interim Chief Administrative Officer provided an overview of the Corporate Services budget, highlighting the following:

- The salaries have increased due to the new records management/ committee clerk.
- Elections funds ensure there is money should a bi-election, referendum or alternative approval process be required outside of an election year.
- All advertising that is legislative, mandated or required by council resolution is assumed by Corporate Services.

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- This department maintains the budget for all records management, offsite storage, general office supplies and postage.

5.9. Human Resources & Property Maintenance

The Interim Chief Administrative Officer provided an overview Human Resources (HR) and Property Maintenance budget, highlighting the following:

- Decrease in salaries from previous year as reception has moved under Finance.
- Implementation of a new Occupational Health and Safety wellness program for employees.
- The property maintenance costs are significantly as the municipal building is old and requires frequent repairs, as well as new office spaces accommodate for additional staff.

Council Discussion:

- Desire to secure an on-call carpenter for small requests.
- Request to proceed with options for a qualified supplier list.

5.10. Finance

The Acting Director of Finance provided an overview of the Finance department budget, highlighting the following:

- Salary adjustment as the Deputy Director of Finance and Financial clerk positions were pro-rated for 2019.
- The professional development budget has been adjusted to accommodate these new roles.
- There is an opportunity to provide upgrades to the floor in Council Chambers with the grant received through the Rick Hansen fountain, which will install a hearing loop for those with hearing impairment.

5.11. General Information

There has been an adjustment in all salaries to accommodate for the Canadian Union of Public Employees (CUPE) contract renewal and has been factored into the budget for the next 5 years.

5.12. Reserves

Council Discussion:

- Desire to have the reserve funds reviewed and provide a report back on areas for improvement.
- Include a review of options to increase the sewer expansion reserves in the future.

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - March 4, 2019

5.13. Next Steps for the Budget

- March 11, 2019 - Regular Council Meeting (Five Year Financial Plan for 1st & 2nd reading of the Bylaw)
- March 20, 2019 - Open House for the 2019 Budget (In Council Chambers from 3:00 - 7:00 p.m.)
- March 25, 2019 - Regular Council Meeting (Five Year Financial Plan for 3rd reading of the Bylaw and formal public input)
- April 8, 2019 - Regular Council Meeting (Consideration of Adoption for the Five Year Financial Plan Bylaw).

Mayor Tait advised that the Special Council meeting scheduled March 5, 2019 was no longer required and will be cancelled.

NOTE: These dates are subject to change and the most up-to-date information will be posted on the District's website.

6. REPORTS REQUIRING ACTION

6.1. First Nations Collaboration

The Mayor provided an overview of the request received from the T'Sou-ke Nation to collaborate with them in the Community Economic Development Initiative (CEDI).

2019-104

MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to work with the T'Souke First Nations to submit a joint application to participate in the CEDI Program.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Tony St-Pierre, Councillor Megan McMath, and Councillor Jeff Bateman

Absent: Councillor Al Beddows

7. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-105

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT this meeting be closed to the public under section 90(1)(g) of the *Community Charter* as it pertains to litigation or potential litigation.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Tony St-Pierre, Councillor Megan McMath, and Councillor Jeff Bateman

Absent: Councillor Al Beddows

**Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District
of Sooke - March 4, 2019**

8. ADJOURNMENT

2019-106

MOVED by Councillor Tony St-Pierre, seconded by Councillor Brenda Parkinson:

THAT the March 4, 2019 Special meeting of Council be adjourned at 9:04 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Tony St-Pierre, Councillor Megan McMath, and Councillor Jeff Bateman

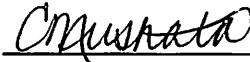
Absent: Councillor Al Beddows

Certified Correct:

**Maja Tait
Mayor**

A handwritten signature in black ink, appearing to read 'M. Tait', written over a horizontal line.

**Carolyn Mushata
Corporate Officer**

A handwritten signature in black ink, appearing to read 'C. Mushata', written over a horizontal line.



MINUTES
District of Sooke
Regular Council Meeting
March 11, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Ebony Logins
Councillor Megan McMath
Councillor Brenda Parkinson
Councillor Tony St-Pierre

ABSENT:

Councillor Al Beddows

STAFF PRESENT:

Don Schaffer, Interim Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Acting Director of Finance
Rob Howat, Director of Development Services
Ivy Campbell, Head of Planning
Jennifer Royer-Collard, 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

2019-107

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT this meeting be closed to the public under sections 90(1)(c), (e), (g) and (i) of the *Community Charter* as it pertains to labour relations, land, litigation or potential litigation and solicitor-client privilege.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

3. CALL TO ORDER - OPEN PORTION

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

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

Supplemental Information was received with the approval of the agenda.

5. APPROVAL OF THE AGENDA

2019-108

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT the agenda for the March 11, 2019 Regular Meeting of Council, be adopted amended:

- Addition of Supplemental Information for Item No. 7.3., *Westcoast Adventure College* delegation.
- Addition of Supplemental Information for Item No. 9.2., *2019-2023 Five Year Financial Plan Bylaw*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

6. ADOPTION OF MINUTES

2019-109

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the following meeting minutes be adopted, as amended;

1. The first name of the member of the public who spoke at the February 27, 2019 Special Council meeting, should be changed to "Les".
2. On page 5 of the February 27, 2019 Special Council meeting, a bullet is required under Council Discussion regarding Item 5.5. stating Council's request of staff to approach the strata at Bluff's Park requesting parking.

- January 28, 2019 - Regular Meeting Minutes
- February 4, 2019 - Special Meeting Minutes
- February 25, 2019 - Committee of the Whole Meeting Minutes
- February 27, 2019 - Special (Budget) Meeting Minutes
- March 4, 2019 - Special (Budget) Meeting Minutes

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

7. DELEGATIONS

7.1. Sooke Saltwater Series

Ron Neitsch provided an overview of the Sooke Saltwater Series, highlighting the not-for-profit associations support through this series and requested a sponsorship donation.

Council Discussion:

- Previously Council has sponsored this request, outside of the community grant funding; in 2017 for \$1500 and in 2018 for \$2500 from council contingency.
- Council requests a report from staff on all sponsorship requests received to ensure adequate funding is available before considering this request.

7.2. Gatewood Project

Jim Mitchell addressed Council and spoke regarding his Gatewood housing project, expressing his frustration with past permitting processes and the requirement for an affordable housing contribution which is hindering the project due to the housing market costs. Mr. Mitchell requested the contribution be moved from the townhouse house project to a future condo development at the same location.

The Head of Planning clarified that there is a covenant on title that Mr. Mitchell can apply to amend to address the Affordable Housing policy requirement in some other form, such as through provision of land or cash in lieu, if he did not wish to enter into an Affordable Housing Agreement. The section 219 covenant states that the owner shall enter into an Affordable Housing Agreement and designate and construct 10% of the dwelling units on the Land as Affordable Housing Units and that the initial sale price of each unit would be restricted to a maximum of \$220,000.

Council Discussion:

- Clarification that there is a covenant on title and only Council has the authority to remove said covenant.
- Concerns regarding the contribution amount in comparison to number of units.
 - The Head of Planning clarified that the total number of units was 18 units, not 6 as stated by the presenter, which is equivalent to \$220,000 or \$12,200 per unit.
- Desire for an alternative solution to be proposed and discussed at a future meeting.

Council recommended Mr. Mitchell work with staff to find an amicable solution to amending the current covenant.

7.3. Westcoast Adventure College

Scot Taylor and Jas Basi addressed Council and presented their proposed business plan to operate a retail cannabis store at the property located at 5449 Sooke Road, along with an education and social component to benefit the community. They requested to be added to the Sooke Zoning Bylaw amendment currently at 2nd reading to include the commercially zoned property to allow cannabis retail.

Council Discussion:

- Desire to have staff bring back the Zoning Bylaw to include the property at the next meeting, prior to the public hearing.
- Concerns with access to the location off the highway will be addressed with the Ministry of Transportation.
- Confirmation that the retail store would be in the same building currently on the property and that no additional buildings were planned.
- Appreciate the educational components proposed and encouraged presenter to approach the school district and local doctors.

2019-110

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council extend the presentation time for an additional 5 minutes.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

2019-111

MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to bring back *Zoning Amendment Bylaw No. 730 (600-69)*, 2019 to include the property located at 5449 Sooke Road, for retail cannabis use.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

7.4. Sooke Region Food CHI

Anita Wasiuta and Gerard LeBlanc addressed Council and presented the Food CHI grow-a-row program, requesting funding in the amount of \$1,200. They provided an overview of the program, highlighting the benefits of providing fresh fruit and vegetables to the community through the Sooke Food Bank.

It was noted that they previously have not requested a community grant as a portion of the funding request is for a part-time coordinator.

Council Discussion:

- Council advised they would consider the request once the staff report on all sponsorship requests was received and there is adequate funding available.

8. PUBLIC QUESTION AND COMMENT PERIOD

- Gail Hall, Sooke resident, spoke to Item No. 9.2. *2019-2023 Five Year Financial Plan Bylaw* regarding the budgeting fund for the multi-sport court box.
 - The Acting Director of Finance advised Council, and Ms. Hall, that to apply for the grant all funds must be set aside, and should we be unsuccessful with the grant a report will be brought forward to review the project.
- Justin Wilson, Sooke resident, spoke to Item No. 15.2. *Notice of Motion - Councillor Megan McMath*, expressing his support for the funding to repair the community baseball fields.

- Ellen Lewers, Sooke resident, spoke to Item No. 9.2. *2019-2023 Five Year Financial Plan Bylaw*, regarding the confusion surrounding the multi-sport court box status of funding. Ms. Lewers also questioned whether the *Westcoast Adventure College Delegation* had to pay for the amendment to the zoning bylaw.

9. BYLAWS

9.1. Revenue Anticipation Borrowing Bylaw - 2019

A bylaw providing the municipality the ability to borrow funds, if required.

2019-112

MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-Pierre:

THAT Council grant First, Second and Third reading to the bylaw cited as *Revenue Anticipation Borrowing Bylaw No. 732, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

9.2. 2019-2023 Five Year Financial Plan Bylaw

A bylaw to authorize expenditures in the 2019 budget and set out capital expenditure for the following four years.

Council Discussion:

- There will be 2 further public input sessions:
 - Open House - Wednesday, Mar 20th from 3:00 - 7:00 pm in Council Chambers.
 - Formal Public Input at the Regular Council meeting on Monday, March 25th.
- Should there be adjustments required after the public input the bylaw can still be amended and given 3rd reading at the same meeting.
- This budget has allowed for planning of future improvements and minimal space for changes in the current year.

2019-113

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council give First and Second reading to the bylaw cited as the *Five Year Financial Plan Bylaw No. 731, 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

10. REPORTS REQUIRING ACTION

10.1. 2019 Communities in Bloom

Participation in the province-wide Communities in Bloom program to showcase the District of Sooke.

2019-114

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council direct staff to register for the 2019 BC Communities in Bloom program;
and

THAT the registration fee of \$925 be paid from the Communities in Bloom budget.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

10.2. EV Charger Grant Application

Authorization to apply for a grant through CleanBC to install Electric Vehicle (EV) Chargers in Sooke.

Council Discussion:

- The funding allocated in the budget is for a capital project funded by gas tax; this additional money will support the installation of 6 chargers in Sooke.
- Request to report back on the future projects and any changes to the project.

2019-115

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council authorize staff to submit an application for grant funding for EV Charger Installation 2019 through the ICIP - Green Infrastructure: Climate Change Mitigation Sub-Stream CleanBC Communities Fund; and

THAT Council supports the project and commits to its share (\$75,000) of the project.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

10.3. Sooke Economic Development Group

The Sooke Economic Development Group request for a Council liaison.

Council Discussion:

- Desire to have 2 members nominated, as both Councillor Bateman and Councillor McMath are interested in participating.

2019-116

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council appoint Councillor Jeff Bateman and Councillor Megan McMath to act jointly as the liaisons for the Sooke Economic Working Group, for the balance of 2019 with the term expiring on December 31, 2019.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

11. REPORTS FOR INFORMATION

11.1. Derelict Vessels in the Sooke Basin and Harbour

Update regarding the status of derelict vessels in the Sooke Basin along with next steps for enforcement and removal.

2019-117

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council receive this report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

12. NEW BUSINESS

12.1. Reconsideration of Development Variance Permit - 7214 Austin's Place

The reconsideration of a decision to not approve the Development Variance Permit for 7214 Austin's Place from the January 28, 2019 Regular Council meeting.

Council Discussion

- Both Councillor Bateman and Councillor Parkinson visited the site and are not opposed to the variance as there will be limited impact to the neighbor's view.

2019-118

MOVED by Councillor Brenda Parkinson, seconded by Councillor Jeff Bateman:
THAT upon reconsideration, Council authorize the issuance of Development Variance Permit PLN1416 to reduce the side lot line setback in the Rural Residential zone s. 104.7 in Bylaw No. 600 *Sooke Zoning Bylaw, 2013* from 3 meters to 1.5 meters for an accessory building at 7214 Austins Place.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

The meeting was recessed at 8:40 p.m.

The meeting was reconvened at 8:45 p.m.

13. CORRESPONDENCE

Correspondence from February 13 - March 6, 2019.

Item D - Wounded Warrior Run BC

- Letter of support for efforts during the event.

Item I - BC Ground Water

- Discussion regarding the bottling and sales of water from ground water sources.

Item J - Built Green Canada

- Desire to have a report brought forward explaining process of implementation of the step code.

Item M - Municipal Survivor Climate Challenge

- Mayor and Council will participate in the climate challenge.

Item P - Invictus Victoria 2022

- Letter of support to Victoria Sport Tourism for their bid to host.

2019-119

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the correspondence received for February 13 - March 6, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

2019-120

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council direct staff to write a letter of support to Wounded Warriors Run BC.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

2019-121

MOVED by Councillor Brenda Parkinson, seconded by Councillor Megan McMath:

THAT Council direct staff to write a letter of support to Victoria Sport Tourism to bid on the 2022 Invictus Games.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

14. COUNCIL AND CAO VERBAL REPORTS

Councillor Logins

- Attendance at the T'Sou-ke First Nation meeting and dinner.
- Edward Milne Community School graduate exit interviews.
- The Affordable Housing committee meetings are month on the third Thursday at 1:00 p.m. in Council Chambers.
- Attendance at the Elder Connect event which has created a website to connect seniors and their families with services in their communities.

Councillor Bateman

- Edward Milne Community School graduate exit interviews.
- Sooke's Seedy Saturday event was well attended and informative.
- The Sooke reconciliation group meets on the 2nd Wednesday of the month at the Lazar building across from the high school.

Councillor St-Pierre

- Attendance at Sooke's Seedy Saturday.
- Attendance at the climate leadership caucus with discussions on ways to move forward climate change emergency protocol.

Mayor Tait

- BC Transit workshop held in Sooke discussed new routes in the community and changes to travel in and out of Sooke.
- The Seaparc expansion project is underway.
- Attendance at UBCM Advocacy days in Victoria.
- Attendance at upcoming FCM board meeting.
- Presentation facilitated with Interim CAO at LGLA.

15. NOTICES OF MOTION

15.1. Notice of Motion - Councillor Brenda Parkinson

Notice from February 25, 2019 Regular Council meeting.

- THAT the section of Bylaw No. 600, *Sooke Zoning Bylaw, 2013*, regarding legal non-conforming businesses be brought forward for discussion.

Council Discussion:

- Concerns regarding business owners in Sooke who have existing legal non-conforming businesses prior to incorporation wishing to expand their business by building an addition are subject to expensive rezoning costs.
- Desire for alternatives to lower costs for businesses in a non-conforming situation with the implementation of a fee structure to encourage businesses to expand.
- Clarification requested in a report on definition, differences and implications of legal non-conforming and historical non-conforming.
- Additions and alterations to non-conforming properties require an application to rezone, to conform to the District's current zoning bylaw.

The Head of Planning clarified that businesses in operation prior to incorporated are able to continue operations if previously allowed under the then CRD zoning bylaw, however the *Local Government Act* (LGA) regulates additions to non-conforming uses and the municipality does not have the authority to supersede the LGA.

2019-122

MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to provide a report on the section of Bylaw No. 600, *Sooke Zoning Bylaw, 2013* regarding legal non-conforming businesses.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Opposed: Councillor Ebony Logins and Councillor Megan McMath

Absent: Councillor Al Beddows

15.2. Notice of Motion - Councillor Megan McMath

Notice from February 25, 2019 Regular Council meeting.

- THAT the District of Sooke contribute \$7,500 to the Sooke Fastpitch Committee.

The fastpitch committee requires the commitment of \$7,500 from the District of Sooke to complete the field repairs at Art Morris Park. The CRD and the Sooke Community Association has provided funding and a local business will provide discounted materials and equipment. The timeline is small as the committee is trying to complete the field replacement prior to the beginning of the baseball season.

Council Discussion:

- Suggested that the funding source be Council contingency.
- Delay the decision until all funding requests are received in a report from staff.
- Disappointment in outside funding being contingent on District's contribution.

2019-123

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT the District of Sooke contribute \$7,500 to the Sooke Fastpitch Committee, from Council Contingency.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Opposed: Councillor Brenda Parkinson

Absent: Councillor Al Beddows

16. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

THAT Council award the contract to facilitate the development of the 2019-2022 Strategic Plan to Barefoot Planning Ltd. in the amount of \$21,690 + GST; and

THAT the item be brought forward for discussion during the 2019-2023 Financial Plan budget process.

17. ADJOURNMENT

2019-124

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the March 11, 2019 Regular Council meeting be adjourned at 9:38 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Absent: Councillor Al Beddows

Minutes for the Regular Council Meeting of the District of Sooke - March 11, 2019

**Maja Tait
Mayor**

A handwritten signature in black ink, appearing to read 'M. Tait', written over a horizontal line.

Certified Correct:

**Carolyn Mushata
Corporate Officer**

A handwritten signature in blue ink, appearing to read 'C. Mushata', written over a horizontal line.



MINUTES
District of Sooke
Regular Council Meeting
March 25, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim CAO
Carolyn Mushata, Director of Corporate Services
Racheal Gray, Acting Director of Finance
Kenn Mount, Fire Chief & Director of Community Safety
Ivy Campbell, Head of Planning
Teunesha Evertse, Planner II
Brian Derrick, Engineering Technologist
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Brenda Parkinson

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:07 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT this meeting be closed to the public under section 90(1)(a),(c),and/or (e) of the *Community Charter* as it pertains to identifiable individuals, labour relations, and land.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the March 25, 2019 Regular Council meeting to order at 7:05 p.m.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

Supplemental Information received with Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2019-125

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT the agenda for the March 25, 2019 Regular Meeting of Council, be adopted with the following amendments:

- Addition of Supplemental Information to Item 9.2. *2019-2023 Five Year Financial Plan*
- Item 12.1 *Outstanding Sponsorship/Grant Requests* moved to immediately prior to Item 9.2 *2019-2023 Five Year Financial Plan*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

2019-126

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the minutes of the February 25, 2019 Regular meeting of Council, be adopted as circulated; and

THAT the minutes of the March 11, 2019 Regular meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

7. DELEGATIONS

7.1. Sooke Bike Club

- Request for Memorandum of Understanding

Julie Budgen and Heather Rose, representing the Sooke Bike Club, addressed Council and provided an overview of their organization and their request for a written Memorandum of Understanding in support of a land access agreement with Timberwest for development of mountain bike infrastructure. The Sooke Bike Club is also undertaking a project to develop trail signage on Sacred Mountain.

Council discussion:

- Support for genuine engagement of youth and efforts to create meaningful employment opportunities for young people.

- Sacred Mountain is in the jurisdiction of the T'Sou-ke Nation. District of Sooke Parks staff may have insight as they are currently undertaking trail signage project.

2019-127

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:
THAT Council direct staff to write a letter of support for the Sooke Bike Club.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

8. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Gail Hall, Sooke resident, spoke regarding the change to budget information presented as Supplemental Information and the effect on those who had prepared comments using the original information.
- Sam Beckers, Sooke resident, addressed Item 11.1 Development Permit - Evergreen Mall, and spoke against further franchise businesses in Sooke.
- Brenda Jordison, Sooke resident, spoke regarding Item 10.3 Bylaw No. 730 - Cannabis Retail Stores and cautioned against recreational cannabis retail staff providing education of medical advice to consumers.
- Ellen Lewers, Sooke resident, echoed her support for Mr. Beckers and Ms. Jordison's statements and spoke against adding a drive-thru to the Evergreen Mall.
- Julie Budgen, Sooke resident, spoke regarding Item 11.1 Development Permit Evergreen Mall, and encouraged Council to develop a strategic plan for economic development and commercial businesses in Sooke with a focus on promoting small business.

9. PUBLIC INPUT MEETINGS AND RELATED REPORTS

9.1. Development Variance Permit - 1820 Maple Ave.

The Planner II provided a PowerPoint presentation and overview of the written staff report, recommending issuance of Development Variance Permit PLN01422, including granting of an easement to allow for required off-street loading spaces.

Public Input:

- Sam Beckers, Sooke resident, questioned the impact of the off-street loading area on the neighbouring Wild Mountain Restaurant. Staff clarified that the owners had been informed as a part of the 100-metre required notification process.

Council discussion:

- Signage requirements and impact on neighbouring properties.
- Anti-idling Bylaw throughout the Capital Regional District should prevent negative environmental impact on Wild Mountain Restaurant.

2019-128

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council issue Development Variance Permit PLN01422 for the purposes of constructing an off-site loading facility in the municipal right-of-way for the development located at 1820 Maple Avenue South.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

2019-129

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council authorize granting an easement for the 27m² area as shown in Plan EPP90801 for the sum of \$10,899.00.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

12. REPORTS FOR INFORMATION

12.1. 2019 Outstanding Sponsorship/Grant requests

The Acting Director of Finance provided an overview of the written staff report, summarizing all outstanding requests for municipal sponsorship.

Councillor Beddows declared a conflict of interest, as he is a member of the Sooke Lions Club, and left the meeting at 7:35 p.m.

2019-141

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council provide a sponsorship to Sooke-a-Rama (Sooke Lions' Club) in the amount of \$2,000 with funding to come from the Sponsorship budget.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Al Beddows and Councillor Brenda Parkinson

Councillor Beddows returned to the meeting at 7:38 p.m.

Minutes for the Regular Council Meeting of the District of Sooke - March 25, 2019

2019-142

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council provide funding in the amount of \$1500 to the Sooke Saltwater Series with funding to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

Councillor Bateman declared a conflict of interest, as he is the Facebook Administrator for Sooke Region Food CHI, and left the meeting at 7:40 p.m.

2019-143

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council provide funding in the amount of \$1,200 to the Sooke Region Food CHI Society with funding to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Jeff Bateman and Councillor Brenda Parkinson

Councillor Logins declared a conflict of interest, as she is employed by School District #62, and left the meeting at 7:41 p.m.

2019-144

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council postpone consideration of the funding request from the EMCS Society for theatre seats until September 1, 2019;
AND THAT Council request additional budget/fundraising information from the EMCS Society regarding this project.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Brenda Parkinson

Councillors Bateman and Logins returned to the meeting at 7:44 p.m.

2019-145

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council provide funding in the amount of \$1,000 to the Wounded Warriors Run with funding to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

2019-146

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council direct staff to authorize a membership of \$2,000 to the Vancouver Island Film Commission with funding to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

9.2. 2019-2023 Five Year Financial Plan

The Acting Director of Finance provided an overview of the 2019- 2023 *Five-Year Financial Plan* and the Supplemental information added to the agenda.

Council discussion:

- Federal Government recently announced a one-time doubling of Gas Tax contributions to municipalities to off-set infrastructure costs as a result of significant advocacy work.
- Increasing public engagement during the budget process, and throughout the year, requires a significant investment in resources. Meeting the public where they are at, including upcoming Sooke-a-rama event will increase engagement.

Public Input:

- Ellen Lewers, Sooke resident, inquired as to fire department statistics and possibility of increased provincial funding for ambulance attendants, increased development contributions at subdivision stage to offset increased infrastructure needs due to development, and total amount of grants received for various capital projects. Ms. Lewers further questioned increased fire department staffing and hiring timelines, both historical and planned for 2019. The Fire Chief provided clarification that one firefighter will be hired in 2019, and a second one will be considered in 2020 after a planned organizational review. Ms. Lewers commented on increasing equipment and capital replacement costs for the fire department.

Minutes for the Regular Council Meeting of the District of Sooke - March 25, 2019

- Gail Hall, Sooke resident, spoke regarding the proposed Multi-Use Sport Court and a lack of public engagement on whether this is a needed community amenity. Ms. Hall also cautioned that necessary funds to complete projects such as the Sport Court, Sooke River Road park and Lot A lands have not been set aside.

2019-130

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council give third reading, as amended, to the bylaw cited as the *Five-Year Financial Plan Bylaw No. 731, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

10. BYLAWS

10.1. Bylaw No. 713 - Zoning Amendment Bylaw - 1890 Maple Ave

2019-131

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT the bylaw cited as *Zoning Amendment Bylaw No. 713 (600-61), 2018* be adopted.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

10.2. Bylaw No. 729 - Zoning Bylaw Amendment - 2489 Otter Point Road

The Planner II gave a PowerPoint presentation and overview of the written staff report, recommending first and second reading of Bylaw No. 729 to amend the zoning of 2489 Otter Point Road.

Council discussion:

- Affordable Housing contributions requirements should be better defined. Municipal standard that applies to all developments is required.
- Clarification that Agricultural Land Reserve Buffer area on the eastern edge of the property will be a "no-build" zone and staff will work with developer to establish a protection plan.

2019-132

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council give First and Second reading to *Zoning Bylaw Amendment No. 729 (600-68), 2019* to amend the zoning of 2489 Otter Point Road from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5)

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

2019-133

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT a Public Hearing be scheduled for *Zoning Bylaw Amendment No. 729 (600-68)*, 2019 in accordance with Section 466 of the *Local Government Act*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

2019-134

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT prior to adoption of *Zoning Bylaw Amendment No. 729 (600-68)*, 2019 the owner be required to enter into a Section 219 covenant registered in priority of all other charges on title to:

1. Protect a 7.5-meter depth, no-build buffer, along entire length of the rear of the property adjacent to Agricultural Land Reserve;
2. Provide cash in lieu at time of subdivision for the resurfacing of Otter Point Road to the centerline including the shoulder remediation and a provision for a three-meter wide multi-use trail;
3. Provide a cash in lieu park land dedication to Bylaw No. 47 *Parkland Reserve Fund* at time of subdivision.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

2019-135

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to work with the applicant on the cash-in-lieu provision for the affordable housing contribution and report back at time of Public Hearing.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

10.3. Bylaw No. 730 - Zoning Bylaw Amendment, Cannabis Retail Stores

The Head of Planning gave a PowerPoint presentation and overview of the written staff report, recommending Council rescind second reading of Bylaw No, 730, *Zoning Amendment Bylaw* to include a fourth property as a permissible "Cannabis Retail Store", then give second reading as amended.

Council discussion:

- Federal regulations dictate the products that retailers are able to sell in their stores. All stores will be limited to the same products.
- Clarification that all retailers must still apply for a provincial license, separate from process of rezoning.
- Retailers wishing to apply in the future will need to apply for a similar rezoning, at their expense.
- Discussion regarding transition from medical marijuana sales to recreational sales.
- Implications of proceeding with original three properties in bylaw or rescinding second reading and adding a fourth property. Both will result in a Public Hearing, but due to advertising requirements a delay of two weeks will occur if only three properties are considered.
- Public Hearing will provide opportunity for additional public input, after which Council can determine how to proceed.

2019-136

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council rescind Second reading of *Zoning Amendment Bylaw No. 730 (600-69)*, 2019

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Opposed: Councillor Ebony Logins and Councillor Megan McMath

Absent: Councillor Brenda Parkinson

2019-137

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council give Second reading, as amended, to *Zoning Amendment Bylaw No. 730 (600-69)*, 2019

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Opposed: Councillor Ebony Logins

Absent: Councillor Brenda Parkinson

2019-138

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT a public hearing be scheduled for *Bylaw No. 730 (600-69), 2019*, in accordance with section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

10.4. Bylaw No. 732 - Revenue Anticipation Borrowing Bylaw

Councillor Logins left the meeting at 9:07 p.m.

2019-139

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the bylaw cited as *Revenue Anticipation Borrowing Bylaw No. 732, 2019* be adopted.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

Councillor Logins returned to the meeting at 9:08 p.m.

Councillor Beddows left the meeting at 9:08 p.m.

11. REPORTS REQUIRING ACTION

11.1. Development Permit PLN01403 Evergreen Mall

The Head of Planning provided a PowerPoint presentation and overview of the written staff report, recommending the issuance of Development Permit PLN1403 for Evergreen Mall.

Councillor Beddows returned to the meeting at 9:09 p.m.

Council invited the applicant to present:

- Lorne Gavinchuk and Gerry Boutin, representatives of the developer, responded to Council questions.

Council discussion:

- Visibility around existing hydro box is a challenge, proposed landscaping additions should be kept low so as not to impede sightlines.
- Proposed signage will need to adhere to signage regulations.
- Traffic Impact Study has been completed and includes the effects of a drive-thru. Ministry of Transportation and Infrastructure comments have been addressed.
- Community has mixed opinions on Tim Hortons as tenant.
- Extension of paving tiles to end of greenspace in front of new building would create improved aesthetic.
- Stormwater infrastructure on site requires re-routing.
- Staff have proposed a stormwater management study that includes upstream areas to ensure infrastructure on the property is capable of handling upstream volume. Developer proposing replacement of existing pipe with one of an equal or greater flow capacity.
- Technical specifications will require further discussion with Director of Development Services. Council to be kept informed of final determination.

2019-140

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council approve the issuance of Development Permit PLN01403 (as attached) for the subject property municipally addressed 6660 Sooke Road, AND;

THAT Prior to Issuance, the applicant enters into a Landscape Agreement with the District of Sooke, provide a landscape estimate for review and approval by the Head of Planning and Head of Parks and Environment and provide a landscape bond of 110% of the cost estimate for the soft and hard landscaping.

AND direct staff to work with developer on the extension of the pavers.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

13. NEW BUSINESS

There were no New Business items presented.

14. CORRESPONDENCE

14.1. Correspondence received February 25, 2019 - March 15, 2019

Council discussion:

- Letter has been sent to L. Gardner in response to her correspondence.
- Councillor McMath volunteering at Our Place Society Easter Dinner.
- City of Victoria resolutions will move forward to AVICC convention.
- Councillor St. Pierre will research BC Council for International Cooperation request.

2019-147

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT the correspondence received February 25, 2019 - March 15, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

2019-148

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council declare a climate emergency in the District of Sooke.

2019-149

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council postpone consideration of the motion 2019-148 regarding declaration of a Climate Emergency in the District of Sooke to the next meeting

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

15. COUNCIL AND CAO VERBAL REPORTS

Councillor Logins reported on:

- Affordable Housing Committee meeting Thursday, March 28.
- An RFP for a Housing Needs Assessment has been issued.
- Attending the Electric Vehicle event.
- Participating in the Municipal Survivor Climate Challenge
- Attending meeting with local development community.

Councillor Beddows reported on:

- SEAPARC is moving ahead with a number of initiatives and announcement will be made in April.

Councillor Bateman reported on:

- Age Friendly Committee continuing to advocate for Enhanced Road Testing for Seniors in Sooke.
- Participating in the Municipal Survivor Climate Challenge
- Attending meeting with local development community.
- Attending CRD Board meeting.
- Attending Sierra Club event on the state of BC Forests.
- Attending Vancouver Island Regional Library meeting.

Councillor St-Pierre reported on:

- Attending CRD Water Commission meeting.
- Participating in the Municipal Survivor Climate Challenge

Councillor McMath reported on:

- Attending meeting with local development community.
- Attending Victoria Chamber of Commerce Business Leaders luncheon
- Volunteered at Sooke Fish Hatchery.

Mayor Tait reported on:

- Participating in the Municipal Survivor Climate Challenge
- Attending meeting with local development community.
- Strategic Planning sessions upcoming.
- Will attend the "Women Deliver" conference in Vancouver in June.
- Thanks for attending development meeting,
- Nominated for UW award.

16. NOTICES OF MOTION

There were no Notices of Motion presented.

17. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

17.1. Resolutions from March 18, 2019 In-Camera Meeting

2019-41-IC

MOVED by Councillor Brenda Parkinson, seconded by Councillor Ebony Logins:

THAT Council rise and report the following resolutions:

1. THAT Council direct staff to provide a business licence report providing an overview of the business licence process.
2. THAT Council appoint Councillor Jeff Bateman as either an alternate CRD representative to Councillor Brenda Parkinson or the second alternate.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

18. ADJOURNMENT

2019-150

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

That the March 25, 2019 Regular Council meeting be adjourned at 10:50 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
April 8, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Brenda Parkinson
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Acting Director of Finance
Ivy Campbell, Head of Planning
Nicholas Deibler, Planner I (left at 8:10 p.m.)
Jennifer Royer-Collard, 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

2019-151

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT this meeting be closed to the public under section 90(1)(a), (c), (e) and (i) of the *Community Charter* as it pertains to personal information, labour relations, land and solicitor-client privilege.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the meeting to order at 7:00 p.m. in Council Chambers, announcing that technical difficulties will impede the live broadcast of the meeting, but a recording should be available once the issue is resolved and recording can begin.

Mayor Tait made a brief update on the upcoming Strategic Planning workshops, the status of a revised memorial bench policy, an update on the CAO search and recognized the continued efforts of staff.

Councillor Parkinson provided a statement regarding her continued participation on Council as she continues to address a health issue.

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4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

Supplemental Information was received with the approval of the agenda.

5. APPROVAL OF THE AGENDA

2019-152

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the agenda for the April 8, 2019 Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 10.1 *PH-1 Bylaw No. 730, Zoning Amendment Bylaw (600-69), 2019 – Retail Cannabis Stores.*
- Move Item No. 10.1. *PH-1 Bylaw No. 730, Zoning Amendment Bylaw (600-69), 2019 – Retail Cannabis Stores* to follow the Adoption of Minutes.
- Addition of New Business to follow CAO and Council Updates as Item No. 15.1. *Rotary Auction Dinner.*
- *Addition of a Notice of Motion from Councillor Parkinson, to follow New Business.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

6. ADOPTION OF MINUTES

2019-153

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:

THAT the minutes of the March 25, 2019 Regular meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

10. PUBLIC HEARINGS AND RELATED BYLAWS

10.1. Zoning Amendment Bylaw No. 730 (600-69), 2019 - Retail Cannabis Stores

The Planner I presented an overview of the proposed amendment to the *Sooke Zoning Bylaw* to add "Cannabis Retail Stores" as a permitted use in the General Commercial (C2) and Recreation (C4) zones, which is restricted to four properties in the District.

Mayor Tait read a written statement advising that any person who believes their interest in property affected by the proposed bylaw would be given a reasonable opportunity to be heard and have their written submission presented at the Public Hearing.

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Mayor Tait called the Public Hearing to order at 7:20 p.m.

Public Submissions:

- David Bloom, 1991 Kaltasin Road, expressed his concerns regarding ventilation and residual odors affecting neighboring businesses.
- Dave Bertoia, 5448 Sooke Road, raised his concerns with the property at 5449 Sooke Road, noting the area as a high accident zone along with poor logistics for entry and exit at this location. Mr. Bertoia enjoys the current businesses and hopes they will remain.
- Larry Galbraith, 5462 Sooke Road, spoke in opposition of including the property at 5449 Sooke Road due to the high accident zone at the location entrance.
- Michelle Savory, 2038 Townsend Road, spoke in opposition of cannabis retail and inquired about the lift of the moratorium on Cannabis stores in the community.
 - Mayor Tait stated that Council was unaware at the time of implementation that they were outside of their authority in implementing that moratorium which has led to the current public hearing for rezoning to allow for retail cannabis stores on certain commercial properties of the community.
- Brenda Jorgensen, 2322 Galena Road, spoke in support of 6309, 6686 and 6691 Sooke Road as they are currently servicing the community with a product in a slow growth industry. Ms. Jorgensen suggested progressive ventures in tourism and Cannabis consumption spaces could benefit the community.
- Scot Taylor, owner of 5449 Sooke Road, stated that the restaurant and recreational components will remain open and that cannabis retail will be an addition to current operations. Mr. Taylor noted that his accredited college would provide an economic advantage providing programs, education and teaching opportunities, providing a different avenue for retail cannabis.
- Gail Hall, 2517 Sooke River Road, expressed her opposition to cannabis retail.

The Public Hearing was closed at 7:48 p.m.

Council Discussion:

- Confirmation that federally approved licenses will allow for sales and that the Province conduct site visits.
- The traffic concerns are addressed at each business location by the Ministry of Transportation.
- Any additions or new construction would result in a referral back to Council in the form of a Development Permit.
- There is an opportunity for the District to be an industry leader in cannabis.

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- Traffic concerns at 5449 Sooke Road are not isolated to the business, it is the area itself.
- Take advantage of the demand for professionals in the industry to support jobs and local business.
- Councillor Logins was opposed to the rezoning due to concerns specifically associated 5449 Sooke Road.

2019-154

MOVED by Councillor Brenda Parkinson, seconded by Councillor Al Beddows:
THAT Council give Third reading the bylaw cited as *Zoning Amendment Bylaw No. 730 (600-69), 2019.*

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Opposed: Councillor Ebony Logins

Nicolas Diebler left the meeting at 8:10 p.m.

7. DELEGATIONS

7.1. North Sooke Community Association- Eric Boucher

Eric Boucher and Maurine Simms presented the concerns of residents in the north area of Sooke regarding the Ministry of Transportation and Infrastructure (MOTI) project plans to realign Highway 14. They noted the lack of consultation with the public and private property owners in not disclosing the entire plan. Rather the area affecting each owner was provided along with a value for land and water servicing. Mr. Boucher and Ms. Simms requested Council engage with the local Member of the Legislative Assembly (MLA) and MOTI to receive a full plan of the project to share with the community.

Council Update:

- There was an initial open house that discussed the need but did not provide a full outline or plan.
- The circumstances around private land acquisitions are confidential and negotiations are directly with the land owners. The District of Sooke is not at the table because it is not district infrastructure.
- Disappointed of being kept in the dark regarding these major highway planning improvements.
- Consideration of supporting the extension of CRD piped water for residents impacted by well removals. Assurances need to be in place to guarantee water quality.

2019-155

MOVED by Councillor Brenda Parkinson, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to set up a meeting between the Mayor and MLA John Horgan regarding the proposed highway realignment in North Sooke. As well as a follow up letter addressing the concerns raised at the meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

8. UNFINISHED BUSINESS

8.1. Declaration of a Climate Emergency

- Resolution from March 25, 2019 Regular Council meeting

Capital Regional District (CRD) letter on Climate Emergency Declaration requesting local governments within the CRD declare a climate emergency and collaboratively achieve carbon neutrality by 2030.

Council Discussion:

- This initiative would support assessment and planning of priorities and provide options to improve reduction of our carbon footprint.
- Lack of statement or specific call to action from the CRD to push forward; there was a desire to have tangible objectives or direction to support.
- Desire to assume a leadership role to become carbon neutral.
- The consideration of climate impacts will be a priority in the Strategic Planning process.
- Request to reactivate a District's Climate Change Action Committee.

2019-156

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council declare a climate emergency in the District of Sooke.

CARRIED.

2019-157

**MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
Amendment to Main Motion 2019-56**

THAT Council amend the main motion by inserting the following, after the word Sooke:

- District of Sooke aspire to be carbon neutral by 2030.
- The climate be a priority to Strategic Planning.
- Reactivate the Climate Change Action Committee.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

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The Main Motion 2019-156, as amendment, was then PUT and CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Brenda Parkinson, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Kendra Hodgkin, Sooke resident, spoke to the relationship between Item No. 8.1. *Declaration of a Climate Emergency* and Item No. 7.1. *North Sooke Community Association Delegation*, identifying the environmental impacts of creating a new 4-lane divided highway.
- Ann Clement, Sooke resident, spoke in support of Item No. 8.1. *Declaration of a Climate Emergency* encouraging Council to engage the community and work towards a common goal to make a positive change.
- Diane Bernard, Sooke resident, spoke to Item No. 8.1. *Declaration of a Climate Emergency* and reinstatement of the climate change committee set achievable benchmarks and involve the entire community, both businesses and residents.
- Eric Boucher, Sooke resident, spoke to Item No. 8.1. *Declaration of a Climate Emergency* encouraging public transportation and less drive-thru models.
- Michael Hodgkin, Sooke resident, expressed his concerns regarding Item No. 7.1. *North Sooke Community Association Delegation* informing Council of a neighbor who is having their house and land expropriated, concern that the proposed design will decrease safety on the highway and that proven wells are being removed with limited guarantee of water supply to those affected.
- Christiana St-Pierre, Sooke resident, spoke in support of Item No. 8.1. *Declaration of a Climate Emergency* suggesting Council take action with it's community towards the same goal to foster and protect the future of Sooke.
- Sinclair Philip, Sooke resident, spoke to Item No. 8.1. *Declaration of a Climate Emergency* suggesting that this is the time to promote residents to shop local and educate that participation on a small scale can make a difference.

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11. BYLAWS

11.1. Zoning Amendment Bylaw No. 714 (600-62), 2018 - 1923 Maple Ave

A bylaw to amend zoning on a portion of the property located at 1923 Maple Avenue from Medium Density Multi Family (RM2) to Small Lot Residential (R3), with a site specific text amendment to the Small Lot Residential zone.

2019-158

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 714 (600-62), 2018*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

11.1. Five Year Financial Plan Bylaw No. 731, 2019

A bylaw to adopt the financial plan to cover the fiscal period from January 1, 2019 to December 31, 2023.

2019-159

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council adopt the bylaw cited as *Five Year Financial Plan Bylaw No 731, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

12. REPORTS FOR INFORMATION

12.1. RCMP Monthly Report

Information provided from the Sooke RCMP Detachment on calls responded to in the month of February.

2019-160

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council receive the RCMP monthly report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Minutes for the Regular Council Meeting of the District of Sooke - April 8, 2019

13. CORRESPONDENCE

Correspondence received March 21 - April 3, 2019

Item B - Rural Internet

- Advocacy for enhanced fiber optic networks pushed out to all areas.

Item C - Legion

- Council attendance at the VE Day/Battle of the Atlantic Parade.

Item D - CREST

- Request for Gordie Logan of CREST to attend an upcoming Council meeting and provide an update.

Item M - Web Portal

- More awareness of the Sooke Region Chamber of Commerce, as well as requesting supporting for the creation of a web portal to assist local charities in receiving donations online.

2019-161

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the correspondence received for March 21 - April 3, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

2019-162

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council direct staff to invite Gordie Logan, chair of CREST, to present and provide an update at an upcoming Council meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

2019-163

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council direct staff to write a letter of support to the Sooke Region Chamber of Commerce for their web portal initiative.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

14. COUNCIL VERBAL REPORTS

Councillor Logins

- Attendance at the State of Salmon event hosted at EMCS.

Mayor Tait

- Meetings held with 3 elementary school principals regarding the trail network connections and mapping needs in the community.
- The District has been nominated for its United Way participation and will be recognized at their awards ceremony this year.
- Meeting with the Nature Trail Society.
- Upcoming attendance at Association of Vancouver Island Coastal Communities (AVICC); council is car-pooling to the conference.

Councillor St-Pierre

- Attendance at the Clean BC meetings.
- Attendance at the Sooke Region Historical Society retreat.

Councillor Bateman

- Attendance at the Wild Arc open house.
- Attendance at the Capital Regional District (CRD) Parks & Environment meeting and sworn in as the short-term alternate.
- Meeting with Sooke's Age Friendly Committee to plan next steps in an attempt to secure local driving rests for seniors.
- Community theater fundraiser upcoming.

Councillor McMath

- Attendance at the Sooke Region Tourism Association (SRTA) AGM, noting that the Sooke Region Chamber of Commerce is collaborating with SRTA to move the hotel tax initiative forward.

15. NEW BUSINESS

15.1. Rotary Auction Dinner

Council attendance at the 2019 Rotary Auction Dinner on Saturday, May 4, 2019.

Council Discussion:

- Tickets can not be gifted and need to be purchased.
- Additional tickets for spouses would have to be purchased separately by attendee.
- Councillor Beddows was opposed to paying for tickets for more than one representative of Council.

2019-164

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to purchase tickets for Mayor Tait, Councillor Bateman, Councillor Parkinson and Councillor St-Pierre to attend the 2019 Rotary Auction Dinner, with funding to come from Council Contingency.

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CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

2019-165

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council direct staff to bring forward the travel policy for review and discussion.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

16. ADJOURNMENT

2019-165

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT the April 8, 2019 Regular Council meeting be adjourned at 10:10 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
April 23, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Chief Administrative Officer
Patti Rear, Deputy Corporate Officer
Rob Howat, Director of Development Services
Kenn Mount, Director of Community Safety
Raechel Gray, Acting Director of Finance
Ivy Campbell, Head of Planning
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Brenda Parkinson

1. CALL TO ORDER

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

Mayor Tait announced the following:

- An update that the Ministry of Transportation and Infrastructure (MOTI) is providing funding for improvements to Highway 14 advising residents to contact their local MLA or Councillor McMath is the liaison with the MOTI, for more information.
- The District of Sooke's participation at the upcoming Sookarama will be the kickoff the District's 20th-anniversary celebrations.
- Congratulated staff on their nomination for a United Way Spirit award which recognized their leadership in fundraising for the community.
- Upcoming Committee of the Whole meetings on May 6th and 21st.

2. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business was received with the approval for the agenda.

3. APPROVAL OF THE AGENDA

2019-167

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:

THAT the agenda for the April 23, 2019 Regular Meeting of Council, be adopted as amended:

- Item No. 8.1. *Zoning Amendment Bylaw No. 729 (600-68), 2019* be moved to follow the Adoption of Minutes;

Minutes for the Regular Council Meeting of the District of Sooke - April 23, 2019

- Addition of a Notice of Motion from Councillor Beddows, regarding options for Community Garbage Collection;
- Addition of a Notice of Motion from Councillor St-Pierre, regarding public parking opportunities; and
- Addition of a Notice of Motion from Councillor St-Pierre, regarding amenities contributions.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

4. ADOPTION OF MINUTES

Minutes of the Regular meeting of Council **2019-168**

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT the minutes of the April 8, 2019 Regular meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

7. PUBLIC HEARINGS AND RELATED BYLAWS

7.1. Zoning Amendment Bylaw No. 729 (600-68), 2019- 2489 Otter Point Road

The Head of Planning presented an overview of the proposed amendment at 2489 Otter Point Road to rezone the property from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5) for the creation of seven (7) residential lots. It was recommended that cash-in-lieu of park dedication, amount to be determined, be required at the time of subdivision and the Affordable Housing Contribution be \$3,000 per lot.

Mayor Tait invited the applicant to address the Council.

- Don Throme, the representative for the applicant Rowils Estates Ltd., provided a high-level overview of the proposed development and background of the projects completed by Rowils Ltd.

Council Discussion:

- Clarification that the style of homes planned is not yet decided as designing has not yet begun.
- Identified that the current zoning only allows for 2 lots.

Mayor Tait read a written statement advising that any person who believes their interest in property affected by the proposed bylaw would be given a reasonable opportunity to be heard and have their written submission present at the Public Hearing.

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Mayor Tait called the Public Hearing to order at 7:18 p.m.

Public Submissions:

- Jim Spafford, Sooke Resident, expressed concerns with the subdivision housing which may increase traffic and the development surveying results.
- Don Thome, the representative of the applicant, confirmed that the current owner has owned the property since 1976 and it has been a rental unit the entire time.

The Public Hearing was closed at 7:26 pm

Council Discussion:

- Councillor Bateman was opposed to the rezoning, expressing his concerns with growth in the area which appears to not be prepared for expansion. He suggested waiting until the *Official Community Plan* (OCP) review is completed to determine where and what kind of growth is desired.
- Not comfortable stalling development until the OCP is reviewed.
- Identified lack of infrastructure and improvements on Otter Point Road and developments should be contributing. (Cash-in-lieu for Housing Reserve).
- The property is within the community growth area and is a reasonable division of the existing lands.
- The development would need to install septic systems as it is outside the sewer specified area.

2019-169

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council give Third reading the bylaw cited as *Zoning Amendment Bylaw No. 729 (600-68), 2019.*

CARRIED.

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Opposed: Councillor Jeff Bateman

Absent: Councillor Brenda Parkinson

5. DELEGATIONS

5.1. Proposal for Baseline on Sooke from Royal Roads - Dr. Brian White

Dr. White, Royal Roads University professor, provided a handout to Council and presented his proposal for the District to collaborate with the University to produce a baseline study of the Sooke Region. This information would provide details on social and economic development, an overarching view of the regional growth and information for the District to use in future planning initiatives. He proposed work would begin July 2019 and conclude in April 2020.

Council Discussion:

- This report would assist in the establishment of an economic development strategy and benefit the municipality in a number of ways.
- Concerns with the demand and the impact on staff who are already working at capacity.
- The motivation of the project is being driven by the faculty and the students would support the research.
- Opportunities to apply for grants and receive funding for the projects.
- Councillor Beddows and Councillor Logins were opposed due to the additional workload required of staff and the uncertainty of the benefit to the community.

2019-170

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to meet with Brian White, of Royal Roads University, to provide information for a report on the development of a Baseline Report for the District of Sooke, for Council's consideration.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows and Councillor Ebony Logins

Absent: Councillor Brenda Parkinson

5.2. Zero Waste Sooke - Wendy O'Connor

Wendy O'Connor addressed Council regarding a previous Council motion to ban single-use plastic bags, requesting they expedite their decision to implement a bylaw.

Zoe Minnaard, a volunteer with Surfrider Foundation, advocated for the implementation of a bylaw and applauded Zero Waste Sooke for their education in the community and suggested Sooke join other municipalities in the goal to ban single-use plastic bags.

Mayor Tait invited the youth advocates for Zero Waste Sooke to address Council.

- Dylan Broadbent expressed his concerns with the future of the youth in relation to the amount of waste that is being created and the lasting effects on the environment for generations.
- Marin Clarkston, EMCS student, sharing her personal travel experience overseas where limited awareness of the human impact on the environment is viewed. Miss Clarkston encouraged Council to learn from other countries mistakes even if significant changes may seem daunting at first.

The Deputy Corporate Officer informed Council that a draft bylaw was coming forward at a future meeting.

6. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following member of the public:

- Ann Clement, Sooke Resident, spoke in support of Item No. 5.2. *Zero Waste Sooke Presentation*, suggesting that this is an opportunity to assert momentum, addressed climate action locally, and celebrate the power of what we can accomplish as a community.

8. BYLAWS

8.1. Property Tax Rate Bylaw No. 735, 2019

The Deputy Director of Finance provided an overview of the *Property Tax Rate Bylaw* which imposes the property tax rates and property taxes for the 2019 year. It was identified that rates are balanced between each of the industries and are roughly the same increase across the board, between industry and residential.

Council Discussion:

- Clarification regarding outside agency rate increases; Vancouver Island Regional Library (VIRL) is equal to \$6 per residence, the Capital Regional District (CRD) is equal to \$15 per residence, and the Hospital District is \$1 per residence.

2019-171

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council give First, Second and Third reading to the *Property Tax Rate Bylaw No. 735, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

9. REPORTS FOR INFORMATION

9.1. RCMP Monthly Report

2019-172

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council receive the RCMP monthly report dated March 2019, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

10. REPORTS REQUIRING ACTION

10.1. Policy Framework

The Deputy Corporate Officer presented an overview for the new Policy Framework which will standardize all components of District policies, implementing consistency amongst both Administrative and Council policies.

2019-173

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council adopts the Policy Framework.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

10.1. 20 Year Anniversary Events

Request for funding allocation to plan and execute events to recognize the District's 20th anniversary of incorporation.

Council Discussion:

- Desire to host the movie in the park at John Phillips Memorial Park.
- Ensure that an official celebration is held on the date of incorporation, December 7th. This should include outstanding citizen recognition, fun facts, most interesting resolutions, advocacy work achieved and planned, and a History of Sooke slideshow.
- Invite local food trucks and vendors to sell their products in the park before and during the 'movie in the park' night.

2019-174

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council authorize staff to plan and execute events in the community to celebrate the District of Sooke's 20 year anniversary, with a budget of \$5,000 to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

10.2. Capital Region Mutual Aid Agreement (CRMAA)

The Director of Community Safety provided an overview of the written staff report requesting that the District of Sooke enter into the Capital Region Mutual Aid Agreement (CRMAA) as the past Disaster Mutual Aid Agreement is out of date with respect to emergency management regulations and processes.

2019-175

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the District of Sooke enter into the Capital Region Mutual Aid Agreement for the purpose of enhancing and providing a framework for, mutual aid and critical resource coordination during an emergency within the Capital Region; and

THAT Council authorizes the Mayor and the Interim CAO to execute the finalized agreement.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

10.3. Climate Change Action Committee Terms of Reference

Information associated with the reactivation of the Climate Change Action Committee; the approval of the terms of reference and determination of the number of members.

Council Discussion:

- Clarification surrounding the committee's mandate, which is to provide suggestions on directives to the Council. The committee identifies and provides recommendations to Council on climate adaptation and mitigation options.
- Provide the committee with all foundational documents, including the Community Energy and Emissions Plan (2014) and Climate Action Charter (2008).
- Committee membership will be decided by Council resolution.
- Membership should read: *The membership will consist of up to 10 members.*

2019-176

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council appoint up to 10 members to the Climate Change Action Committee.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

2019-177

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council adopts the proposed Climate Change Action Committee Terms of Reference, as amended.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

2019-178

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to advertise for committee membership.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

11. NEW BUSINESS

No New Business items were provided.

12. CORRESPONDENCE

Correspondence received April 3-17, 2019

The correspondence items were received, and individual items pulled for discussion, which are captured in the resolutions below.

2019-179

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the correspondence received April 3-17, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Councillor Megan McMath, Councillor Tony St-Pierre, Mayor Maja Tait,
Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Ebony Logins

Absent: Councillor Brenda Parkinson

2019-180

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
(F) THAT Council direct staff to contact Sandra Richards of Vital Signs, extending an invitation to present to Council at a Summer or Fall Regular meeting, regarding the findings on the District of Sooke, from the 2018 Victoria Vital Signs 2018 report.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Mayor Maja Tait,
Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Brenda Parkinson

2019-181

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
(G) THAT Council direct staff to forward the letter from Susan McLean regarding Sooke Potholes Provincial Park to the RCMP, CRD, and LRC Parks Services and indicate that Council would like a response regarding the issues outlined in the letter from each of those contacted.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Mayor Maja Tait,
Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

2019-182

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

(O) THAT Council direct staff to write a response to the Parsons reaffirming the District of Sooke Council's position and support to subdivide in the Agricultural Land Reserve, the property known as 2727 Phillips Road and their commitment to food security for the community.

CARRIED UNANIMOUSLY

In Favour: Councillor Megan McMath, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Ebony Logins

Absent: Councillor Brenda Parkinson

2019-183

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

(P) THAT Council email Derek Peach informing him of Council's support for the motion requesting the province of British Columbia provide a safe drug supply, which was presented at the recent Annual General Meeting and Convention of the Association of Vancouver Island and Coastal Communities (AVICC), and will also be supporting this motion at the Union of British Columbia Municipalities (UBCM) Convention in September.

CARRIED UNANIMOUSLY

In Favour: Councillor Tony St-Pierre, Councillor Megan McMath, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Ebony Logins

Absent: Councillor Brenda Parkinson

2019-184

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

(T) THAT Council direct staff to forward 30 lapel pins to the grade 5 students at the Georgia Park Elementary School in Campbell River in support of their social studies project on the District of Sooke.

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Megan McMath, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

13. COUNCIL VERBAL REPORTS

Councillor Bateman

- Attendance at the Victoria Family and Youth Justice committee which included discussion on topics of drugs, homelessness, education and funding issues, which was an eye-opening session into those at risk in our communities.

14. NOTICES OF MOTION

14.1. Recognition of Judith Ann Gatto

- Notice from April 8, 2019 Regular Council meeting - Councillor Brenda Parkinson

2019-185

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council recognize the efforts of Judith Ann Gatto for her contribution to the community for the 25 years in organizing the Sooke Canada Day celebrations by providing and presenting a plaque, with funding to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

14 1. Councillor Beddows - Community Garbage Collection

- Notice for May 13, 2019, Regular Council Meeting

THAT Council direct staff to research and report back on options for municipal community garbage collection.

14 2. Councillor St-Pierre - Public Parking

- Notice for May 13, 2019, Regular Council Meeting.

THAT Council direct staff to provide a map of the Bel Vista/ Phillips and Highway 14 intersections in order to identify potential public parking opportunities on District Lands.

14 3. Councillor St-Pierre - Amenities Policy

- Notice for May 13, 2019, Regular Council Meeting.

THAT Council request staff bring forward an amenities policy/ bylaw, within one year.

15. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-186

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the open portion of this meeting be closed at 9:24 p.m.; and

THAT the meeting be closed to the public under section 90(1) (c), (f) and (g) pertains to labour relations, law enforcement, and litigation or potential litigation.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre
Absent: Councillor Brenda Parkinson

Minutes for the Regular Council Meeting of the District of Sooke - April 23, 2019

16. ADJOURNMENT

2019-187

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT the meeting be adjourned at 11:01 pm.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

Certified Correct:



Maja Tait
Mayor



Patti Rear
Deputy Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
April 29, 2019 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Carolyn Mushata, Director of Corporate Services

ABSENT:

Councillor Brenda Parkinson

1. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the Special Council meeting to order at 6:00 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-188

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT this meeting be closed to the public under section 90(1)(a) of the *Community Charter* as it pertains to identifiable individual(s).

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

3. ADJOURNMENT

2019-189

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

THAT the meeting be adjourned at 6:42 pm.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Brenda Parkinson

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
May 13, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim CAO
Patti Rear, Deputy Corporate Officer
Raechel Gray, Acting Director of Financial Services
Kenn Mount, Fire Chief & Director of Community Safety
Ivy Campbell, Head of Planning
Nicholas Deibler, Planner I
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Megan McMath
Councillor Brenda Parkinson

1. CALL TO ORDER

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(a),(c), (e), and/or (l) of the *Community Charter* as it pertains to personal information about an identifiable individual, labour relations, land, and preparation of an annual report.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the Open Portion of the Regular Council meeting to order at 7:00 and announced the following:

- Acknowledgement of the passing of two Sooke women, Martha Moore and Hannah Day.
- Opportunity for community input into Council Strategic Plan.
- Hiring of new Chief Administrative Officer, Norm McInnis.
- Provincial announcement of funding for healthcare in Sooke Region.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no New Business or Supplementary Information items presented.

5. APPROVAL OF THE AGENDA

2019-200

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

Minutes for the Regular Council Meeting of the District of Sooke - May 13, 2019

THAT the agenda for the May 13, 2019 Regular Meeting of Council, be adopted as circulated.

with the following amendments:

- Removal of correspondence items related to the proposed Regional Foodlands Access program (items G, I, P & R) - to be discussed at May 21, 2019 Committee of the Whole meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- April 23, 2019 - Regular Council
- April 29, 2019 - Special Council
- May 6, 2019 - Committee of the Whole

2019-201

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the following Council minutes be adopted as amended:

- Regular Council meeting minutes from April 23, 2019;
- Special Council meeting minutes from April 29, 2019;
- Committee of the Whole meeting minutes from May 6, 2019.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

6.1. Resolutions for Adoption - May 6, 2019, Committee of the Whole

2019-202

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

Draft Council Procedure Bylaw No. 728 - COW - May 6, 2019

THAT the following amendment to the proposed bylaw be made:

- 31(16): Delegations are not permitted for subject matters which will have their own opportunity for public input (i.e. grant applications, specific bylaws, etc.);

AND THAT Council direct staff to bring the amended bylaw back for consideration.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-203

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

Outstanding Resolutions - COW - May 6, 2019

Minutes for the Regular Council Meeting of the District of Sooke - May 13, 2019

THAT Council rescind the following resolutions:

- 2018-287;
 - THAT Sooke Minor Fastball be included in discussions with the Sooke Community Association, SEAPARC and the District of Sooke to explore opportunities for improvements to the Sooke ball diamonds.
- 2017-541;
 - 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.
- 2017-463;
 - 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.
- 2017-452;
 - THAT Council refer the issue of reinstating the 48-hour building permit to staff for more information.
- 2017-369;
 - THAT Council direct staff to bring forward a Zoning Bylaw amendment to prohibit ocean-based, salmon farming.
- 2017-366;
 - THAT Council authorise staff to enter into a covenant regarding the agreed upon parking scheme #4, as a condition of subdivision of 7004 Melrick Place.
- 2017-167;
 - THAT Council support Sooke Pocket News in the advertising budget for the District of Sooke.
- 2017-130;
 - THAT Council direct staff to prepare a report on proposed Bylaw amendment(s) to address secondary kitchens for home-based businesses.
- the unnumbered item at line 721.
 - Future Action: 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.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-204

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
Committee Appointments - COW - May 6, 2019

Minutes for the Regular Council Meeting of the District of Sooke - May 13, 2019

THAT Council appoint Councillor Ebony Logins to the Te'Mexw Treaty Advisory Committee until Councillor Brenda Parkinson is able to return.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-205

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
Committee Appointments - COW - May 6, 2019

THAT Council appoint Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre to liaise on behalf of the District of Sooke with SEAPARC, the Sooke Community Association, and Sooke Museum in discussions regarding adjoining lands.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-206

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
Committee Appointments - COW - May 6, 2019

THAT Council appoint Councillor Tony St-Pierre as the Chair to the District's Climate Change Action Committee.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-207

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
20th Anniversary Celebration - COW - May 6, 2019

THAT Council support co-hosting a community picnic in partnership with the Sooke News Mirror, on Saturday, August 17, in conjunction with the District hosted movie night in John Phillips Memorial Park;

AND THAT Councillor Beddows be the Council liaison for this event; and

AND THAT the District of Sooke Council host a rock painting station.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

7. DELEGATIONS

7.1. KPMG - Audited Financial Statements

- Draft Financial Statement for the year ended December 31, 2018

Minutes for the Regular Council Meeting of the District of Sooke - May 13, 2019

Julie Robinson, auditor for KPMG Financial, presented Council with an overview of the District of Sooke's Financial Statements for the year ended December 31, 2018. KPMG have presented Council with an Audit Report which includes a clean audit opinion and no significant issues.

Council discussion:

- Thank you to the Deputy Director of Financial Services and her team.

2019-208

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council accept the Draft Financial Statement of the District of Sooke, year ended December 31, 2018.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

7.2. Victoria Urban Reconciliation Dialogue

Tanya Clarmont, representing the Victoria Urban Reconciliation Dialogue (VURD), hosted by the Victoria Native Friendship Centre and Patrick Harriot, representing the Metis Nation of Greater Victoria, provided a PowerPoint presentation and spoke regarding VURD's mandate of promoting collaborative reconciliation led by the urban Indigenous community in Greater Victoria.

Council discussion:

- Clarification regarding ways that Council and members of the community can remain engaged with the work of VURD.
- Meetings scheduled for 9:30 a.m. – 3 p.m. on the third Monday of each month.

7.3. Charter of Compassion

Councillor Bateman declared a conflict of interest and left the meeting at 7:22 p.m.

Mark Ziegler and Don Brown, representing the Sooke Region Multi-Faith Initiative, provided a PowerPoint presentation and outline of the Sooke Compassionate Action Plan. Council previously endorsed a Charter of Compassion and the next stage in having Sooke declared as a Compassionate Community is endorsement of a Compassionate Action Plan.

Council discussion:

- Great community initiative. Members of the Sooke Region Multi-Belief Initiative to be encouraged to participate in District of Sooke committees.

2019-209

Minutes for the Regular Council Meeting of the District of Sooke - May 13, 2019

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council endorse the Sooke Compassionate Action Plan and support the recognition of Sooke as a Compassionate Community.

AND Further that the Compassionate Action Plan be forwarded to the Affordable Housing Committee and Climate Action Committee, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Jeff Bateman, Councillor Megan McMath and Councillor Brenda Parkinson

Councillor Bateman returned to the meeting at 7:31 p.m.

7.4. Childcare Needs

Tricia Pincombe, operator of the Sooke Montessori Junior Kindergarten, addressed Council with a request to amend zoning requirements that currently limit licensed childcare to a maximum of 8 children at her property in Kaltasin. Ms. Pincombe is facing eviction from her primary location at Saseenos Elementary where she offers an additional 26 childcare spaces.

Council discussion:

- Property rezoning is subject to legislative requirements.
- Appreciate urgency of the situation for children and families who require quality childcare.
- Discussion of options to support continued operation of preschool with no reduction in available childcare spaces.
- Community-wide Childcare Needs Assessment planned for completion this year. Staff clarification that all childcare facilities are subject to zoning requirements.

2019-210

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council direct staff to write a report on options regarding childcare operations in RU4 zones for the May 27/June 10 Regular Council meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

7.5. Float Home Restrictions

Jody Hartley, Sooke resident, addressed Council and spoke regarding restrictions in place that prohibit float homes in the Sooke Harbour and Basin. Ms. Hartley would like to see Council explore options for allowing float homes in Sooke, promoting housing affordability while maintaining strict environmental standards.

Council discussion:

- Interesting possibilities as to how we can reconnect with marine areas.
- Could be addressed through Official Community Plan process. A new Float Home Zone would need to be consistent with neighbouring areas and not have negative impact on surrounding neighbours.
- Concern as to how to connect with infrastructure (sewer, water etc.)
- Concern regarding Fire Department response capabilities.
- Consultation with T'Sou-ke Nation will be required to consider impact on shellfish and the overall health of the Sooke Basin.

2019-211

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council refer the topic of Float Home communities to the Affordable Housing Committee and Climate Action Committee for further discussion.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

8. UNFINISHED BUSINESS

8.1. Committee Appointments

2019-212

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council appoint Councillor Jeff Bateman, as either an alternate representative to Councillor Brenda Parkinson, or as a second alternate to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC)

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Carrie Coleman, Sooke Montessori employee, spoke regarding *Item 7.4 Childcare Needs*, stating her support for Ms. Pincombe and for quality childcare options in Sooke.
- Kristi Herrling, Sooke resident, spoke regarding *Item 7.4 Childcare Needs*, stating her support for Ms. Pincombe and for quality childcare options in Sooke.
- Jennifer Craig, Sooke Montessori employee, spoke regarding *Item 7.4 Childcare Needs* and questioned whether rezoning could be completed by September.

Minutes for the Regular Council Meeting of the District of Sooke - May 13, 2019

- Jenny Siglet, Sooke resident, spoke regarding *Item 7.4 Childcare Needs*, stating her support for Ms. Pincombe and for quality childcare options in Sooke.

10. BYLAWS

10.1. Zoning Amendment Bylaw No. 733 (600-70) - 6690 Rhodonite Drive

The Planner I provided a PowerPoint presentation and overview of the proposed zoning amendment for 6690 Rhodonite Drive, recommending rezoning from R1 Large Lot Residential to R2 Medium Lot Residential.

Council discussion:

- Clarification that duplexes and secondary suites are permitted within the proposed R2 zone, but that lot layout and building design are not required at the rezoning stage.
- Note that Fire Department comments recommend an 8m wide access.
- Developer offering an increased Affordable Housing contribution.
- Clarification from staff that engineering concerns regarding increased number of driveways from Rhodonite Drive are no longer an issue after further discussion.
- Concerns regarding parking, which must be accommodated on-site, and not on Rhodonite Drive.

2019-213

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT Council give First reading to *Zoning Amendment Bylaw No. 733 (600-70)* to rezone 6690 Rhodonite Drive from R1 Large Lot Residential to R2 Medium Lot Residential.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-214

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT *Zoning Amendment Bylaw No. 733 (600-70)* be amended to state "the section of land legally described as Lot A, Plan EPP75110, Section 25, Sooke Land District is hereby rezoned from R1 Large Lot Residential to R2 Medium Lot Residential".

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-215

Minutes for the Regular Council Meeting of the District of Sooke - May 13, 2019

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council give second reading to *Zoning Amendment Bylaw No. 733 (600-70)* as amended.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-216

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT a Public Hearing be scheduled for the Zoning Amendment in accordance with Section 466 of the *Local Government Act*.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-217

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT prior to adoption of *Zoning Amendment Bylaw No. 733 (600-70)* the owner be required to enter into a Section 219 Covenant registered in priority of all other charges on title for affordable housing contributions.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

10.2. Zoning Amendment Bylaw No. 736 (600-71) - 1939 Maple Ave S Rezoning

The Planner I provided a PowerPoint presentation and overview of the proposed zoning amendment for 1939 Maple Avenue South.

Council discussion:

- Discussion regarding Affordable Housing contribution.
- Note that Fire Department comments recommend an 8m wide access.

2019-218

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council give First reading to *Zoning Amendment Bylaw No. 736 (600-71)* to rezone 1939 Maple Ave South from R1 Large Lot Residential to R2 Medium Lot Residential.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Al Beddows

Opposed: Councillor Ebony Logins and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-219

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT *Zoning Amendment Bylaw No. 736 (600-71)* be amended to include "the section of land known as Lot 1, Section 3, Sooke Land District, Plan VIP5763" is hereby rezoned from R1 Large Lot Residential to R2 Medium Lot Residential.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Al Beddows

Opposed: Councillor Ebony Logins and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-220

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT Council give second reading to *Zoning Amendment Bylaw No. 736 (600-71)*, as amended.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Al Beddows

Opposed: Councillor Ebony Logins and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-221

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT a Public Hearing be scheduled for the *Zoning Amendment Bylaw No. 736 (600-71)* in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: None

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-222

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT prior to adoption of *Zoning Amendment Bylaw No. 736 (600-71)* the owner be required to enter into a Section 219 Covenant registered in priority of all other charges on title for affordable housing contributions.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: None

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

10.3. Council Procedure Bylaw No. 728, 2019

The Deputy Corporate Officer provided an overview of the written staff report and proposed amendments to the Council Procedure Bylaw.

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2019-223

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council give first, second and third reading to the bylaw cited as *Council Procedure Bylaw No. 728, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre
Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-224

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT staff be directed to provide public notice in accordance with section 94 of the *Community Charter*, before adoption.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre
Absent: Councillor Megan McMath and Councillor Brenda Parkinson

10.4. Zoning Amendment Bylaw No. 730 (600-69), 2019 - Cannabis Retail

Council discussion:

- Clarification that retailers are now able to remove signs stating their property is subject to an application for rezoning.
- Correction that three of the four retailers are locally owned, not two are previously stated.
- Mayor Tait presenting at upcoming Federal of Canadian Municipalities convention regarding Sooke's experience and offering a municipal perspective on retail cannabis sales.

2019-225

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 730 (600-69), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre
Absent: Councillor Megan McMath and Councillor Brenda Parkinson

10.5. Property Tax Rate Bylaw No. 735, 2019

2019-226

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as *Property Tax Rate Bylaw No. 735, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

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Absent: Councillor Megan McMath and Councillor Brenda Parkinson

10.6. Plastic Bag Ban - Draft Checkout Bag Regulation Bylaw No. 734

Council discussion:

- Initial request for Council to explore a plastic bag ban came through Transition Sooke, but discussion and consideration is now a Council issue.
- Should bylaw be adopted, a copy of the bylaw to be sent to two youth advisors who presented to Council at the May 6, 2019 Committee of the Whole meeting.

2019-227

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council grant First and Second Readings to District of Sooke *Checkout Bag Regulation Bylaw No. 734*, 2019.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-228

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT staff be directed to send notification to each valid business licence holder in the District of Sooke and publish notice in the local newspaper to satisfy the requirements of Section 59(2) and (3) of the *Community Charter*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

11. REPORTS REQUIRING ACTION

11.1. Business Licence Process

The Bylaw Enforcement & Compliance Officer addressed Council and spoke regarding the proposed Business License Process.

Council discussion:

- Clarification that farms are required to have a business license.
- Current bylaw is outdated, updating will be a benefit to businesses and remove unnecessary bureaucracy.
- Review of fee structure to be considered along with process review.

2019-229

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to amend the District of Sooke's Bylaw No. 301, *Business Licence Bylaw, 2007* to update definitions and licence types and to address licence suspensions/cancellations, exemptions and cannabis applications.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-230

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to bring forward an amendment to modernize the District's Business Licence Policy.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

11.2. 2019 Long Line Painting

Council discussion:

- Crosswalks on Church Road near RCMP station and on Throup Road near Journey Middle School need new line painting.

2019-231

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council authorize staff to contract Scottish Line Painting to perform long-line painting throughout the District of Sooke.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

11.3. Rescue Pumper Apparatus Procurement

The Fire Chief & Director of Community Safety provided an overview of the written staff report.

Council discussion:

- At the request of Council, staff provided clarification that the truck chassis is a 2019 financial obligation and remaining balance is due in 2020 upon delivery.

2019-232

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

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THAT Council approve HUB Fire Engines as the successful proponent under the Request for Proposals (RFP) for the purchase of a new Rescue Pumper Apparatus in the amount of \$778,323.00 + taxes.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

11.4. 4X4 Heavy Duty Pickup Trucks Procurement

The Fire Chief & Director of Community Safety provided an overview of the written staff report.

Council discussion:

- Confirmation that both trucks are included in 2019 Financial Plan.
- Staff clarification that expedited replacement of Battalion 1 is necessary and that a reprioritization of wildfire revenues allows for purchase in 2019.
- Required decaling and GST is included in price.

2019-233

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council approve Suburban Motors, Sigma Safety Corp. and Cap-It as the successful proponents under the Request for Proposals (RFP) for the purchase of a 4X4 extended cab, long box pickup truck, canopy and install, in the amount of \$73,871.00.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-234

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT Council approve Suburban Motors, Sigma Safety Corp. and Cap-It as the successful proponents under the Request for Proposals (RFP) for the purchase of a 4X4 crew cab, short box pick up truck, canopy and install, in the amount of \$68,659.95.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

12. REPORTS FOR INFORMATION

13. NEW BUSINESS

There were no New Business items presented.

14. CORRESPONDENCE

Correspondence received April 18 - May 7, 2019

Council discussion:

- Correspondence regarding the proposed Regional Foodlands Access program to be considered at May 21, 2019 Committee of the Whole meeting.
- Team Sooke/Juan de Fuca for information purposes, eligible to apply for Community Grant funding.
- Speculation Tax administered at provincial level despite advocacy efforts through UBCM.
- Improvements have been made to cycling infrastructure since 2010 experience referenced.
- \$10/day childcare will be examined during Childcare Needs Assessment.
- Further information regarding City of Burnaby correspondence re: Expanding Investment opportunities to be expected at UBCM convention.
- Thank you to Sooke Lions' Club for organization Sookarama.

2019-235

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the correspondence received April 18 - May 7, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-236

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT the correspondence received April 29, 2019 from Mayor Lisa Helps regarding Climate Action through Public Transit Ridership be forwarded to the Climate Change Action Committee.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-237

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT the correspondence received May 7, 2019 from the Ministry of Municipal Affairs and Housing regarding Building BC funds be forwarded to the Affordable Housing Committee for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

15. COUNCIL AND CAO VERBAL REPORTS

Councillor Logins reported on:

- Attending Sookarama
- Resolutions from Juan de Fuca Water Commission meeting regarding the Sunriver Water Reservoir and a bulk water station on Otter Point Road.

Councillor Beddows reported on:

- SEAPARC breaking ground on expansion Thursday May 16.

Councillor St-Pierre reported on:

- Attending the Recycling Council of BC Conference.

Councillor Bateman reported on:

- Attending Sookarama
- Attending the Capital Regional District board meeting.

Mayor Tait reported on:

- Attending Access to Justice meetings in Vancouver.
- Attending upcoming UBCM meetings.

16. NOTICES OF MOTION

16.1. Councillor Beddows - From the April 23, 2019 Regular Council Meeting

- THAT Council direct staff to research and report back on options for municipal community garbage collection.

Council discussion:

- Intention is to increase percentage of residents who use garbage collection services.
- Previous Council discussions have included offering organics facility, yard waste drop-off services, reducing burning, reducing human/wildlife conflicts caused by garbage disposal.

2019-238

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council direct the Climate Action Committee to research and report back on options for municipal community garbage collection.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

16.2. Councillor St-Pierre - From the April 23, 2019 Regular Council Meeting

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- THAT Council direct staff to provide a map of the Belvista/ Phillips and Highway 14 intersection in order to identify potential public parking opportunities on District Lands.

Council discussion:

- Staff to provide detailed map outlining ownership by Ministry of Transportation and District of Sooke.

2019-239

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to provide a map of the Belvista/ Phillips and Highway 14 intersection in order to identify potential public parking opportunities on District Lands.

CARRIED UNANIMOUSLY

In Favour: Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Ebony Logins

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

16.3. Councillor St-Pierre - From the April 23, 2019 Regular Council Meeting

- THAT Council request staff bring forward an amenities policy/ bylaw within a year.

Council discussion:

- Creates clear guidelines for developers and for staff.

2019-240

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council request staff bring forward an amenities policy/ bylaw within a year.

CARRIED UNANIMOUSLY

In Favour: Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Ebony Logins

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

17. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

Resolution of May 13, 2019 In-Camera Meeting:

THAT Council Rise and Report In-Camera Resolution 2019-52-IC:

- *THAT Council offer the position of Chief Administrative Officer to Norm McInnis with a salary of \$165,000 with the employment contract to be forwarded once finalized by the District Solicitor.*

18. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-241

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

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THAT this meeting be closed to the public under section 90(1)(a),(c), (e), and/or (l) of the *Community Charter* as it pertains to personal information about an identifiable individual, labour relations, land, and preparation of an annual report.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

19. ADJOURNMENT

2019-242

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT the May 13, 2019 Regular Meeting of Council be adjourned at 11:49 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson



Maja Tait
Mayor

Certified Correct:


Patti Rear
Deputy Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
May 27, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim Chief Administrative Officer
Raechel Gray, Acting Director of Finance
Patti Rear, Deputy Corporate Officer
Rob Howat, Director of Development Services
Ivy Campbell, Head of Planning
Brain Derrick, Engineering Technologist II
Teunesha Evertse, Planner II
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Councillor Brenda Parkinson

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:16 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-251

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT this meeting be closed to the public under section 90(1)(c), (e) and (g) of the *Community Charter* as it pertains to labour relations, acquisition, disposition or expropriation of land and litigation or potential litigation.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

3. CALL TO ORDER - OPEN PORTION

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

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplementary Information was received with the Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2019-252

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT the agenda for May 27, 2019, Regular Meeting of Council, be adopted as amended:

- Addition of Supplementary Information to Item No. 7.2. *Royal Roads/ District of Sooke Proposed MOU.*
- Addition of New Business Item No. 13.1. *Flood Plane Regulation Exemption – 2895 Sooke River Road* to follow the adoption of minutes.
- Move Item No. 12.1 *RCMP Update*, to immediately follow New Business Item No. 13.1.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

6. ADOPTION OF MINUTES

Minutes of the Regular meeting of Council:

2019-253

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT the minutes of the May 13, 2019, Regular meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

13. NEW BUSINESS

13.1. Flood Plain Exemption - 2895 Sooke River Road

The Interim Chief Administrative Officer provided an overview of the written staff report requesting a Flood Plain Exemption at 2895 Sooke River Road, Juan de Fuca Salmon Restoration Society. Noting that there have been delays in the permitting process due to the inadequate documentation submitted by the applicant.

Staff placed a stop work order on the construction of the new building, which was nearing structural completion and lacked a building permit or flood plain exemption. Staff is working with the Capital Regional District (CRD), as the new applicant, to obtain a site-specific flood plain bylaw exemption to ensure all required documents are submitted. Over the course of the weekend, the CRD has gathered and submitted, these with the assurance of Engineering reports to follow.

Council was advised that their approval on the exemption will allow staff to act in good faith with the CRD and lift the stop work order, with the understanding that all outstanding documentation for the flood plain exemption and a building permit will be submitted by June 7, 2019.

2019-254

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

WHEREAS Brimmell Engineering Ltd has provided a report and a certification under s. 524 (7) of the Local Government Act stating that the land at 2895 Sooke River Road may be safely used if the hatchery building on the land is constructed with a Flood Construction Level of 2.1 meters, instead of the 3 meters required by Flood Regulation Bylaw No. 561, 2013.

Amendment to Main Motion 2019-254

2019-255

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT Council amend the main motion to add the following:

- THAT Council exempt the owners of 2895 Sooke River Road from s. 524 (6) of the Local Government Act and s. 6.1 of Flood Regulation Bylaw No. 561, 2013 for the purpose of constructing a hatchery building at the described Flood Construction Level of 2.1 meters per the Brimmell Engineering Ltd letter dated May 24, 2019.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

The **Main Motion 2019-254**, as amended, was **PUT and CARRIED UNANIMOUSLY**

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-256

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT Council exempts the owners of 2895 Sooke River Road from s. 524 (6) of the Local Government Act and s. 6.2 of Flood Regulation Bylaw No. 561, 2013 for the purpose of constructing a hatchery building within 30 meters of the required Present Natural Boundary setback, conditional on documents and assurances being provided to the satisfaction of the Head of Planning confirming the need for such an exemption.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-257

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the owner enters into an s. 219 restrictive covenant to the satisfaction of the Head of Planning and in compliance with s. 8.3 of Flood Regulation Bylaw No. 561, 2013.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

6.1. **Resolutions for Adoption from the May 21, 2019 Committee of the Whole Meeting**

2019-258

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council receive the presentation from Urban Systems, updating Council on the progress towards completion of the District of Sooke Transportation Master Plan, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-259

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to proceed with a public and stakeholder engagement process regarding tree management and protection, as outlined in the staff report, and incorporate those discussions into the draft Tree Management Bylaw; and

THAT Council allocates \$5,000 from Council Contingency to facilitate public and stakeholder engagement.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-260

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to draft a Notice of Motion to the CRD Water Commission and Juan de Fuca Water Distribution Service advocating for an extension of water services to North Sooke.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-261

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council direct staff to invite Mr. Jeff Weightman from the CRD to discuss the opportunities for participating in a CRD operated Foodland Access program, by way of delegation, at an upcoming Regular meeting of Council.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-262

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to advise the CRD that Council discussion regarding the potential Foodland Access Program is still ongoing.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

12.1. RCMP Update - Report for Information

Staff Sergeant Jeff McArthur provided an overview of his tenure stating appreciation of the community's support of their officers, drug and crime rates are relatively comparable to other municipalities of similar population and he has enjoyed serving with this and past Councils. A recent notable event included drug enforcement executed in the community which lead to several arrests.

Finally, he announced Brett Sinden as the new Sooke Staff Sergeant who will be transferring from Sidney. While the transfer documents are being processed Sergeant Wiebe will be the Acting Staff Sergeant.

2019-263

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council receive the RCMP Monthly Report dated April 2019 for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

7. DELEGATIONS

7.1. Building Permit Procedure - Less and Sue McDowell

Mrs. McDowell presented Council with her critique on the building process, coordination, procedure and inspections in Sooke, seeking assurance that the District would assess how it supports residents building in the community. Mrs. McDowell shared her personal experiences related to the addition on a neighboring property and her difficulty in receiving effective communications from the District's building department on her concerns.

Council Discussion:

- Request the building department provide a formal response to Less and Sue McDowell on their concerns.

2019-264

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Council receive the information provided by Mrs. McDowell and that staff response to the letter submitted to the Building Department.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

7.2. Royal Roads/ District of Sooke Proposed MOU - Steve Grundy

Mr. Grundy, a representative of Royal Roads University, addressed Council requesting the District of Sooke enter into a formal Memorandum of Understanding with Royal Roads University partnering on mutually beneficial projects.

Council Discussion:

- Desire to enhance educational opportunities for residents in the community.
- Concerns with monopolizing staff time without projects being brought forward for Council review.

2019-265

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT Council direct the Mayor and Chief Administrative Officer to sign the final version of the Memorandum of Understanding with Royal Roads University.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

8. PUBLIC QUESTION AND COMMENT PERIOD

1. Wendal Milne, Sooke resident, spoke regarding Item No. 13.1. *Floods Plain Exemption - 2895 Sooke River Road*, as a board member of the Sooke Salmon Enhancement Society. Mr. Milne questioned the necessity of the stop work order and expressed his concern with how the process of compliance has been handled.

2. Dave Saunders, Sooke resident, spoke regarding Item No. 13.1. *Floods Plain Exemption - 2895 Sooke River Road* advising of the negative impact that the stop-work order had on project volunteers. Mr. Saunders expressed his frustrations, sought an apology from staff for how the situation has been handled and urged Council provide further support to the project.

Council Discussion:

- Requested a timeline of events leading up to the stop-work order and any background information.
 - The Interim Chief Administrative Officer addressed Council's question and identified that several months had passed since the building permit was submitted and flood plain exception requirement identified. Formal supporting documentation was requested several times, with assurances of submissions promised. However, sufficient information was not provided to issue the building permit or begin the process of the flood plain exemption. The proponent was regularly contacted requesting the requirements and the response was not satisfactory by the deadline. The stop work was put in place to ensure the documents were obtained and processes followed. The District is required to ensure everyone follows the same rules and regulations, regardless of whether the project is volunteer based.
- Clarity was provided regarding enforcement of bylaws and policies, noting that Council does not have the authority to instruct building officials or any staff to take action; the Council implements the bylaws and staff enforce them.
- This is an emotionally charged issue affecting all parties involved.
- Concerns with the disrespectful and derogatory emails, social media posts and comments from the public to elected officials and staff; these have been unnecessary and contain inaccurate information.
- Support from the District for the hatchery, their exemplary efforts to increase salmon stocks and provide education on issues facing the coast.

9. PUBLIC INPUT MEETINGS AND RELATED REPORTS

9.1. Agricultural Land Reserve Exclusion - 2701 Otter Point Road

The Planner II provided a PowerPoint presentation and overview of the application to the Agricultural Land Commission requesting support for an Agricultural Land Reserve exclusion for a portion of the property located at 2701 Otter Point Road.

Council Discussion:

- Support for this property to be excluded as it will most likely not be farmed in the future.

Public Input:

- No one spoke to this item.

2019-266

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT Council forwards the application to the Agricultural Land Commission with a recommendation of support for the Agricultural Land Reserve exclusion PLN01434 for a portion of the property located at 2701 Otter Point Road.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

10. BYLAWS

10.1. Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 1747 Whiffin Spit Road

The Director of Development Services provided a PowerPoint presentation and overview of the written staff report requesting 1747 Whiffin Spit Road be included into the Sewer Specified Area and to allow for future construction of a three-vehicle garage in a location which would be affected by the existing specific field.

Council Discussion:

- Clarity on notification process does not require surrounding area residents be notified of the inclusion into the Sewer Specified Area.

2019-267

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council receive the Petition for Local Area Service for the property located at 1747 Whiffin Spit Road (legally described as Lot A, Section 5, Sooke District, Plan 16620 (PID: 000-320-811); and

THAT Council introduces and gives First, Second and Third reading to Bylaw No. 737, *Sooke Core Sewer Specified Area Amendment Bylaw (147-37)*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

11. REPORTS REQUIRING ACTION

11.1. 2019 Road Improvement Program Tender Award

The Engineering Technologist II provided an overview of the written staff report requesting authorization to award the 2019 Road Improvement Program tender to Capital City Paving.

Council Discussion:

- Confirmation of contingency allocation is a buffer for overages on the proposed areas not to address any additional sections.
 - The Engineering Technologist II informed Council that daily and weekly progress reports would be provided by the contract which will monitor quantities to ensure the project remains on budget.
- Line painting will not be included in this Road Improvement project, this will be addressed at a later date.
- The work will begin in early August, taking approximately 1 week and is subject to change. The access in specified areas will be affected and traffic will most likely be slower than usual.
- The sidewalks will not be rebuilt or enhanced in these areas, at this time.

2019-268

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council authorize staff to award the tender for the 2019 Road Improvement Program to Capital City Paving Ltd. in the amount of \$627,750.00 +GST.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

11.2. Otter Point to Ed Macgregor Park Sidewalks

The Engineering Technologist II provided an overview of the written staff report requesting Council identify their preference on the proposed design options for the Otter Point Road to Ed Macgregor Park sidewalk project with the Ministry of Transportation and Infrastructure (MOTI).

The overall long-term objective of the project is to create connected sidewalks along West Coast Road to Whiffin Spit. The approximate cost of \$1.1 million is in collaboration with MOTI at an 80/20 cost share. Any additional requests of Council outside the proposed design options will require full District funding.

Council Discussion:

- Desire to have increased and enhanced connectivity to District parks.
- Request to include EV Charging infrastructure in the conduit.
- Debate on the merits of red brick and extended sidewalk versus cost and aesthetics.
- Request staff work with MOTI to identify options for stamped concrete versus red bricks to decrease the costs and expand the project and report back.
- Options for an additional crosswalk and parking further along West Coast Road.

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2019-269

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to liaise with the Ministry of Transportation and Infrastructure regarding the selected design for the Otter Point Road to Ed Macgregor Park Sidewalk project;

THAT Council authorize a transfer of \$100,000 from the Capital Asset Replacement Reserve Fund in 2019; and

THAT Council direct staff to identify funding for \$100,000 in the 2020 Financial Plan to accommodate the District's required \$200,000 contribution to the project.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

Brian Derrick left the meeting at 9:15 p.m.

11.3. Proposed Strata Title Conversion of Previously Occupied Dwellings - 2005 and 2005B Gillespie Road

The Director of Development Services provided an overview of the written staff report requesting a strata title conversion of two previously occupied dwellings at 2005 and 2005B Gillespie Road.

2019-270

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council grant approval in principle for the strata title conversion of the two previously occupied dwellings on the property legally described Lot A, Section 71, Sooke District, Plan EPP20458 (2005 and 2005B Gillespie Road); and

THAT Council direct staff to work with the applicant to finalize all technical details relating to the application before bringing it back to Council for consideration of final approval of the strata plan.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

11.4. Lot A Report

The Head of Planning provided a brief overview of the Lot A Charette planning process and introduced the consultants to present to Council, Niall Paltiel with KeyCorp Planning and Stefan Schulson with Stantec Architecture.

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The consultants presented the Lot A Charrette Concept Plan and a proposed a future schedule, which would assist the District with the successful development of Lot A. The following was highlighted:

- Values and goals of the community include long term thinking, smart growth, community vibrancy, and environmental stewardship.
- Key themes that were identified through the consultation: affordable housing, outdoor space, meeting space, developments with green space, address drainage concerns, ensure transit routes, and ensure the District's Town Center Plan is incorporated.
- Future milestones include Council design support, site due diligence, rezoning (if necessary), a site survey and preparations.

Council Discussion:

- Hesitation on selecting an option requiring further rezoning.
- Desire to research grant opportunities to enhance green building.
- Importance of the concept plan as a tool for current and future Strategic Planning sessions.

2019-271

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council endorse the Lot A Charrette Concept Plan as attached; and

THAT Council direct staff to begin execution of the proposed Lot A Schedule.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-272

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to bring forward the existing Community Centre Committee Terms of reference and the committee's final report to the next Regular Council Meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

11.5. Child Care Needs Assessment

The Head of Planning provided an overview of the written staff report requesting additional funding to supplement the Provincial Grant from the 2019 Child Care Planning program, and approval to enter into a General Services Agreement with CitySpaces to complete a Child Care Needs Assessment for Sooke.

2019-273

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to use \$5,072.00 from Operating surplus for the Child Care Needs Assessment; and

THAT Council direct staff to enter a General Services Agreement for a Child Care Needs Assessment with CitySpaces for \$30,072.00

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

11.6. Housing Needs Assessment

The Head of Planning provided an overview of the written staff report requesting the District enter into a General Services Agreement with Urbanics Consultants Ltd. to complete a Housing Needs Report for Sooke.

2019-274

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to enter a General Services Agreement for a Housing Needs Report with Urbanics Consultants Ltd for \$42,900;

THAT Council direct staff to apply to the UBCM Housing Needs Report Program for a grant of up to \$20,000 for the purposes of conducting a Housing Needs Report; and

THAT Council direct staff to transfer \$7,900 from the Housing Reserve Fund Establishment Bylaw, 2006, should the District not be successful in obtaining the grant.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

12. REPORTS FOR INFORMATION

12.2. Cannabis Production Information Update

The Head of Planning provided a brief overview of the written staff report on the production of cannabis products for recreational purposes, identifying that receiving the report well in advance of the upcoming meeting will allow for increased information retention and time to formulate questions for a more fulsome discussion.

Council Discussion:

- Encourage education opportunities associated with Cannabis production.
- Concerns with the related odour of the product while in production and mitigation methods.

2019-275

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council receive the report for information; and

THAT this item be brought forward at the June 10, 2019, Regular Council meeting, resolving into Committee of the Whole, for a more fulsome discussion regarding Cannabis Production in Sooke.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

14. CORRESPONDENCE

14.1. Correspondence for May 9 - 21, 2019

- **Item B** - Clarification that the District contracts out its Animal Control with Capital Regional District (CRD).
- **Item D** - Forward to letter to the Sooke Regional Community Health Initiative for consideration.
- **Item E** - School District 62 meeting is being scheduled.
- **Item F** - Forward the email regarding air pollution to the Climate Change Action Committee, once established.
- **Item H** - Council to invite Dahr Jamail to meet and discuss climate change in the Mayor's office, should he be available.

2019-276

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the correspondence received May 9 - 21, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-277

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to forward the letter from UBC regarding the Rural Evidence Review, to the Sooke Region Community Health Initiative for their consideration; and

THAT the District tweet the link to the survey.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

2019-278

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council direct staff to forward the letter on Air Pollution from Jean Siems to the Climate Change Action Committee, once it has been established, for discussion.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson

15. COUNCIL AND CAO VERBAL REPORTS

Councillor Bateman:

- The Vancouver Island Regional Library (VIRL) project is gaining momentum with an application for a Development Permit and the lease agreement in the process.

Mayor Tait:

- Updates on Council absences:
 - May 31-June 2 Federation of Canadian Municipalities (FCM) conference
 - Acting Mayor for June is Councillor St-Pierre

Councillor St-Pierre:

- Attendance at the Sooke Horseshoe Pitch event.

16. NOTICES OF MOTION

16.1. Monopole Art - Councillor McMath

- Notice for the June 10, 2019, Regular Council meeting for discussion.

THAT Council direct staff to connect with the service provider of the newly installed monopole, at the corner of Otter Point Road and Wadams Way, to discuss the possibility of an art installation.

17. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

(1)

THAT Council direct staff to fund expenses for Lot A Due Diligence as follows:

\$15,000 from Council Contingency

\$10,000 from CAO Contingency

THAT Council direct staff to initiate each part of the Lot A due diligence work at the appropriate time.

(2)

THAT Council direct staff to circulate the findings report from the Sooke Community Advisory Committee, to Council.

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18. ADJOURNMENT

2019-279


MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the May 27, 2019 Regular Council meeting be adjourned at 10:10 p.m.

CARRIED UNANIMOUSLY


In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Brenda Parkinson



Maja Tait
Mayor

Certified Correct:



Patty Rear
Deputy Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
June 10, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim CAO
Raechel Gray, Acting Director of Finance
Carolyn Mushata, Director of Corporate Services
Laura Hooper, Head of Parks & Environmental Services
Ivy Campbell, Head of Planning
Nicholas Diebler, Planner I (left at 10:11 p.m.)
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Megan McMath
Councillor Brenda Parkinson

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

2019-280

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT this meeting be closed to the public under section 90(1)(a),(c) and (g) of the *Community Charter* as it pertains to personal information about an identifiable individual, labour relations and litigation or potential litigation.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

3. CALL TO ORDER - OPEN PORTION

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

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

New Business/ Supplementary Information will be received with the Approval of the Agenda.

5. APPROVAL OF THE AGENDA

2019-281

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:

THAT the agenda for the June 10, 2018, Regular Meeting of Council, be adopted with the following amendments:

- Addition of Supplemental Information for Item No. 7.1. *Zoning Amendment Bylaw No. 733 (600-70), 2019 - 6690 Rhodonite Drive.*
- Addition of Supplemental Information for Item No. 10.2. *Checkout Bag Regulation Bylaw No. 734, 2019.*
- Addition of New Business Item No. 14.1. *Community Care Facilities in RU4.*
- Removal of resolving in and out of the Committee of the Whole for discussion of Item No. 10.1. *Cannabis Production.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

6. ADOPTION OF MINUTES

Minutes of Council Meetings

2019-282

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the minutes of the May 21, 2019 Committee of the Whole meeting and May 27, 2019, Regular meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

7. PUBLIC HEARINGS AND RELATED BYLAWS

7.1. Zoning Amendment Bylaw No. 733 (600-70), 2019 - 6690 Rhodonite Drive

The Planner I provided a PowerPoint presentation and overview of the proposed amendment at 6690 Rhodonite Drive to rezone the property from Large Lot Residential (R1) to Medium Lot Residential (R2) for the creation of a four-lot subdivision. Highlights included providing a \$30,000 affordable housing contribution along with cash-in-lieu for Park Dedication and for 2-meter wide sidewalk.

Mayor Tait invited the applicant to address Council, they declined as they had no future additions to the staff presentation.

Council Discussion:

- Concerns with traffic impacts and desire for further analysis on duplexes versus single-family dwellings.

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Mayor Tait read a written statement advising that any person who believes their interest in the property affected by the proposed bylaw would be given a reasonable opportunity to be heard and have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing to order at 7:18 p.m.

Public Submissions:

- Ron Dumont, Sooke resident, expressed concern with the hammerhead driveway and lack of additional fire hydrants.
 - The Planner I advised Council on the internal referral process and that no significant issues were raised that would impede the rezoning and further review would occur at the time of subdivision.
 - Mayor Tait read out the internal referral from the Fire Department included in the staff report.
- Jay Ryan, Sooke resident, spoke regarding the sale of the land and legal issues between the applicant and the strata who previously owned the property. Mr. Ryan also stated that he was unaware that the property would be rezoned and claimed the buyer was dealing in bad faith.
 - Mayor Tait advised that the merits of comments should be directly related to the land rezoning and not include civil issues between parties as they are not related to the application before Council.
- Stan Planeta, Sooke resident, expressed his opposition with concerns of reduced privacy, an excessive number of houses on the lot and potential loss of future property value.
- Brian Davis, Sooke resident, conveyed his concerns regarding increased on-street parking, lack of sidewalks in this area to support foot traffic and noted that higher density is being planned with minimal infrastructure to support an increase. Mr. Davis questioned the measurement process for notifications.
 - Mayor Tait clarified that cash-in-lieu for sidewalks wouldn't add a portion of a sidewalk in front of the property; rather funds will be taken and saved for future sidewalk construction
- Barb McKay, Sooke resident, expressed her concerns with changes to the aesthetic and appeal of the neighborhood, suggesting the addition of height restrictions and highlighted the impact of on-street parking. Ms. McKay provided photos of the neighbouring homes for reference.
- John Mills, Sooke resident, addressed Council with concerns regarding on-street parking and noted that increased cars equal increased parking issues. Mr. Mills expressed his dissatisfaction with the limited information included in the notice and concerns with the notification signage placed on the property.
- Graham Marshall, Sooke resident, spoke regarding concerns with mass-produced houses on one lot which will be distinctly different than the homes already in the neighborhood.

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- Ellen Lewers, Sooke resident, spoke in regard to sidewalk concerns and proposed infill ruining the vision of this particular area of the community. Ms. Lewers inquired about the notification distance for the application.
 - Staff informed Council that the requirement for notification is all properties within a 100m radius of the subject property which received letters via mail. A public notice was placed in the local newspaper for 2 consecutive weeks and public noticed placed on District Notice boards and on the website.
- Roy Banner, Colwood resident and representative for the applicant, spoke to the strata concerns stating that the subdivision application was communicated at the time of purchase.
- Suzie Davis, Sooke resident, expressed concerns with increased traffic and limited parking.

The Public Hearing was closed at 7:58 p.m.

Council Discussion

- Councillor Beddows was opposed to the rezoning due to the Fire Department comments and concerns with the number of units proposed.
- The difficulties in driving on Rhodonite due to street parking and concerns with increased traffic to the area.
- Reiteration that staff are professionals and meticulously review applications and that Council needs to trust their expertise.
- A concern with residents feeling there was a lack of effective communication.
- Councillor Bateman was opposed to the rezoning due to major traffic increase and lack of maintaining form and character of the neighborhood.
- Councillor Logins was opposed to the rezoning due to the area being an active foot traffic route, lack of adequate sidewalks and limited parking proposed for the units.
- Mayor Tait was opposed to the rezoning, expressing past negative experiences in this area and a desire to see less densification.

2019-283

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:

THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 733 (600-70), 2019*.

DEFEATED.

Opposed: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

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7.2. Zoning Amendment Bylaw No. 736 (600-71), 2019 - 1939 Maple Ave South

The Planner I provided a PowerPoint presentation and an overview of the proposed amendment to rezone the property located at 1939 Maple Avenue South from Large Lot Residential (R1) to Medium Lot Residential (R2) for the creation of three (3) new single-family dwelling lots, for a total of four (4) lots. It was advised that this property would be exempt from the development permit process due to the scale of subdivision, the applicant will provide \$5,000 per lot an an affordable housing contribution, along with cash-in-lieu for future sidewalk and parkland dedications.

Mayor Tait invited the application to address Council.

Gerrard LeBlanc, the applicant's representative, advised Council of the history of the property, highlighting the driveway access off the back end of the property will reduce traffic onto Maple Avenue and that the request provides 1 additional lot above the current zone allowance. Mr. LeBlanc expressed concerns with the requested amount towards the affordable housing contributions and noted that the applicant felt pressured into the contribution and requested Council reduce the contribution by half the amount of what planning proposed.

Council Discussion:

- Expressed that it is a privilege to build in the community.
- The affordable housing contribution creates a fund for the creation of future affordable housing.
- Need for a bylaw to limit negotiation and ensure parameters associated with contributions clearly defined.
- Lack of support to reduce the contribution.
- Concerns with voting on third reading without support from the applicant to contribute the proposed affordable housing amount previously agreed upon..

Interim Chief Administrative Officer advised Council that negotiations regarding contributions should be a discussion for planning staff and the applicant, not with Council at the Public Hearing. It was advised that the Public Hearing be adjourned to a later date and time to allow for further conversations.

Mr. LeBlanc requested a short break to discuss the options with the applicant.

Mayor Tait recessed the meeting at 8:41 p.m.

Mayor Tait reconvened the meeting at 8:44 p.m.

Mr. LeBlanc advised Council that the applicant would like to proceed with third reading and contribution as presented.

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Mayor Tait read a written statement advising that any person who believes their interest in the property affected by the proposed bylaw would be given a reasonable opportunity to be heard and have their written submission presented at the Public Hearing.

Mayor Tait called the Public Hearing to order at 8:47 p.m.

Public Input

- Ellen Lewers, Sooke resident, expressed concerns with high affordable housing contributions for small developments.
- John Brohman, Sooke resident, supports the application and suggested affordable housing contributions be discussed during the land use rezoning desire to see it as part of the development process.

The Public Hearing was closed at 8:56 p.m.

Council Discussion:

- Appreciation for connection through newly designated Galaxy Drive.
- Overall support for the rezoning of the property at this location.

2019-284

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 736 (600-71), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-285

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT prior to adoption of *Zoning Amendment Bylaw No. 736 (600-71), 2019*, the owner be required to enter into a section 219 covenant, registered in priority of all other charges on title for an affordable housing contribution of \$5,000 per lot to a maximum contribution of \$20,000 provided to the *Housing Reserve Fund Bylaw No. 259*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

8. DELEGATIONS

8.1. Wild Wise Sooke

Samantha Webb, the community coordinator for Wild Wise, provided an overview of the volunteer-based programs run by the organization which promotes coexistence through educational materials, visiting the local schools, working on projects with Royal Roads University and wildlife interactions.

Council Discussion:

- Clarification that problem bears are relocated under the authority of Conservation Officers.
- Suggestion the Wild Wise connect with local realtors to get information out to new residents.

8.2. Farrell Estates Sewer Connection Issues - Terry McPhail

Terry McPhail, the representative for Farrelle Estates, updated Council on the planning for phase 3 of the development and highlighted that the petition to join the Sooke Sewer Specified Area (SSSA) was received by Sooke in February 2018. Mr. McPhail requested guaranteed connection units and proposed the development provide advanced Development Cost Charges (DCCs) to the District to buy into the sewer system. He also expressed his concern with the length of time the development has already waited for inclusion approval.

Council Discussion:

- Staff advised that a report would be prepared with all associated details and information for Council review, once upgrades and repairs have been completed to the centrifuge, staff will have an opportunity to review capacity concerns and additional inclusions or connections.

2019-286

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT Council direct staff to report back on the sewer serviceability inclusion for the Farrell Estates properties by November 2019.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

8.3. On and Off-Leash Dog Areas - Robert Whittet

Robert Whittet, addressed Council with concerns regarding enforcement of off-leash regulations in Capital Regional District (CRD) parks within the Sooke region. Mr. Whittet requested that Sooke Council support residents have more areas on trails in Sooke designated for owners to walk their dogs off-leash and contact the CRD requesting changes to their bylaw.

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The Corporate Officer advised that the CRD undertook extensive public consultation prior to the implementation of their bylaw.

9. PUBLIC QUESTION AND COMMENT PERIOD

1. Ron Dumont, Sooke resident, spoke regarding Item No. 10.2. *Checkout Bag Regulation Bylaw No. 734, 2019* providing his observations of excessive single-use plastics beyond checkout bags that end up in the landfill.
2. Ellen Lewers, Sooke resident, spoke in support of Item No. 14.1. *Community Care Facilities in RU4* and suggested spot zoning this property would support our growing young families.
3. Tricha Pincombe, Sooke resident and owner of the property associated with Item No. 14.1. *Community Care Facilities in RU4*, expressed her disappointment with the report not supporting small business owners.
4. Erin Tepelko, Sooke resident, spoke in support of Item No. 14.1. *Community Care Facilities in RU4*, providing her personal experience with Tricha Pincombe's program.

10. PUBLIC INPUT MEETINGS AND RELATED REPORTS

10.1. Cannabis Production - Report for Information

The Planner I provided a PowerPoint presentation and an overview of the implications, opportunities, and the role of local governments in relation to Cannabis retail and production. Highlighting that the District has authority over land use regulations, suggesting the *Zoning Bylaw* and the *Official Community Plan* be amended to allow cannabis production.

Council Discussion:

- Concerns with rushing into changes prior to fulsome review of other local municipalities decisions.
 - The Planner I encouraged Council to be proactive and leaders in the industry.
- Desire to increase tax base would mean allowance for production and cultivation in commercial and/ or industrial zones, as Agricultural Land is taxed under the farm tax which is a reduced tax.
- Online public survey live until June 24, 2019 which will provide additional public input.

Public Input:

- Ellen Lewers, Sooke resident, expressed concern with Agricultural lands being taken over by cannabis production.

2019-287

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council accept the Cannabis Production report for information; and

THAT Council direct staff to prepare the necessary bylaws and/or policies pertaining to the regulation of cannabis production.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

Nicholas Deibler left the meeting at 10:11 p.m.

10.2. **Checkout Bag Regulation Bylaw No. 734, 2019**

Adoption of a bylaw to regulate the business use of single-use checkout bags to reduce the creation of waste, to encourage responsible and viable business practices that are consistent with the values of the community.

The bylaw will come into force and effect as of January 1, 2020, to allow businesses to use up their current supply of checkout bags.

Council Discussion:

- Ensure there is ample education for businesses and residents on the changes.

Public Input:

- Anne Clement, Sooke resident, expressed her appreciation for the new bylaw.

2019-288

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council adopt the bylaw cited as "District of Sooke *Checkout Bag Regulation Bylaw No. 734. 2019*".

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

10.3. **Council Procedure Bylaw No. 728, 2019**

Adoption of a bylaw to establish the rules and proceedings for Council.

Council Discussion:

- Desire to include maternity leave options.
- Adopt the bylaw at June 24, 2019, Regular Council meeting to reflect the following amendments:
 - Section 12 (1) inclusion of the words 'the Deputy Mayor' following "where the Mayor is absent".
 - Section 23 (3) remove "street address" and replace with 'resident municipality'.
 - Section 42 (1) remove "street address" and replace with 'resident municipality'.

There were no public comments provided.

2019-289

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council rescind Third reading of the bylaw cited as *Council Procedure Bylaw No. 728, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-290

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
THAT Council give Third reading to the bylaw cited as *Council Procedure Bylaw No. 728, 2019*, as amended.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

14. NEW BUSINESS

14.1. **Community Care Facilities in RU4**

The Head of Planning provided an overview of the staff report and background on a request to rezone the property located at 2020 Kaltasin Road to allow for a daycare facility. The options, along with the implications, were presented with a recommendation to reopen the previously closed rezoning application.

Mayor Tait invited Trica Pincombe, owner of 2020 Kaltasin Road, to address Council.

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Tricia Pincombe advised Council of her concerns with the cost of the additional requirements being unknown, the lack of access to funding as a private business and the service level loss to the community if her facility is limited to 8 children.

Council Discussion

- Inability to waive fees as Council would be aiding a single business.
- Interest in pursuing options that would not require road dedication or sidewalk, the feasibility, and associated cost were concerns.
- Options for changes to zoning to allow for this type of usage for the area.
- Compassion for the applicant's situation, however, Council is tied by the legalities they are allowed to operate within.

The Corporate Officer advised that the quickest resolve is to reopen the application, following the first and second reading of the bylaw hold a public hearing with pre-approval from the Ministry of Transportation (MOTI).

2019-291

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council accept this report for information; and

THAT Council approve the reopening of PLN01359 Rezoning application for a fee of \$1,200.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

2019-292

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT the meeting be extended past 11:00 p.m.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Al Beddows

Opposed: Councillor Ebony Logins and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

11. BYLAWS

11.1. Zoning Amendment Bylaw No. 729 (600-68), 2019 - 2489 Otter Point Road

Adoption of a bylaw to amend the zoning on the property located at 2489 Otter Point Road from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5).

2019-293

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 729 (600-68), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

12. REPORTS REQUIRING ACTION

12.1. Notice of Motion re: CRD Water Infrastructure for North Sooke

2019-294

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to file a Notice of Motion to the June 19, 2019 CRD Water Supply Commission meeting and to the July 2, 2019 Juan de Fuca Water Distribution Commission meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

12.2. 20th Anniversary Event - Update

Request for additional funding to pay for expenses above and beyond the previously allocated budget for the "Movie in the Park" anniversary event.

2019-295

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council provides an additional \$2,565 from Council Contingency towards the 20th Anniversary event budget; and

THAT Council direct staff to purchase additional swag items to distribute in celebration of the 20th-anniversary event, with a budget of \$400 from Council Contingency.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Councillor Jeff Bateman

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

13. REPORTS FOR INFORMATION

13.1. Journey Middle School Mosaic at Ed Macgregor Park

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The Head of Parks and Environment provided an overview of the staff report informing Council of the unrepairable tile mosaic at Ed Macgregor Park would be removed and the site remediated.

2019-296

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council receive the report regarding Journey Middle School Mosaic at Ed Macgregor Park for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

14. CORRESPONDENCE

Correspondence for May 22 - June 5, 2019

2019-297

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT the correspondence received May 22 - June 5, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

15. COUNCIL AND CAO VERBAL REPORTS

No verbal updates were provided.

16. NOTICES OF MOTION

16.1. Notice of Motion - Councillor McMath

- From May 27, 2019, Regular Council Meeting

2019-298

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to connect with the service provider of the newly installed monopole, at the corner of Otter Point Road and Wadams Way, to discuss the possibility of an art installation.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

17. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

There were no items to release.

18. ADJOURNMENT

2019-299

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the June 10, 2019, Regular Council meeting be adjourned at 11:10 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath and Councillor Brenda Parkinson

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
June 24, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim CAO
Raechel Gray, Acting Director of Finance
Kenn Mount, Fire Chief & Director of Community Safety
Carolyn Mushata, Director of Corporate Services
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Councillor Megan McMath
Councillor Brenda Parkinson

1. CALL TO ORDER

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(a), and/or (c) of the *Community Charter* as it pertains to identifiable individuals and labour relations.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait announced that this will be the final meeting for Interim Chief Administrative Officer, Don Schaffer and thanked Mr. Schaffer for his work over the past 6 months.

4. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no New Business/Supplementary items presented.

5. APPROVAL OF THE AGENDA

2019-310

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the agenda for the June 24, 2019 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

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Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- June 10, 2019 Regular Council meeting
- June 17, 2019 Committee of the Whole meeting

2019-311

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT the minutes of the June 10, 2019 Regular Meeting of Council, be adopted as amended.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-312

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the minutes of the June 17, 2019 Committee of the Whole meeting be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

6.1. Recommendations from June 17, 2019 Committee of the Whole meeting

Council discussion:

- Optics of placing multiple plaques on benches. Intention of setting fees at \$2000 is to cover costs, not to make money by selling space to multiple sponsors.
- Possibility of altering fee structure to allow for single-sponsor benches as well as multiple-sponsor benches.
- Staircases as additional opportunity for sponsorship/commemorative item.
- Clarification regarding purpose of operational procedures examining possible locations.
- Policy will come forward with requested amendments for further Council discussion.

2019-313

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council direct staff to amend the proposed *Memorial Plaque Contribution Policy* as follows:

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- Renewals: allow existing Memorial Plaques to remain in place for a 10-year period commencing July 2019 (upon adoption of policy) at no cost for current sponsors.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-314

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to amend the proposed *Memorial Plaque Contribution Policy* as follows:

- Renewals: Option to renew for another 10 years, with fees defined at time of renewal.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-315

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to amend the proposed *Memorial Plaque Contribution Policy* as follows:

- All existing and new benches allow for a maximum of five plaques. Current and future sponsors to be informed that multiple plaques may be affixed to benches.

DEFEATED UNANIMOUSLY

Opposed: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-316

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT Council direct staff to amend the proposed *Memorial Plaque Contribution Policy* as follows:

- Waitlist: First come first served basis.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-317

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

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THAT Council direct staff to amend the proposed *Memorial Plaque Contribution Policy* as follows:

- Replacement: District reserves the right to move plaques to alternate locations should commemorative item no longer be sustainable in current location.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-318

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to amend the proposed *Memorial Plaque Contribution Policy* as follows:

- Replacement: Damaged commemorative items be replaced at the District's cost if operationally feasible.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-319

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to examine the feasibility of using the stone wall at Ed McGregor Park for memorial plaques.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-320

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to draft an Operational Procedure that examines possible locations for commemorative items on Whiffin Spit.

2019-321

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

Amendment:

THAT the phrase "and a wider range of" be inserted after the word "for".

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

Amendment:

2019-322

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT the phrase "and other public parks" be inserted after the word "Spit".

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

Amendment:

2019-323

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT the main motion be severed and considered as two separate resolutions.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-324

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council direct staff to draft operational procedures for commemorative items.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-325

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council direct staff to examine possible locations for a wider range of commemorative items on Whiffin Spit and other public parks.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

7. DELEGATIONS

7.1. CREST Update - Gord Horth

- Regional operations and system update

Gord Horth, representing Capital Region Emergency Services Telecommunications (CREST) provided a PowerPoint Presentation and overview of CREST operations.

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CREST is looking to expand its infrastructure to provide improved coverage to the Sooke and Juan de Fuca area. New technology is being phased in throughout the system, with the Westshore slated for inclusion in the coming months.

Council discussion:

- Clarification that signal strength in concrete buildings has been improved.
- Upon Council request, the Fire Chief provided feedback regarding Sooke's experience with CREST and radio system. Chief Mount has participated in a CREST working group focused on pager replacement and has had a positive experience overall.
- Existing installation servicing the Sooke area is located on Mount McGuire. Clarification that redundancy is built into the system to ensure adequate coverage if the Mount McGuire infrastructure fails.
- Cell phone providers to be encouraged to work closely with CREST to share tower infrastructure where possible.

7.2. Physicians for Global Survival

Dr. Jonathan Down, representing the Physicians for Global Survival presented a PowerPoint and overview of an international campaign to abolish nuclear weapons. Dr. Down provided Council with background information on why municipalities are being approached and requested Council send a letter calling for the federal government to sign the Treaty on Prohibition of Nuclear Weapons.

Council discussion:

- "Nuclear Clock" set at two minutes to midnight, which indicates a more urgent situation than during the Cuban Missile Crisis.
- Jurisdiction for disarmament and prohibition of nuclear weapons is a federal responsibility. Local government is in advocacy position only.

2019-326

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT the District of Sooke support the Treaty on the Prohibition of Nuclear Weapons and call for the federal government to sign and ratify it without delay.

CARRIED

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

8. PUBLIC QUESTION AND COMMENT PERIOD

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

9. PUBLIC INPUT MEETINGS AND RELATED REPORTS

9.1. District of Sooke 2018 Annual Report

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Municipalities are required to provide an Annual Report prior to June 30th each year. Staff are presenting the 2018 Annual Report for public input and Council consideration.

Public Input:

- Derek Lewers, Sooke resident, provided feedback on the Annual Report and numerous suggestions for improvement, including:
 - Consistent formatting, population counts including First Nations', number of taxable properties, taxable properties by rate class, historical tax rates, average municipal tax per single family dwelling, tax revenues per rate class, top paying commercial and industrial taxes, new construction values, tax increases or decreases, annual department activity levels/service plans/accomplishments such as fire department call volume, dollar loss from fire, bylaw tickets issued/fines paid/warnings issued, median age, median income, rental homes vs. owned homes, kilometres of paved roads/sewer pipe, building infrastructure, strategic plan benchmarks, debt servicing percentages and Council voting records.

Council discussion:

- Thank you to staff for producing a professional report.
- Benchmarking and reporting on progress towards achieving municipal objectives could be better communicated. Recently implemented quarterly reporting will help to achieve this.

2019-327

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council approve the District of Sooke 2018 Annual Report.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

10. BYLAWS

10.1. Council Procedure Bylaw No. 728, 2019

Council discussion:

- After previous discussion regarding parental leave allowance, staff have advised that such direction is best captured in a stand-alone policy, rather than within the *Council Procedure Bylaw*.

2019-328

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council receive the staff report regarding the adoption of the Council Procedure Bylaw for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-329

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council adopt the bylaw cited as *Council Procedure Bylaw No. 728, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-330

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to draft a Parental Leave policy for elected officials in the District of Sooke.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

10.2. Sooke Core Sewer Specified Area Amendment Bylaw No. 737 (147-37), 2019 - 1747 Whiffin Spit Road

2019-331

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council adopt the bylaw cited as *Sooke Core Sewer Specified Area Amendment Bylaw No. 737 (147-37), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

11. REPORTS REQUIRING ACTION

11.1. West Coast Road Sidewalks

The Interim Chief Administrative Officer provided an overview of the written staff report seeking direction regarding design for sidewalks along West Coast Road.

Council discussion:

Minutes for the Regular Council Meeting of the District of Sooke - June 24, 2019

- Perceived discrepancy between most recent Council direction and options presented in staff report.
- Installation costs for EV conduit may increase post-construction.
- Challenges with bricks and paving stones that can separate over time creating a hazard for pedestrians, especially those using mobility aids.
- Possibility of art or decorative aspects imprinted in brushed concrete.
- Crosswalk will benefit clients of Sooke Options for Community Living Association (SOCLA) but flashers may be needed to ensure safety.
- Other locations along Sooke Road would also benefit from added flashers at crosswalks, including near the Shell station and at Sooke Elementary.

2019-332

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to proceed with Option 2 for the design of the Otter Point Rd. to Ed Macgregor Park Sidewalk project

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-333

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to liaise with the Ministry of Transportation and Infrastructure (MoTI) to finalize the selected design and put it to tender.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-334

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to explore funding opportunities for EV conduit and to request the Ministry of Transportation and Infrastructure revisit the installation of flashers at the pedestrian crosswalk as Council anticipates pedestrian activity to increase.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Mayor Maja Tait, and Councillor Al Beddows

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

11.2. Ed Macgregor Park Fencing

The Head of Parks and Environmental Services provided a PowerPoint presentation and overview of the written staff report requesting direction regarding fencing at Ed MacGregor Park.

Council discussion:

- Clarification regarding cost differences for each option.
- Cost savings possible with chain link fence but an amendment to the existing Development Permit would be required.
- Possibility of reusing existing cedar and replacing only the fence posts.
- Consultation with neighbours may provide further insight and inform decision making.

2019-335

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to explore options for replacing fence posts around Ed MacGregor Park Parking Lot and retain/reuse existing cedar fencing.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

2019-336

THAT Council direct staff to notify the neighbors bordering Ed Macgregor Park that as the fence fails it will be removed by staff and not replaced. Should the adjacent property owners wish to erect a replacement fence it must be on private property at their own cost.

2019-337

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council postpone consideration of resolution 2019-336 until such time as further neighbourhood consultation has been completed and a staff report has been presented.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

11.3. Japanese Knotweed on Sooke River

The Head of Parks and Environmental Services provided a PowerPoint presentation and overview of the written staff report regarding the appearance of Japanese Knotweed, a highly invasive plant, on the Sooke River.

Council discussion:

- Appreciate the proactive response to controlling the spread of Japanese Knotweed, especially in the environmentally sensitive Charters Creek area.
- Staff to initiate public education efforts.

2019-338

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MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council direct staff to continue working with stakeholders to control the spread of Japanese Knotweed on the Sooke River.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

11.4. Community Centre Task Force Terms of Reference

Council discussion:

- Previous Council direction to have Community Centre Committee Terms of Reference drafted for Council consideration.
- Two different themes are emerging - there is a need for increased space for community organizations and a need to move forward with specific plans for Lot A.
- Task force to be struck to make recommendations to Council in the fall of 2019 regarding the Northeast Quadrant of Lot A
- Youth engagement to take place regarding plans for Lot A.
- Previous Sooke Community Centre Advisory Committee recommendations to be considered in the fall after Lot A Task Force has been completed. A separate Community Centre Task force to be considered at that time.

2019-339

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council form a "*Northeast Quadrant Lot A Task Force*" to make recommendations to Council in the fall of 2019, with members appointed from the following organizations:

- Age Friendly Committee
- Sooke Seniors' Drop In Centre
- Sooke Region Community Health Network
- Sooke Lions' Club
- Other community organizations as determined by the Chair

AND THAT Councillor Jeff Bateman be appointed as chair of the taskforce;

AND THAT Council adopt the proposed Task Force Terms of Reference as amended.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

12. REPORTS FOR INFORMATION

12.1. 2018 Statement of Financial Information Report

2019-340

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council receive the report on the 2018 Statement of Financial Information (SOFI) report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

12.2. Monopole Art Installation

Council discussion:

- Possibility of adding art installation at the bottom of the pole.
- Further dialogue with Rogers Communication may be warranted.

2019-341

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council receive the report on Monopole Art Installation for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

13. NEW BUSINESS

There were no New Business items presented.

14. CORRESPONDENCE

14.1. ICLEI Livable Cities Forum

Council discussion:

- Implementing a system for cross-training and debriefing after attending such workshops would increase benefit to Council and staff members, without the added cost of registering multiple attendees.

2019-342

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the correspondence regarding the ICLEI Livable Cities Forum be received for information;
AND THAT Councillor Tony St-Pierre attend the ICLEI Livable Cities Forum as the chair of the Climate Change Action Committee with funding to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Mayor Maja Tait, and Councillor Al Beddows

Minutes for the Regular Council Meeting of the District of Sooke - June 24, 2019

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

14.2. UBCM Minister's Meeting Requests

Council discussion:

- Opportunity to request meetings at UBCM convention with provincial government Ministers and staff.
- Mayor Tait has received a request from one Councillor to arrange a meeting with Minister of Agriculture, Lana Popham.
- Further discussion to be brought forward to July 8 Regular Council meeting.

2019-343

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council receive the correspondence regarding 2019 UBCM Annual Convention Minister's meeting requests.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

14.3. Correspondence received June 8 - June 18, 2019

Council discussion:

- Knox Centre as possible nomination for Canadian Wood Council awards.
- Correspondence regarding Random Acts of Green to be forwarded to Climate Action Committee.
- Councillor Bateman to draft letter of support for Victoria Family Court Youth Justice Committee.

2019-344

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the correspondence received June 8 - June 19, 2019, be received and filed accordingly for the record.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

15. COUNCIL AND CAO VERBAL REPORTS

The Interim Chief Administrative Officer thanked Council and staff for their support during his tenure at the District of Sooke.

16. NOTICES OF MOTION

16.1. Notice of Motion from Councillor Tony St-Pierre:

- THAT Council participate in a co-application submitted by the CRD on behalf of its members to UBCM's Community Resiliency Investment Program (2020 intake) for the development of a regional vegetation management strategy.

Council discussion:

- To be considered at July 8, 2019 Regular Council meeting.

17. REPORT OF RELEASED IN-CAMERA RESOLUTIONS

17.1. Rise and Report from June 10, 2019 In-Camera Meeting

THAT Council appoint the following people to the Climate Change Action Committee as members:

- Adrienne Wass
- Andrew Moore
- Catherine Keogan
- Christina Schlattner
- Diane Bernard
- Eric Nolan
- Kyle Topelko
- Roland Alcock
- Susan Clarke

18. ADJOURNMENT

2019-345

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the June 24, 2019 Regular Council meeting be adjourned at 9:44 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
June 28, 2019 9:30 AM
Municipal Meeting Room
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Tony St-Pierre

STAFF PRESENT:

Don Schaffer, Interim CAO
Patti Rear, Deputy Corporate Officer

ABSENT: Councillor Brenda Parkinson

Councillor Ebony Logins
Councillor Megan McMath

1. CALL TO ORDER

(Quorum wasn't met until an hour after meeting scheduled time, due to unforeseen circumstances.)

Mayor Tait called the meeting to order at 10:30 a.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(l) of the *Community Charter* as it pertains to municipal objectives.

The Meeting was closed to the public at 10:31 a.m.

The Meeting was re-opened to the public at 12:03 p.m.

3. ADJOURNMENT

2019-346

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT the meeting be adjourned at 12:04 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Opposed: None

Absent: Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

Minutes for the Special Council Meeting of the District of Sooke - June 28, 2019

The meeting was adjourned at 12:05 p.m.

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
July 8, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Rob Howat, Director of Development Services
Ivy Campbell, Manager of Planning
Laura Hooper, Head of Parks and Environmental Services
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the meeting to order at 7:03

2. FIRST NATIONS RECOGNITION

Mayor Tait acknowledged the traditional territory of the T'Sou-ke Nation.

3. RECOGNITION OF COUNCILLOR BRENDA PARKINSON

Mayor Tait announced that on June 28, 2019 Councillor Brenda Parkinson passed away after a battle with cancer. Mayor Tait offered Council's deepest condolences to Councillor Parkinson's family and friends and spoke about the positive impact she had on the community.

A public memorial ceremony will be announced in the coming week.

4. PUBLIC AND STATUTORY HEARINGS

There were no scheduled Public or Statutory Hearings.

5. APPROVAL OF THE AGENDA

2019-346

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT the agenda for the July 8, 2019 Regular Meeting of Council, be adopted as

Minutes for the Regular Council Meeting of the District of Sooke - July 8, 2019

circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Mayor Tait announced:

- Welcome to new Chief Administrative Officer, Norm McInnis.
- Thank you to the organizers of Canada Day events.
- Upcoming 20th Anniversary event and Movie in the Park on August 17.
- Fire department has been very busy with high profile calls.
- Pacific Jamboree at Camp Barnard this week.
- Philharmonic Fling event July 7 dedicated to Councillor Parkinson.

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- June 24, 2019 Regular Council meeting

2019-347

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the minutes of the June 24, 2019 Regular meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

7. DELEGATIONS

7.1. CRD Foodlands Access Program

- Jeff Weightman

Jeff Weightman, Project Manager for the proposed Capital Regional District (CRD) Foodlands Access Program, provided an overview of the project history to date. The CRD adopted an Agricultural Strategy in 2016, subsequently prioritized access to land as the primary consideration, and engaged a consultant to look at land access practices across North America. The consultant's report recommended a land trust be established and the process of community engagement to determine regional interest is now underway.

Council discussion:

- Confirmation that hard costs are not available as factors such as land value and number of interested municipalities are unknown.
- Intention of program is to provide opportunities for new farmers. Mr. Weightman stated that a mix of new and established farmers may be considered to facilitate knowledge transfer.

Minutes for the Regular Council Meeting of the District of Sooke - July 8, 2019

- Initial cost of equipment and infrastructure.
- Clarification that intention is not to include housing on subject land.
- Suggestion that suitable park land might be considered for agricultural purposes. Council to suggest that CRD look at this option.
- Program Advisory Committee may be required as decision-making body.

2019-348

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council table discussion of the CRD Foodlands Access Trust until after Public Question and Comment Period.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

7.2. SAFARS

- Margarita Dominguez

Margarita Dominguez, representing SAFARS, provided Council with an overview of the organization's history and previous requests for municipal support. Ms. Dominguez spoke regarding a need for a local animal shelter, pet-friendly rental homes, a dog park, increased veterinary services, municipal animal control officers, and a Council committee to address animal issues.

Council discussion:

- Council is currently determining its strategic priorities and will consider the issues brought forward in their discussions.
- Clarification regarding proposed funding model for a local animal shelter. Ms. Dominguez provided examples of potential grant programs, and suggested volunteers would come forward.

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

Norm McInnis, Chief Administrative Officer, addressed Council and thanked them for the opportunity to serve the people of Sooke. Mr. McInnis stated that he looks forward to spending more time with Council and staff in the coming weeks.

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ellen Lewers, spoke regarding Item 6.1. *CRD Foodlands Access Program*, stating that she believes the program offers an unfair advantage to new farmers at the expense of established farms. Ms. Lewers would like to see regulations regarding residential vs. farm water rates changed, as well as other legislation that negatively impacts small farms.

- Marria Gauley, representing her son Patrick Gauley-Gale, spoke regarding Item 6.1. *CRD Foodlands Access Program*. Ms. Gauley encouraged Council to support the Foodlands Access Program and to incorporate food security into plans for developments and subdivisions. Ms. Gauley added that agricultural activities are a means of honouring our land and traditions, as well as preparing for emergencies and subsequent food shortages.
- Ellen Lewers, spoke for a second time regarding Item 6.1. *CRD Foodlands Access Program*. Ms. Lewers shared a recent experience with wildlife conservation officers that she believed to be punitive to farmers and spoke in support of increasing the number of community gardens.
- Mary Alice Johnson, spoke regarding Item 6.1. *CRD Foodlands Access Program* and encouraged Council to participate in regional action to address issues of food security and the rising costs of land that makes farming and food production an unattainable goal for many.

7.1. CRD Foodlands Access Program - Continued

Council discussion:

- Ideally, program would complement existing farms while also supporting new farmers.
- Consideration of farmland or food production land in lieu of parkland when developments proposed.
- Baptist Church and Grace Gardens project are increasing food production for the community rapidly each year. Investment in Sooke-specific projects may go further for local residents.
- Administrative structure proposed by the CRD Foodlands Access Program may provide foundation for planning and food security on a larger scale than small local program.
- Councillor St-Pierre seeking meeting with Agricultural Minister Lana Popham to discuss regulations that impede small farms.
- Option to support the program and its mandate and to observe its progress before committing funds.
- Offering support in principle will allow the CRD to include Sooke in its per capita cost calculations.

2019-349

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council direct staff to provide the following feedback to the Capital Regional District regarding the proposed Foodlands Access Program

- Support CRD operation of a foodlands trust
- Willing to participate in funding CRD operation of a foodlands trust in principle

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

10. REPORTS

10.1. Memorial Plaque Contribution Policy, CO-002

The Head of Parks and Environmental Services provided an overview of the written staff report to amend the *Memorial Plaque Contribution Policy*.

Council discussion:

- Clarification regarding costs to produce and install plaques, including administration.
- Option to renew bench sponsorship for one additional 10-year term allows for longevity of memorial while also creating opportunities for new sponsors.

2019-350

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council adopt the Memorial Plaque Contribution Policy, CO-002

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

10.2. Rescindment of Employee Moving Expenses Policy 7.9

The Corporate Officer provided an overview of the written staff report outlining a recent policy review that identified employee moving expenses as an administrative policy rather than a Council policy.

2019-351

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT Council rescind Policy 7.9 Moving Expenses.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11. BYLAWS

11.1. Sooke Core Sewer Specified Area Proposed Boundary Adjustment for 7150 Grant Road West

The Director of Development Services provided an overview of the written staff report and request for extension of the Sewer Specified Area to include 7150 Grant Road West.

Council discussion:

- Process for monitoring of septic systems.
- Proximity of Sewer Specified Area to property in question.

2019-352

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council receive the Petition for Local Area Service for the property located at 7150 Grant Road West (legally described as Lot 21, Section 20, Sooke District, Plan 36642)

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-353

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council introduce and give first, second and third reading to Bylaw No. 739, *Sooke Core Sewer Specified Amendment Bylaw (147-38)*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.2. Council Remuneration and Benefits Bylaw No. 740, 2019

The Director of Corporate Services provided an overview of the written staff report, recommending the introduction of a Council Remuneration and Benefits Bylaw to accompany recent Council direction amending Council's rate of pay.

2019-354

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council give First, Second, and Third Reading to *Council Remuneration and Benefits Bylaw No. 740, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

12. NEW BUSINESS

12.1. Notice of Motion from Councillor St-Pierre

- Presented at June 24, 2019 Regular Council meeting

Council discussion:

- CRD will assemble interested parties to put together grant proposal on behalf of entire region.
- Vegetation management as "Fire Smart" principle.
- Staff provided clarification that the District of Sooke and the Sooke Fire Department are active participants in the Fire Smart program and that additional funding and resources such as a regional strategy would be a benefit to the community.

2019-355

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council participate in a co-application submitted by the CRD on behalf of its members to UBCM's Community Resiliency Investment Program (2020 intake) for the development of a regional vegetation management strategy.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

13. CORRESPONDENCE REQUIRING ACTION

13.1. UBCM Minister's Meetings

Council discussion:

- Councillor St-Pierre to request meeting with Minister of Agriculture.
- Due to Sooke's proximity to Victoria, staff can also suggest meeting outside of the UBCM convention if it is mutually convenient.
- Additional requests can be discussed at July 15th Committee of the Whole meeting.

2019-356

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to seek the following UBCM Minister's Meeting:
- Minister of Agriculture, Lana Popham.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

14. COUNCIL VERBAL REPORTS

Mayor Tait reported:

- Upcoming Committee of the Whole meeting has Council Updates as agenda item.
- Mayor Tait will be submitting her nomination papers for President of UBCM in the upcoming term and is seeking two Council signatures. Councillor Logins and Councillor McMath agreed to serve as nominators.

15. ADJOURNMENT

2019-357

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT the July 8, 2019 Regular Council meeting be adjourned at 8:57 p.m.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - July 8, 2019

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
July 15, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council is meeting on the traditional territory of the T'Sou-ke Nation.

3. APPROVAL OF THE AGENDA

2019-358

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT the agenda for the July 15, 2019, Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

4. PUBLIC QUESTION AND COMMENT PERIOD

There were no public contributions.

5. REPORTS

5.1. Appointment of Election Officer - By-Election

The Corporate Officer provided an overview of the written report requesting the appointment of the Chief Elections Officer and Deputy Chief Election Officer, for the required by-election to fill a vacancy of an elected official who has passed away. The following was noted:

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- July 16, 2019 - Nomination packages available.
- August 13 -23, 2019 - Nomination period.
- August 23, 2019 - Declaration of Candidates, after 4:00 p.m.
- September 18 and 25, 2019 - Advanced Voting at Municipal Hall.
- September 28, 2019 - General Voting Day.

Council Discussion:

- Assure a news release is published on the website with all applicable details regarding the by-election.
- Current Council members can personally support a candidate but may not speak on behalf or represent the Council as a whole.

2019-359

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT Council appoint Carolyn Mushata, Corporate Officer as the Chief Election Officer, with power to appoint election officials as required for the administration and conduct of the 2019 Local Government By-Election, and Patti Rear, Deputy Corporate Officer as the Deputy Chief Election Officer for the 2019 Local Government By-Election pursuant to Section 54(4) of the *Local Government Act*; and

THAT Council receives the report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

6. NEW BUSINESS

No New Business items were presented.

7. ADJOURNMENT

2019-360

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

THAT the July 15, 2019 Special Council meeting be adjourned at 7:09 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Certified Correct:


Maja Tait
Mayor


Carolyn-Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
July 22, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Rob Howatt, Approving Officer (left at 8:00 pm)
Laura Hooper, Head of Parks & Environment (left at 8:20 pm)
Ivy Campbell, Manager of Planning
Tara Johnson, Planner II (left at 8:45 pm)
Teunesha Evereste, Planner II (left at 9:00 pm)
Nicholas Dieber, Planner I (left at 8:45 pm)
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Tony St-Pierre

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council is meeting on the traditional territory of the T'Sou-ke Nation.

3. APPROVAL OF THE AGENDA

Mayor Tait stated that Council was following a newly adopted *Council Procedure Bylaw* and reminded the public that they are only able to address Council regarding Bylaws after second reading, during the public hearing.

2019-361

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:

THAT the agenda for the July 22, 2019 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

4. PUBLIC AND STATUTORY HEARINGS

4.1. Development Variance Permit - 5201 Sooke Rd

The Planner I provided a PowerPoint presentation and overview of the proposed variance at 5201 Sooke Road, requesting authorization to allow for a small suite in the form of a manufactured home which is currently exceeding the permitted length by 40 centimeters.

Public Input:

- Ellen Lewers, Sooke resident, inquired whether the proposed Highway 14 realignment would affect this property.
- The Planner I stated that there were currently no issues identified in relation to the Highway 14 project.

2019-362

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:

THAT Council authorize the issuance of a Development Variance Permit to allow for an increase in the maximum permitted length of a small suite in the form of a manufactured home at 5201 Sooke Rd.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

5. ADOPTION OF MINUTES

Meeting Minutes of Council

2019-363

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:

THAT the minutes of the July 15, 2019 Special Council and Committee of the Whole meetings, be adopted as amended:

- Under Councillor Beddows Council Update, replace the words "the met" with "meet the".
- Under Councillor Bateman's Council Update, replace 3rd bullet with the following:
 - "Concerns related to the Supreme Court of BC's recent ruling that the City of Victoria's Checkout Bag Regulation Bylaw is invalid without approval from the BC Ministry of Environment and Climate Change Strategy, suggesting the District seek Ministry approval of our Checkout Bag Regulation Bylaw".

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer (CAO) provided an overview of organizational updates, highlighting the following:

- The Director of Engineering interviews have been completed and until the role is filled the CAO will act in the role.
- A reconfiguration of the District's organizational structure will be presented to Council in the fall.
- There will be a service level review completed by the Leadership team, which will assess current service levels and evaluate Council's expectations.
- An all-day staff meeting is being planned which will close the municipal hall for the day, Council and the public will be notified well in advance.

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Gail Hall, Sooke resident, spoke regarding Item No.10 in its entirety, advising that Council should create bylaws by directing staff to write a specific bylaw and provide the desired content.
 - The Corporate Officer stated that the role of staff is to develop and draft bylaws, in accordance with legislation, and the decision to approve is Council's authority.
- Margarita Dominguez, Sooke resident, spoke to Item No. 9.2. *Development Permit - 2201 Otter Point Road*, suggesting improvements should also include a dog park.
- Ellen Lewers, Sooke resident, spoke to the relationship between Item No. 9.3. *Community Washrooms at John Phillips Memorial Park* and Item No. 12.6. *Email from Cameron Nachtegaele*. As well, to Item No. 10.1. *Sooke Core Sewer Specified Area Amendment Bylaw No. 739 (147-38), 2019* with concerns regarding lot size allowances and to Item No. 12.2. *Concerned Citizens-Re: ViewPointe Cottages* suggesting the need for community gardens for subdivisions.
- Allan Dolan, Sooke resident, spoke to Item No. 12.2. *Concerned Citizens-Re: ViewPointe Cottages* with concerns that the *Official Community Plan (OCP)* does not identify the Winfield/Melrick area, the future location of ViewPointe Cottages, as an area for densification.
- Steve Miller, Sooke resident, spoke to Item No. 12.2. *Concerned Citizens-Re: ViewPointe Cottages* expressing concern with the density, parking, access, and esthetics of the ViewPointe plans.

Mayor Tait requested staff comment on the Development Permit process for the ViewPointe Cottages application.

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The Manager of Planning explained to Council that they provided the delegated authority for approving Development Permits where a variance is not required, to the Manager of Planning and this particular application does not require Council's review or approval. Staff has met with the concerned residents and provided detailed information regarding the process and plans for this development.

- Jack Julseth, the owner/ developer of ViewPointe Cottages, addressed concerns raised regarding Item No. 12.1. *Concerned Citizens-Re: ViewPointe Cottages*. Mr. Julseth provided Council with his background in creating affordable housing with local project examples and the desire to work within the existing bylaws.
- Leah Gronow, spoke to Item No. 12.1. *Concerned Citizens-Re: ViewPointe Cottages*, with concerns related to years of construction endured by residents, environmental impacts, fencing requirements, sound barriers, and privacy concerns.

The Chief Administrative Officer called a Point of Order, advising Council of Section 23(1) and (2) of the *Council Procedure Bylaw*, which allows two (2) minutes per speaker and allocates only ten (10) minutes for the Public Question and Comment Period, unless extended by an affirmative vote of Council.

2019-364

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:

THAT Council extend the Public Question and Comment period past the allowed ten (10) minute time period.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

- Hester Vare, spoke to Item No. 12.1. *Concerned Citizens-Re: ViewPointe Cottages*, regarding the dramatic change of the neighborhood character, concerns with stormwater management, the impacts of blasting and the increased density.

The Manager of Planning advised that the developer's proposed concept meets current zoning requirements and District bylaws, therefore will not require rezoning and will not be in front of Council for review.

8. CONSENT AGENDA

8.1. RCMP Monthly Report

- THAT Council received the RCMP Monthly Report for June 2019, for information.

8.2. Housing Needs Report & Child Care Needs Assessment - Engagement Summary

- THAT Council receive this report for information.

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8.3. Deputy Mayor Appointment

- THAT Council appoint Councillor Ebony Logins as the Deputy Mayor for September and October.

Consent Approval

2019-365

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT Items 8.1. through 8.3. be adopted by general consent.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

9. REPORTS

9.1. Payment in Lieu of Park Dedication - 6484 Golledge Avenue

The Approving Officer provided an overview of the written staff report seeking approval for payment in lieu of park dedication of the proposed subdivision located at 6484 Golledge Avenue.

Council Discussion:

- Clarification that the cash-in-lieu amount is fair and equitable in relation to current market values.

2019-366

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council direct staff to accept \$18,150.00 as payment in lieu of the required 5% park contribution attributable to the proposed subdivision of Lot 2, Block 2, Section 14, Sooke Land District, Plan VIP5855 (6484 Golledge Avenue) for application ENG03253.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

Rob Howat left the meeting at 8:00 p.m.

9.2. Development Permit - 2201 Otter Point Road (John Phillips Memorial Park)

The Head of Planning provided an overview of the written staff report requesting approval, through the issuance of a Development Permit, for the construction of a washroom facility and water fountain at 2201 Otter Point Road, located in John Phillips Memorial Park.

Council Discussion:

- Confirmation that the facilities will be gender-neutral and universally accessible.
- A news release should be published once fully completed and operating.

2019-367

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council issue Development Permit PLN01451 for the purposes of constructing municipal facilities at 2201 Otter Point Road.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

9.3. Community Washrooms at John Phillips Memorial Park

The Head of Parks and Environmental Services provided an overview of the written staff report requesting authorization to execute a General Services Agreement for the supply and installation of a washroom facility and water fountain in John Phillips Memorial Park.

Additionally, Council was informed that the original proposal included Whiffin Spit Park facilities, however, due to the need for a floodplain exemption these washroom facilities will be delayed until the fall and may include a request for additional funds.

2019-368

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council approve Ramida Enterprises as the successful proponent under the request for quotes for the supply and installation of septic vault and water fountain at John Phillips Memorial Park in the amount of \$20,809.43; and

THAT Council authorize the CAO and Mayor to enter into a General Services Agreement with Ramida Enterprises.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

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Laura Hooper left the meeting at 8:20 p.m.

10. BYLAWS

10.1. Sooke Core Sewer Specified Area Amendment Bylaw No. 739 (147-38), 2019 - 1750 Grant Road West

Adoption of a bylaw to include 7150 Grant Road West into the Sooke Core Sewer Specified Area.

2019-369

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT Council adopt the bylaw cited as *Sooke Core Sewer Specified Area Amendment Bylaw No. 739 (147-38), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

10.2. Official Community Plan Amendment Bylaw No. 742 (400-13) and Zoning Amendment Bylaw No. 741 (600-73) - Cannabis Production

The Planner I provided a PowerPoint presentation and overview of the written staff report providing recommendations to amend the *Official Community Plan* (OCP) to allow for a Temporary Use Permit to be applied for Cannabis Production-Micro facilities, as well as amend the *Sooke Zoning Bylaw* to create two new definitions; Cannabis Production-Micro and Cannabis Production-Standard.

Council Discussion:

- Differences between micro vs standard facilities.
- The barriers, obstacles and economic feasibility to obtain a license.
- Challenges with agricultural lands and federal government requirements.

2019-370

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT Council give First and Second reading to *Official Community Plan Amendment Bylaw No. 742 (400-13), 2019*, a bylaw to amend Bylaw No. 400, *Official Community Plan Bylaw, 2010* for the purpose of allowing Temporary Use Permits for "Cannabis Production - Micro" facilities and for updating Section 6.0 Part IV Temporary Use Permits generally.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

2019-371

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:

THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 741 (600-73), 2019*, a bylaw to amend Bylaw No. 600, *Sooke Zoning Bylaw, 2013* for the purpose of adding the definitions of "Cannabis Production - Micro" and "Cannabis Production - Standard", for excluding these uses from the definition of "Agriculture", for the regulation of these uses and for allowing Temporary Use Permits for "Cannabis Production - Micro" use.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

2019-372

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:

THAT a public hearing be scheduled for the *Official Community Plan Amendment Bylaw No. 742 (400-13), 2019* and *Zoning Amendment Bylaw No. 741 (600-73), 2019* in accordance with section 466 of the Local Government Act.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

10.3. Official Community Plan Amendment Bylaw No. 744 (400-14) and Zoning Amendment Bylaw No. 743 (600-744) -5490 Sooke Road

The Planner II provided a PowerPoint presentation, background details and an overview of the written staff report requesting changes to the *Official Community Plan* (OCP) by deleting the property located at 5490 Sooke Road from the Agriculture (AGR) designation and adding it to the "Gateway Residential (GR) designation on Map 1 and Map 1C. Along with an amendment to the *Sooke Zoning Bylaw* to change the property from Rural (RU2) to Neighborhood Commercial (C1) with site-specific text amendments.

Council Discussion:

- Confirmation that any future subdivision is not an option as the property is outside of the current Sewer Specified Area.
- Clarity around the site-specific uses.

2019-373

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council give First and Second reading to the bylaw cited as *Official Community Plan Amendment Bylaw No. 744 (400-14), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

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2019-374

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council give First and Second reading to the bylaw cited as *Zoning Bylaw Amendment No. 743 (600-74), 2019* to amend the zoning of 5490 Sooke Road from Rural (RU2) to Neighborhood Commercial (C1).

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

2019-375

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT a Public Hearing be scheduled for the *Official Community Plan Amendment Bylaw No. 744 (400-14), 2019* and *Zoning Bylaw Amendment No. 743 (600-74), 2019* in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

Tara Johnson and Nicholas Diebler left the meeting at 8:45 p.m.

10.4. Zoning Amendment Bylaw No. 738 (600-72), 2019 - 2365 Church Road

The Planner II provided a PowerPoint presentation and overview of the written staff report to amend the zoning at 2365 Church Road to permit a Community Care Facility for approximately 40 children, requiring a zoning amendment from Large Lot Residential (R1) to Community Facilities (P2).

Council Discussion:

- Confirmation that the property is within the Sewer Specified Area and connected to municipal sewer infrastructure.

Mayor Tait invited the applicant to address Council.

Maddy Mhanna, representative for the applicant, advised that the facility would be split into two (2) sections: infant toddler and preschool, all of which requires approval from Vancouver Island Health Authority (VIHA).

2019-376

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT Council give First and Second reading to the bylaw cited as *Zoning Amendment Bylaw No. 738 (600-72), 2019* to amend the zoning of 2365 Church Road from Large Lot Residential (R1) to Community Facilities (P2).

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

2019-377

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 738 (600-72), 2019* in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

10.5. Zoning Amendment Bylaw No. 747 (600-75), 2019 - 2020 Kaltasin Road

The Manager of Planning provided a PowerPoint presentation and an overview of the written staff report to amend the zoning at 2020 Kaltasin Road to convert an existing single-family dwelling into a Community Care Facility, requiring a zoning amendment from Rural Residential (RU4) to Community Facilities (P2).

Council Discussion:

- The Vancouver Island Health Authority (VIHA) provides the requirements for licensing.
- Through the referral process, the Ministry of Transportation and Infrastructure (MOTI) initiated the requirement for a traffic impact assessment.

2019-378

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:

THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 747 (600-75), 2019* to amend the zoning of 2020 Kaltasin Road from Rural Residential (RU4) to Community Facilities (P2).

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

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2019-379

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 747 (600-75)*, 2019 in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

2019-380

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT prior to adoption of *Zoning Amendment Bylaw No. 747 (600-75)*, 2019 the Owner be required to:

- Provide a 4-meter wide Right of Way dedication along the frontage of 2020 Kaltasin Road; and
- Provide cash in lieu for the provision of a three-meter wide multi-use trail along the frontage of 2020 Kaltasin Road.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

Teunesha Evertse left the meeting at 9:00 p.m.

11. NEW BUSINESS

11.1. Notice of Motion - Mayor Tait

Mayor Tait requested Council waive the notice of motion requirement and discuss the item at the current meeting.

2019-381

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT notice be waived for Item No. 11.1. *Notice of Motion-Mayor Tait*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

Council Discussion:

- Desire to honor Councillor Parkinson while respecting of her wishes and those of her family, to not hold a large commemorative ceremony.
- Desire for a permanent legacy project to recognize Councillor Parkinson's contributions and passion for her community.

2019-382

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:

THAT Council direct staff to prepare a report:

- Identifying options for a project(s) to be dedicated in memory of Councillor Brenda Parkinson;
- Providing cost estimates for the various options including a memorial plaque

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

2019-383

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:

THAT Council direct staff to organize a memorial tree planting ceremony in memory of Councillor Brenda Parkinson in John Phillips Memorial Park on August 6, 2019.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

12. CORRESPONDENCE

12.1. Message from Selina Robinson - Municipal Affairs and Housing

2019-384

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:

THAT Item No. 12.1. *Message for Selina Robinson-Municipal Affairs and Housing* be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

12.2. Concerned Citizens - Re: ViewPointe Cottages

2019-385

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Item No. 12.2. *Concerned Citizens-Re: ViewPointe Cottages* be received for information

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

12.3. City of Richmond request for UCBM resolution support - Recovering Costs for Local Climate Change Impacts

2019-386

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Item No. 12.3. *City of Richmond request for UCBM resolution support-Recovering Costs for Local Climate Change Impacts* be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

12.4. City of Richmond request for UCBM resolution support - Conflict of Interest Complaint Mechanism

2019-387

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Item No. 12.4. *City of Richmond request for UCBM resolution support-Conflict of Interest Complaint Mechanism* be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

12.5. Natural Trail Society - Letter of Support Request

2019-388

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Item No. 12.5. *Natural Trail Society-Letter of Support Request* be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

12.6. Email from Cameron Nachtegaele - Timberwolf Toilets

2019-389

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Item No. 12.6. *Email from Cameron Nachtegaele-Timberwolf Toilets* be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

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12.7. Provincial Support for Libraries

2019-390

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Item No. 12.7. *Provincial Support for Libraries* be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

13. COUNCIL VERBAL REPORTS

There were no Council members provided reports.

14. ADJOURNMENT

2019-391

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT the July 22, 2019, Regular meeting of Council be adjourned at 9:15 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
September 9, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Kenn Mount, Director of Community Safety (arrived 8:45 pm, left at 10:28 p.m.)
Raechel Gray, Acting Director of Finance
Ivy Campbell, Head of Planning (left at 8:45 p.m.)
Laura Hooper, Head of Parks & Environmental Services (left at 9:55 p.m.)
Brian Derrick, Engineering Technologist (left at 9:55 p.m.)
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-392

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

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 relations and land.

CARRIED UNANIMOUSLY.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the Open Portion of the September 9, 2019 Regular Council meeting to order at 7:00 p.m.

4. FIRST NATIONS RECOGNITION

Mayor Tait acknowledged the traditional territory of the T'Sou-ke Nation.

5. APPROVAL OF THE AGENDA

2019-393

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT the agenda for the September 9, 2019 Regular Meeting of Council, be adopted with the following amendment:

- Item 12.1 - Bylaw No. 736, *Zoning Amendment Bylaw (600-71)* - 1939 Maple Avenue to immediately follow item 10.1 - Consent Agenda

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

6. PUBLIC AND STATUTORY HEARINGS

Mayor Tait read a written statement advising that any person who believes that their interest in the properties are affected by the proposed bylaws would be given a reasonable opportunity to be heard or have their written submission presented at the Public Hearings.

Mayor Tait called the Public Hearings to order at 7:08 p.m.

6.1. Zoning Amendment Bylaw No. 747 (600-75), 2019 - 2020 Kaltasin Road

The Corporate Officer confirmed that no additional written correspondence was received regarding the application for rezoning at 2020 Kaltasin Road.

The Manager of Planning provided a PowerPoint presentation and overview of the application to rezone 2020 Kaltasin Road from Rural Residential (RU4) to Community Facilities (P2), with the intent of converting the existing single-family dwelling to a Community Care (daycare) facility for 16 children.

Council discussion:

- Clarification regarding types of permeable surfaces that are permitted for parking areas.
- "Licensing" refers to Island Health childcare licenses required to operate a childcare facility.

Public Submissions:

- Ellen Lewers, Sooke resident, inquired as to why a traffic impact assessment was required, why paving the parking lot was recommended, why a residence and a daycare cannot be located on the same lot, and why additional sidewalk contributions were required. Ms. Lewers stated her support for the proposed daycare but cautioned that unnecessary requirements may dissuade business development.
- Jay Ryan suggested that paving requirements for parking lots should apply to all businesses equally as a requirement of rezoning.
- Staff provided clarification that rezoning requirements apply equally to all applications, in accordance with all municipal plans and policies.

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Mayor Tait called a second and third time for submissions to the Public Hearing for *Zoning Amendment Bylaw No. 747 (600-75), 2019*.

Council discussion:

- Council can bring up suggested changes to allowable, permeable surfaces as a future notice of motion.

2019-394

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council grant third reading to *Zoning Amendment Bylaw No. 747 (600-75), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

6.2. Zoning Amendment Bylaw No. 743 (600-74), 2019 & Official Community Plan Amendment Bylaw No. 744 (400-14), 2019 - 5490 Sooke Road

The Corporate Officer informed Council that the Ministry of Transportation and Infrastructure has approved the proposed bylaw amendments and therefore, both bylaws can be adopted by Council at this time, should it be supported. The Corporate Officer further noted that two pieces of public correspondence had been received, one of which was provided in a Supplemental Agenda, and the second of which was provided on table.

The Manager of Planning provided a PowerPoint presentation and overview of the application to rezone 5490 Sooke Road from Rural (RU2) to Neighbourhood Commercial (C1) to allow veterinary clinic as a Primary Use, as well as amending the land use designation in the *Official Community Plan* from Agriculture to Gateway Residential.

Public Submissions:

- Kerrie Reay spoke in support of the proposed bylaw amendments and stated that the applicant is an exemplary corporate citizen, listing examples of Dr. Booth's community involvement and proactive business practices. Ms. Reay further stated that she believes the applicant should not be required to pay fees associated with her rezoning application, as the District changed her zoning without her knowledge in 2006.
- Ellen Lewers encouraged Council to waive fees associated with rezoning 5490 Sooke Road, as the applicant's zoning was changed by the District without her knowledge.
- Gail Nash spoke in support of the Sooke Veterinary Clinic and noted that as a long-time resident of the neighbourhood, she has always found the business to be respectful and rule-abiding. Ms. Nash echoed previous speaker's comments that the applicant should not have to pay for what she believes is a bureaucratic mistake.
- Derek Lewers inquired as to the zoning history of the subject property and how a land owner can have their zoning changed without their knowledge. Mr. Lewers stated that he does not believe the applicant should have to pay the

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rezoning fees and further inquired as to the notification process that would have been followed at the time the zoning was changed in 2006.

- Staff clarified that the change in 2006 was that "veterinary clinic" was no longer listed as a permissible use in the existing zone. Staff stated that had rezoning occurred, the legislation at that time would have been followed including notification requirements.
- Ellen Lewers further inquired as to the notification process that was followed in 2006. Mayor Tait stated that information was not currently available.

Mayor Tait called a second and third time for submissions to the Public Hearing for *Zoning Amendment Bylaw No. 743 (600-74), 2019* & *Official Community Plan Amendment Bylaw No. 744 (400-14), 2019*.

Hearing none, the Public Hearing was closed at 7:46 p.m.

Council discussion:

- Current legislation dictates the process that was followed by staff in the present situation.
- Mistakes may have been made in the past, but current process is presented for consideration.
- Further investigation required before Council to consider refunding fees paid.

2019-395

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council grant third reading to *Official Community Plan Amendment Bylaw No. 744 (400-14), 2019*

CARRIED UNANIMOUSLY

In Favour: Councillor Ebony Logins, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Megan McMath

2019-396

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
THAT Council adopt *Official Community Plan Amendment Bylaw No. 744 (400-14), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-397

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council grant third reading to *Zoning Amendment Bylaw No. 743 (600-74), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-398

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

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THAT Council adopt *Zoning Amendment Bylaw No. 743 (600-74)*, 2019

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-399

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council direct staff to write a report on the history of the change in zoning and implications of refunding rezoning fees for 5490 Sooke Road.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

6.3. Development Variance Permit and Liquor License Amendment - 6858 West Coast Road

The Corporate Officer noted that Council received public correspondence regarding the proposed variance, which was provided on table.

The Manager of Planning provided a PowerPoint presentation and overview of the application for a Development Variance Permit to construct a seasonal, outdoor patio at Buffy's Pub.

Council discussion:

- Clarification that 31 parking spaces are required for the pub and liquor store combined.
- Possibility of using gravel area to the rear of the pub as additional parking.

Council invited the applicant to speak:

Jay Ryan, owner of Buffy's Pub and Liquor Store, addressed Council and spoke regarding:

- Shuttle service available on Friday and Saturday nights reduces the number of vehicles requiring parking.
- Complaints from neighbouring property regarding dust, yet neighbour generates equal dust and noise.
- Desire to leave the area to the rear of the pub unpaved.

Council discussion:

- Application is to increase square footage by adding a patio area without increasing the permitted occupancy.
- Clarification regarding proposed patio operations. Mr. Ryan confirmed the patio area will close at 10:00 p.m., will not have its own sound system, and will have a video camera installed.
- Regulations regarding smoking and vaping will apply to patio area.

Public Input:

- Ellen Lewers spoke regarding the potential for noise transfer to neighbouring properties and suggested the patio be moved to the front of the property, with parking added to the rear.
- Les Haddad, Sooke resident, stated that noise levels can be a concern in the late evening and sought clarification that the patio would be closed at 10:00 p.m.
- Bob Wormsley, spoke in support of the application, stating that the establishment is well-run, and that parking is sufficient.
- Shauna Holm, adjacent property owner, stated that she provided written correspondence outlining her concerns regarding dust, noise and parking. Ms. Holm encouraged Council to require an 8-foot boarded fence as a condition of the variance, in order to better protect her property from the proposed patio.

Council discussion:

- Noise seems to have been considered and an increase is not anticipated as the patio will close at 10:00 p.m.
- No community concerns noted by liquor licensing, nor noise complaints since 2012.
- Most objections are related to the rear parking lot, but it is not part of the application.

2019-400

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council issue Development Variance Permit PLN01460 to vary section 4.8 of Bylaw No. 600 *Sooke Zoning Bylaw*, 2013 to reduce the required parking spaces from 38 spaces to 31 spaces for the purposes of accommodating a 642 ft² outdoor seasonal patio proposed to be located on the easterly side of Buffy's Pub with two conditions:

- a) the maximum occupancy load for the pub does not increase past 121 people, and
- b) the parking space lines within the parking lot must be repainted.

CARRIED UNANIMOUSLY

In Favour: Councillor Ebony Logins, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Megan McMath

2019-401

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council receive the staff report for the Liquor License change to 6858 West Coast Road (Buffy's Pub) to add a seasonal outdoor patio; AND

THAT COUNCIL resolve to "Opt out" of providing comment to the Liquor Control and Licensing Board.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

6.4. Development Permit with Variance - 1515 Whiffin Spit Road

The Manager of Planning & the Head of Parks and Environmental Services provided a PowerPoint presentation and overview of the Development Permit with Variance to construct community washroom facilities at 1515 Whiffin Spit Road.

Council discussion:

- Clarification that the location of the water fountain has yet to be determined but the design will include a dog dish and a water bottle filling station.
- Staff confirmation that invasive species vegetation around the washroom will be removed, and the tree canopy will be raised.
- Implications of flood plain and high-water table in the area on the toilet vault. Considerations have been made and regular maintenance will occur.

Public Input:

- Mick Rhodes spoke regarding concerns of the immediate neighbours, who were unable to attend. Mr. Rhodes stated that while they were generally supportive, more proactive consultation should have been conducted.

Council discussion:

- Pending unforeseen circumstances, the anticipated opening date is in as little as one month.

2019-402

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

WHEREAS Ryzuk Geotechnical Report has provided a report and a certification under s. 524 (7) of the *Local Government Act* stating that the land at 1515 Whiffin Spit Road may be safely used if the washroom building on the land is constructed within 12.8 meters of the Floodplain Setback instead of the 15 meters required by *Flood Regulation Bylaw No. 561, 2013* and *Sooke Zoning Bylaw, 2013*.

THAT Council exempts the owners of 1515 Whiffin Spit Road from s. 524 (6) of the *Local Government Act* and S. 6.2 of *Flood Regulation Bylaw* for the purpose of constructing a washroom building within the described Floodplain Setback of 12.8 meters per the Ryzuk Geotechnical Report dated August 26, 2019; AND

THAT Council issue Development Variance Permit PLN01452 to vary s. 3.22 and s. 601.7 of *Sooke Zoning Bylaw, 2013* for the purpose of constructing a washroom building within 12.8 meters instead of the required 15 meter setback of the high water mark per the Ryzuk Geotechnical Report dated August 26, 2019 and within 2 meters and 3 meters, respectively, for the required 6 meter side lot line setbacks, AND;

THAT Council issue Development Permit PLN01452 for the purposes of constructing municipal facilities at 1515 Whiffin Spit Road.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

7. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- June 28, 2019 Special Council meeting
- July 8, 2019 Regular Council meeting
- July 22, 2019 Regular Council meeting

2019-403

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT the minutes of the June 28, 2019 Special meeting of Council, be adopted as circulated.

THAT the minutes of the July 8, 2019 Regular meeting of Council, be adopted as amended.

THAT the minutes of the July 22, 2019 Regular meeting of Council, be adopted as amended.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer reported the following:

- Several vacant staff positions have been filled, including Records Management Clerk, Chief Building Official, and Interim Director of Development Services.
- Staff meeting on August 28 was a success. Thank you to Council for allowing all staff to attend.

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Loretta Deutscher expressed her appreciation to the Fire Department and RCMP for their response to a recent motor vehicle accident in which she was a patient.
- Sinclair Philip inquired as to why Council was being asked to transfer \$88,000 from the "Electric Vehicle Charging Station" project budget when Council had recently declared a climate emergency. Mayor Tait provided clarification that the District will apply for grant funding in 2020 to help offset costs of EV Charging Stations.

10. CONSENT AGENDA

10.1. Committee of the Whole Recommendation - July 15, 2019

- THAT Council direct staff to draft a letter to update the Ministry of Transportation and Infrastructure regarding the resolution from the JDF Water Distribution Commission, at the July 2, 2019, Meeting requesting a response;

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AND THAT the Ministry of Transportation and Infrastructure be invited to a Regular Council meeting to present and update on the progress of the Highway 14 project.

2019-404

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Item 10.1 be adopted by general consent.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11. REPORTS

11.1. 2076 Otter Point Road

- Opportunity for owner to be heard in accordance with Section 4 of the *Unsightly Premises and Objectionable Situations Bylaw*
- The owner of 2076 Otter Point Road did not attend the meeting.

11.2. Consideration of Remedial Action - 2076 Otter Point Rd

The Senior Bylaw Enforcement Officer provided a written overview of the staff report, presenting two options for Council consideration regarding possible remedial action at 2076 Otter Point Road.

Council discussion:

- Should Council determine that remedial action is the preferred course of action, the property owner will have another chance to appeal.
- Notification requirements would be in accordance with the *Community Charter*.
- Clarification regarding process of demolition and cost recovery measures.
- Environmental reclamation will take place as appropriate.

2019-405

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

WHEREAS Division 12 of Part 3 of the *Community Charter* (the "*Charter*") authorizes Council to impose a remedial action requirement on the owner of a building including a requirement on the owner of a building including a requirement to remove or demolish the building where: 1) Council considers that the building is in or creates an unsafe condition; 2) Council considers that the building contravenes the Provincial building regulations or a City bylaw under s. 8(3)(l) (buildings and other structures); and/or 3) Council declares the building is a nuisance;

AND WHEREAS Denwood Holdings Ltd., Inc. No. 0725888 (Dennis WOODWARD) is the registered owner (the "Owner") of the property located at 2076 Otter Point Rd, Sooke, BC and legally described as: PID: 005-983-886 Lot 1, Section 3, Sooke District, Plan 5692, Except Part in Plan VIP86005 (the "Property") and a building located on the Property (the "Building")

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THAT COUNCIL consider the building at 2076 Otter Point Rd, is in a hazardous condition, within the meaning of Section 73(2)(b) of the *Charter*, as a result of contraventions of the BC Fire Code, the District of Sooke's Bylaw No. 296, Unsightly Premises and Objectionable Situations Bylaw, 2007, and the District of Sooke's Policy 9.4, Unsightly Premises and Other Objectionable Situations Policy, 2007.

THAT COUNCIL considers that the Building is in and creates an unsafe condition, within the meaning of Section 73(2)(a) of the *Charter*, as a result of the Building being unoccupied for several years, it has deteriorated, and being easily accessible and the Building contravening the British Columbia Building Code, the British Columbia Plumbing Code, and the British Columbia Fire Code.

THAT COUNCIL declare that the Building is a nuisance, within the meaning of Section 74(2) of the *Charter*, as Council considers the Building to be so dilapidated and unclean as to be offensive and pose a risk to the community.

THAT COUNCIL hereby requires pursuant to its remedial action powers under Part 3, Division 12 of the *Charter* that the Owner undertake the following:

- demolish and remove the Building, including the foundation, no later than thirty (30) days after notice of this remedial action requirement under s. 77 of the *Charter* has been sent by the District to the Owner;
- erect a strongly constructed fence of a maximum height of 2.5 meters tall around the area where the Building was formerly located until the hole created by the removal of the Building, and foundation, is filled in and levelled no later than thirty (30) days after notice of this remedial action requirement under s. 77 of the *Charter* has been sent by the District to the Owner; and
- Ensure Protection of the Public in relation to any hole created by the removal of the Building, as per the *BC Building Code* S. 8.1.2.2, no later than thirty (30) days after notice of this remedial action requirement under s. 77 of the *Charter* has been sent by the District to the Owner

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.3. Whiffin Spit Community Washroom

The Head of Parks and Environmental Services presented an overview of the written staff report.

Council Discussion:

- Staff have applied for grant funding for EV Charging stations, but the award won't be announced until 2020. A condition of the grant is that work cannot be completed prior to funding announcements, so project planning has been placed on hold.
- Budget for community washrooms was originally \$21,000 but geotechnical and archeological concerns, as well as the addition of water fountains, have resulted in overages.

2019-406

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council approve Ramida Enterprises as the successful proponent under the request for quotes for the supply and installation of septic vault and water fountain at Whiffin Spit Park in the amount of \$21,042; and

THAT Council authorize the CAO and Mayor to enter into a General Services Agreement with Ramida Enterprises; and

THAT Council authorize the transfer of \$45,000 from the 2019 EV Charger Capital Budget.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.4. Whiffin Spit Memorial Area

The Head of Parks and Environmental Services presented an overview of the written staff report, outlining a proposed design for the Whiffin Spit Memorial Area.

Council discussion:

- Original location has been changed by 100 meters. Staff clarification that new location will allow for safe pedestrian access around the structure, while avoiding areas more prone to washing out from high wave action.
- Design was proposed by Sooke Program of the Arts (SPA) Committee, based on an idea that Councillor Parkinson brought back from Halifax.
- Subjectivity of art pieces, not everyone is going to like a design.
- Confirmation that the structure is engineered to withstand weather and children climbing on it.
- Whiffin Spit Park slated for planning process and review, including First Nations consultation. Initial discussions include possibility of reverting back to a series of islands. Confirmation that structure could be moved, but that the natural break area is further along the spit.

Council invited Lorraine Pawlivsky-Love to speak on behalf of the SPA Committee:

- Ms. Pawlivsky-Love stated that the proposed structure does resemble the committee's recommendation, but that a key feature was that people would be able to look through the opening in the rock. The smaller rocks in the front of the proposed structure prohibit this.

Council discussion:

- Staff to look at reworking the design to either remove the front rocks entirely, allowing for a viewpoint through the opening, or to place a horizontal rock in the front that will serve as a step/bench.

2019-407

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

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THAT Council postpone consideration of Item 11.4 Whiffin Spit Memorial area and direct staff to work with the proponent on design alternatives.

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Megan McMath

11.5. DeMamiel Creek (Little River) Connector Trail and Sidewalk Project

The Head of Parks and Environmental Services presented an overview of the written staff report, providing an overview of the first phase of the Little River Connector Trail. Subsequent phases will come forward to Council in 2020, however as a stand alone project the first phase still provides benefit in that it increases pedestrian safety in the area of Journey Middle School and Ecole Poirier Elementary School.

Council discussion:

- Transfer of funds from EV Charger budget is being put to active travel, not sedentary travel. Planning for EV charging stations will take place once possible grant funding is confirmed.
- Possibility of working with schools to create interesting crosswalk design.
- Clarification regarding how fund transfers are tracked by Financial Services staff.

2019-408

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman: THAT Council authorize staff to post tender documents for the construction of the DeMamiel Creek (Little River) Connector Trail and Sidewalk Project,

AND THAT Council authorize a 2019 capital budget transfer of \$30,000 from the EV Chargers budget to the DeMamiel Creek Connector budget.

AND THAT Council allocate \$13,555 from Gas Tax funds to the DeMamiel Creek Connector budget.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.6. Development Cost Charges Bylaw Update

The Engineering Technologist presented an overview of the written staff report, recommending a consulting agreement with Urban Systems to conduct a Development Cost Charges Bylaw update.

2019-409

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath: THAT COUNCIL authorize staff to direct award a consulting agreement to Urban Systems Ltd. for the Development Cost Charges Bylaw Update for \$34,500.

CARRIED UNANIMOUSLY

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In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.7. 2019-2024 Highway Maintenance Contract Award

The Engineering Technologist presented an overview of the written staff report, recommending Victoria Contracting as the successful proponent for the 2019 - 2024 Highway Maintenance contract. Three bids were received in response to a six-week Request for Proposals. Staff is recommending the low bidder, a local contractor with the resources to complete the work required.

Council discussion:

- Clarification that SPR Traffic Services is a subsidiary of Mainroad Contracting, the previous contract holder.
- Impact on local workers previously employed by Mainroad Contracting.
- Value of contract fits within the budget allocated for highway maintenance.

2019-410

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre: THAT COUNCIL authorize staff to award the tender for the 2019-2024 Highway Maintenance Contract to Victoria Contracting and Municipal Maintenance Corporation in the amount of \$342,016 +GST for the first year.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.8. Tender Award for Wastewater Plant Centrifuge

The Chief Administrative Officer presented an overview of the written staff report recommending Alfa Laval Inc. as the successful proponent for the Wastewater Plant Centrifuge tender.

Council discussion:

- Wastewater plant centrifuge is essential equipment that needs to be replaced.
- Congratulations to staff on recent federal inspection at wastewater plant.
- Clarification that stormwater seepage issues were addressed with proponents through Stantec as consulting engineers, and that existing centrifuge will remain on site for redundancy.

2019-411

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre: THAT Council award the 2019 Supply and Delivery of Dewatering Equipment for the District of Sooke Waste Water Plant to Alfa Laval Inc. in the amount of \$442,704.00 (excluding GST) to be funded through the Wastewater Development Cost Charge Reserve Fund, and direct the Mayor and CAO to execute the required contract documents, and

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THAT Council accept the draft Operating Plan for Sooke Wastewater Treatment Plant as information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.9. Northeast Quadrant Lot A Task Force Recommendation

Council discussion:

- Northeast Quadrant Lot A (NEQLA) taskforce has met 5 times since July 11, 2019, with Councillor Bateman as the Chair.
- After reviewing background material, the taskforce has 4 options for Council consideration. Several options include housing components.
- Housing Needs Assessment is not anticipated until late October. The Affordable Housing Committee is currently on hold pending the results of the needs assessment. Future housing-related conversations can be directed to the Affordable Housing Committee.

2019-412

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the Northeast Quadrant Lot A Task Force be invited to present their recommendations to an upcoming Committee of the Whole meeting.

CARRIED.

In Favour: Councillor Megan McMath, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Ebony Logins

Opposed: Councillor Al Beddows

11.10. Climate Change Action Committee Recommendation - Workshop Funding Request

Councillor St-Pierre provided an overview of the request from the Climate Change Action Committee for workshop funding, with the intention of creating a committee work plan.

Council discussion:

- Clarification regarding purchasing procedures and requirements to solicit quotes.
- Intention of workshop includes team building
- Other committees may benefit from similar workshops.
- Budget for committees to be considered in upcoming Financial Plan.

2019-413

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council approve a workshop for the Climate Change Action Committee members for the purposes of developing a workplan; AND

THAT funding be allocated from *Council Contingency* in an amount not to exceed \$1,500.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.11. Climate Change Action Committee Recommendations - ICLEI Partners for Climate Protection Program

2019-414

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council join the Federation of Canadian Municipalities (FCM) as a "Partner for Climate Protection" (PCP); and

THAT the District signatories execute the PCP agreement.

WHEREAS The Federation of Canadian Municipalities (FCM) and ICLEI—Local Governments for Sustainability (ICLEI Canada) have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 350 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

BE IT RESOLVED that the municipality of the District of Sooke review the guidelines on PCP Member Benefits and Responsibilities and then communicate to FCM and ICLEI Canada its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the municipality of the District of Sooke appoint the following:

a) Corporate staff person: Laura Hooper
Head of Parks & Environmental Services
250-642-1634
parks@sooke.ca

b) Elected official: Tony St-Pierre
Councillor, District of Sooke
250-642-1634
corp@sooke.ca

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to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.12. Rotary Sponsorship

2019-415

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council provide sponsorship to the Sooke Rotary Club hockey tournament in the amount of \$100, and the Sooke Rotary Club golf tournament in the amount of \$100, with funds to come from the Sponsorship Budget

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

12. BYLAWS

12.1. Bylaw No. 736, Zoning Amendment Bylaw (600-71), 2019 - 1939 Maple Avenue

2019-416

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council adopt *Zoning Amendment Bylaw No. 736 (600-71), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

12.2. Bylaw No. 746, Fees Amendment Bylaw (488-04) - Memorial Plaque Contribution

The Corporate Officer presented an overview of the written staff report, recommending amendments to the *Fees Bylaw* that incorporate Memorial Plaques and Structures.

2019-417

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council grant First, Second, and Third Reading to *Fees Amendment Bylaw No. 746 (488-04), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-418

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council approve amending the word "sculpture" to "structure" in the *Memorial Plaque Contribution Policy, CO-002*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

13. NEW BUSINESS

There were no New Business items presented.

14. CORRESPONDENCE

14.1. Correspondence - MIABC Voting Delegate

2019-419

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council appoint the following as MIABC Voting Delegates

- Councillor Jeff Bateman

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.2. Correspondence - Scouts Canada Apple Day

2019-420

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council receive the correspondence regarding Scouts Canada Apple Day for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.3. Correspondence - Connie Road repairs

Council discussion:

- Recent road condition assessment completed as a part of the Five-Year Road Improvement Plan. Majority of prioritised roads are in the core of Sooke with higher traffic volume.
- Work completed on Connie Road since 2017 staff report.

2019-421

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Councillor Bateman respond to the letter writer on behalf of Council;
AND THAT staff respond to the letter writer with feedback on Connie Road.

CARRIED UNANIMOUSLY

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In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.4. Correspondence - Victoria Family Court & Youth Justice Committee

Council discussion:

- The CRD Finance and Governance Committee is undertaking a review of the Victoria Family Court & Youth Justice Committee. Letter is presented for information purposes.

2019-422

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence regarding the Victoria Family Court & Youth Justice Committee for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.5. Correspondence - Request for signatures on Joint Mayor's letter in support of ridesharing

2019-423

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council receive the correspondence requesting signatures on a joint Mayor's letter in support of ridesharing, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.6. Correspondence - Phillips Road repairs

Council discussion:

- Interim Director of Development Services has been made aware of the correspondence and will contact the letter writer.

2019-424

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council receive the correspondence regarding Phillips Road repairs or information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.7. Correspondence - Winfield Drive petition

Council discussion:

- Bollards installed on Brailsford during development of ViewPointe Estates.

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- Further information to be brought forward in a staff report.
- Councillor Logins stated that while she lives in the area, she does not feel she is in conflict to vote to bring a staff report forward but may choose to recuse herself from future discussions.

2019-425

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT Council direct staff to bring forward previous resolutions regarding the installation and removal of bollards on Brailsford Road, and to provide information on construction traffic flow in the area.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.8. Correspondence - RCMP Monthly Report July 2019

2019-426

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:

THAT Council receive the RCMP Monthly Report for July 2019, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.9. Correspondence - Ombudsperson Report

2019-427

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council receive the Ombudsperson report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.10. Correspondence - UBCM Green Communities

2019-428

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council receive the correspondence regarding UBCM Green Communities for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.11. Correspondence - Wadams Way Development

Council discussion:

- Public Input for this development will be sought at a future date. Staff will incorporate this correspondence at that time.

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2019-429

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council receive the correspondence regarding Wadams Way development for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.12. Correspondence - School District #62 and Transit Service

2019-430

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence regarding School District #62 and Transit Service, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.13. Correspondence - UBCM Official Opposition meetings

Council discussion:

- Mayor Tait recently met with Todd Stone, Official Opposition Critic.

2019-431

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence regarding opportunities for meeting with the Official Opposition, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14.14. Correspondence - Cell Towers

2019-432

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence regarding cell phone towers for information.

CARRIED UNANIMOUSLY

In Favour: Councillor Megan McMath, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Ebony Logins

14.15. Correspondence - Hannah Day Playground

2019-433

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

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THAT Council direct staff to bring forward a report regarding renaming Sunriver Playground to the "Hannah Day Memorial Playground", to a future Council meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

15. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported on:

- Congratulations to the District of Sooke for achieving carbon neutrality.

Councillor Beddows reported on:

- Event for District's 20th Anniversary was successful, including \$340 fundraised to help the Food Bank's backpack program. Thank you to staff for organizing.

Councillor Bateman reported on:

- Homelessness coalition has secured an extreme weather shelter at the CRD office over the winter and are exploring options for permanent transitional housing.
- Memorial tree planting event for Councillor Parkinson was lovely.
- Sooke Region Community Health Network Strategic Planning session was excellent, with a skilled local facilitator.

Mayor Tait reported on:

- Several events over summer, including 20th anniversary picnic and memorial event for Councillor Parkinson.
- Council's Strategic Plan will be publicly presented at Committee of the Whole on September 17.
- Upcoming By-Election, general voting day is September 28.
- Welcome to new CAO, Norm McInnis.
- Three Notices of Motion currently at Capital Regional District from Sooke, including the reporting structure of the Sooke museum, the issue of off-leash dogs in CRD parks, and a call for a regional mountain bike policy.
- Additional five derelict vessels recently removed from Sooke waters.
- Todd Creek trestle soon to be repaired.
- Community Washroom in John Phillips Memorial Park, including water fountain, now operational.
- Cains Family Park staircase to be officially opened September 17.
- Upcoming FCM meetings in Waterloo.
- Currently unopposed in nomination for president of UBCM.

2019-434

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT the September 9, 2019 Regular Council meeting continue past 11:00 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

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Council adjourned the open portion of the September 9, 2019 Regular Council meeting at 11:03 p.m.

2019-435

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT the In-Camera portion of the September 9, 2019 Regular Council meeting be reconvened at 11:05 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

16. RELEASE OF CLOSED MEETING RESOLUTIONS

There were no In-Camera resolutions released.

17. ADJOURNMENT

2019-436

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the September 9, 2019 Regular Council meeting be adjourned at 11:41 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
September 16, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Kenn Mount, Director of Community Safety/ Fire Chief
Ivy Campbell, Manager of Planning
Laura Hooper, Head of Parks and Environmental Services
Medea Mills, Bylaw Officer II
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council is meeting on the traditional territory of the T'Sou-ke Nation.

3. APPROVAL OF THE AGENDA

2019-437

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:

THAT the agenda for the September 16, 2019 Special Meeting of Council, be adopted as amended:

- Addition of Supplementary Information for Item No. 4.1. *PH 1 Zoning Amendment Bylaw No. 738 (600-72), 2019 - 2365 Church Road.*
- Addition of Supplementary Information for Item No. 4.2. *PH 2 Official Community Plan Amendment Bylaw No. 742 (400-13, 2019 & Zoning Amendment Bylaw No. 741 (600-73), 2019 - Cannabis.*
- Addition of Supplementary Information for Item No. 4.3. *PH 3 Temporary Use Permit for 5336 Sooke Road.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

4. PUBLIC AND STATUTORY HEARINGS

Mayor Tait read a statement advising that any person who believes their interest in the properties affected by the proposed bylaws, and temporary use permit, would be given a reasonable opportunity to be heard and have their written submissions presented at the Public Hearing.

Mayor Tait called the Public Hearing to order at 7:05 p.m.

4.1. PH 1 - Zoning Amendment Bylaw No. 738 (600-72), 2019 - 2365 Church Road

The Manager of Planning provided a PowerPoint presentation and overview of the written staff report to amend the zoning at 2365 Church Road from Large Lot Residential (R1) to Community Facilities (P2), for the purpose of converting the existing dwelling to a Community Care Facility (daycare). It was highlighted that side lot setbacks, landscaping requirements and parking would be assessed at the building and development (variance) permit stage, not at rezoning.

Council Discussion:

- Confirmation that the property is connected to sewer.
- Clarity that the Vancouver Island Health Authority (VIHA) approves the number of children and provide the licensing.
- Concerns with limited parking for both drop off/ pick up and staff, as well as the increase to traffic in the residential neighborhood.
- Desire to include secure bike area for parents and/ or staff.

Mayor Tait invited the applicant to address Council.

Mari Mdk, manager of the proposed daycare, advised Council that they are waiting on the completing of the rezoning to submit their request to VIHA; the desired number of kids is 12 spaces on the upper floor (infant toddler) and 16-18 spaces on the lower (3-5 year old) and 3-6 employees. However, this is contingent on the assessment and recommendations of VIHA. She suggested hours of operation would be 6:00 am - 5:00 pm but is unable to confirm definitively.

Public Submissions:

- Craig Ferguson, Sooke resident, expressed concerns with noise from daycare, as a neighboring property, as his spouse is a shift worker and sleeps during the day.
- Ian Roberts, Sooke resident, expressed concerns with increased vehicle traffic on a quiet street, as those leaving or picking up their children may be in a rush, the blind corner offers limited visibility and general concern with a change in the dynamics of the neighborhood.

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- Karen Jack, Sooke resident, requested assurances that street parking would be utilized only for residents in the neighborhood and not for the daycare.
 - The Manager of Planning stated that street parking is for anyone, as public right-of-way, and that she is not aware of any roads that are specifically designated for residents only.

Council Discussion:

- Childcare spaces are limited, and another facility is needed to support community growth.
- Although not a requirement, it would be nice of the applicant to mitigate sound by installing a buffer.
- Confidence that any traffic and parking impacts will be mitigated through the building and development permitting stages.

2019-438

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 738 (600-72), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

4.2. PH 2 - Official Community Plan Amendment Bylaw No. 742 (400-13), 2019 & Zoning Amendment Bylaw No. 741 (600-73), 2019 - Cannabis

The Corporate Officer reminded Council of the supplementary information provided for this Public Hearing.

The Manager of Planning provided a PowerPoint presentation and overview of the written staff report to amend the *Official Community Plan Bylaw* to permit the issuance of Temporary Use Permits for "Cannabis Production-Micro" outside the Town Centre in Rural and Commercial zones. Also, to update Section 6.0 Part IV Temporary Use Permits to accommodate for the changes and general housekeeping amendments. Followed by an amendment to the *Sooke Zoning Bylaw* to add two new definitions: "Cannabis Production-Micro" and "Cannabis Production-Standard" excluding these uses from the general definition of "Agriculture".

Council Discussion:

- Concerns that the Temporary Use Permit option will be limiting and too rigorous to attract industry professionals.
- Concerns with lack of municipalities engaging in similar changes, to compare and track impacts.
- Federal regulations are expected to change as the system become less inundated with applications, and research is completed.
- Agricultural Land Reserves (ALR) regulations are specific and the district can not supersede the Agricultural Land Commission (ALC).

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- Confirmation that the District does not require a building permit for farm structures, that is within the purview of the ALC.
- Differences between Temporary Use Permit and rezoning to industrial, along with associated limitations.
- Desire to create opportunities for a new and growing sector of industry and to be a leader in the region.
- Confirmation that facilities will not be a store front, there will be no drop-in or public access. The facilities will be private and fully secure.
- Development Permits will trigger a form and charter review and the most appropriate design in the area will be requested.

Public Submissions:

- Ellen Lewers, Sooke resident, expressed concern with building being constructed on ALR lands.
- Scot Taylor, Sooke resident, noted the risk factor of limiting industry investment with the Temporary Use Permit. Mr. Taylor suggested a future connection with tourism to smaller micro growers, with the option of production and retail connections much like a brewery or winery.

Council Discussion:

- Concerns that there is not enough support from commercial industry and lack of benefit to investor market.
- Amendments can be made later, should there be support for changes. This option allows for a starting point.

2019-439

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council give Third reading to the bylaw cited as *Official Community Plan Amendment Bylaw No. 742 (400-13), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-440

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council adopt the bylaw cited as *Official Community Plan Amendment Bylaw No. 742 (400-13), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

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2019-441

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council give Third reading to the bylaw cited as *Zoning Amendment Bylaw No. 741 (600-73), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2019-442

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council Adopt the bylaw cited as *Zoning Amendment Bylaw No. 741 (600-73), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Mayor Tait recessed the meeting at 8:23 p.m.

Mayor Tait reconvened the meeting at 8:27 p.m.

4.3. PH 3 - Temporary Use Permit for 5536 Sooke Road

The Corporate Officer reminded Council that one (1) piece of additional correspondence was received from the CRD related to Item No. 4.3. in their Supplementary Agenda packages.

The Manager of Planning provided a PowerPoint presentation and overview of the written staff report for the application of a Temporary Use Permit, for a maximum 3 years, for the property located at 5536 Sooke Road for the following historic non-conforming uses: Vehicle and Equipment Repairs, Machine Shop, Auto-body Paint Shop, Accessory Storage Yard, Accessory Retail Sales, as well as a new Temporary Use of Vehicle Sales. The following was highlighted:

- The property is zoned Small Scale Agriculture (RU3) which does not permit commercial or industrial uses; therefore, the application must request a Temporary Use Permit to accommodate for the existing uses.
- Insufficient information and lack of communication on behalf of the applicant has led to staff's recommendation of refusal.
 - A request for a rainwater management plan was made with a one (1) month timeline for the applicant to submit, the plan has not been submitted and no response received from contact attempts made by staff on July 8, August 19, August 23 and September 16, 2019.
 - The late requirement for the rainwater management plan was due to the amended referral reviewing the amount and proximity of onsite paving in relation to the creek.

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- The report includes alternative options for consideration, strongly recommending any alternative should include conditions and associated timelines.

The Manager of Planning provided an overview of the Temporary Use Permit process and interactions, to date, with the applicant. Also, advising of a point of procedure that Council should waive Policy 9.1. prior to a decision on the application.

Council Discussion:

- Confirmation that there is outstanding landscaping rehabilitation to the riparian area requires the applicant to enter into an agreement with the District, with associated bonding.
- Confirmation that vehicle sales are not an existing use on the property nor included under the historical non-conforming uses.
- The following remain incomplete: rainwater management plan, landscaping plan, height verification of onsite buildings.
- Clarity that the supplementary correspondence from Capital Regional District Parks was in conjunction with notifications sent to adjacent landowners, as the Galloping Goose Trail borders the property.
- Reiteration that the applicant is responsible to ensure activities are not in contravention of the *Fisheries Act*, via external agency referral comments, and the applicant is to contact the Department of Fisheries and Oceans to request a submission of a Request for Review.
- Clarity that if Council chose to endorse the staff recommendation, the applicant would be unable to obtain a business license and would continue a non-conforming use. A request would be made of Council to provide direction on enforcement.

Members of the public:

- Ellen Lewers, Sooke resident, spoke in opposition of issuing a Temporary Use Permit and expressed concerns with the additional requested uses not being historic.
- Derek Lewers, Sooke resident, spoke in opposition of issuing a Temporary Use Permit, providing a PowerPoint presentation highlighting his concerns, including; fire compliance with the main building, concerns with lack of external referral comments, lack of consideration in setbacks from adjoining properties and the creek, changes with BC assessment from farm to light industrial (business & other), ongoing bylaw infractions, and lack of permits for buildings on the property. Mr. Lewers also expressed dissatisfaction with the tax contributions of the property owner, who operates a business and is not paying industrial taxes. In his final comment, Mr. Lewers requested Council consider the following, should they approve the Temporary Use Permit: an engineered sound wall between neighboring properties, evergreen trees along property line, limited hours of operation between 8:00 am-5:00 pm, Monday - Saturday, require external overhead lighting to be turned off at 9:00 pm, that no new construction or uses be permitted and that no commercial access be permitted on the shared driveway easement.

Minutes for the Special Council Meeting of the District of Sooke - September 16, 2019

The video stream experienced a failure, stopped streaming and the remainder of the meeting was not recorded.

- Diane Bernard, Sooke resident, spoke in support of the recommendation presented by staff, urging the correction of past mistakes. Ms. Bernard stressed the importance of salmon habitat preservation and agricultural land integrity.
- Gail Nash, Sooke resident, spoke in support of the recommendation presented by staff as this business has been allowed to operate in non-compliance long enough.
- Amanda Booth, Sooke resident and business owner, spoke in support of the recommendation presented by staff stating anything other than refusal will reinforce the bad behavior of the business owner.
- Melissa Curtis, Sooke resident, inquired into whether bylaw infractions on the property have been addressed.
 - The Bylaw Officer advised that bylaw has not revisited the site for compliance, however the requirement for compliance could be a requirement prior to issuance of the Temporary Use Permit.
- Donna Gray, Sooke resident and co-owner of the property spoke in support of the application and stated there were no complaints on record with the District prior to 2017. She provided an overview and timeline of past and present interactions with the District. She expressed a desire to comply while identifying the setbacks suffered due to the financial burdens of the required work.
- Ian Lacker, employee of the applicant, identified that the applicant provides a business that is not available anywhere else in the community and that the operation was his lively hood.
- Justin McCormick, Sooke resident and contractor for applicant, informed that he had been recently been contracted to complete the storm water management and riparian rehabilitation plan, but was unable to provide a timeline for the completion of required reports.
- Gail Hall, Sooke resident, spoke in support of the staff recommendation and reminded Council of their responsibility in making a decision that is best for the community and aligns with District bylaws. Ms. Hall stated that these issues have been ongoing for many years and various Councils, a decision needs to be made.
- Troy Lovvbakke, Sooke resident, reminded Council that since the start of operation the District has supported this business over the years by utilizing

Minutes for the Special Council Meeting of the District of Sooke - September 16, 2019

their services. Mr. Lovvbakke suggested Council provide additional time to the applicant to complete the requirements asked, as they are heavy requests.

- Shawn Driver, applicant, provided a history of the business license process undertaken with the District, expressed that the goal posts keep moving and the difficulty in achieving compliance with all the requests. Mr. Driver stated that he has continued to work towards all requests, and provided the following statements:
 - A letter was sent to him requiring a cease and desist on the removal of dangerous tree(s) on his property.
 - BC Assessment has been to the property, they are satisfied with the evaluation.
 - Welding shops are considered Commercial, not Industrial.
 - The Ministry of Transportation and Infrastructure (MOTI) removed the trees along the frontage and have returned to the property to reevaluate the ditch and catch basin as they were improperly installed.
 - Concerns that the Riparian report previously submitted by a certified professional is being considered insufficient, and now staff wants an engineering stamp.
 - Requested Council read the universal human right code article 23 and 27.
 - Advised that his business pays taxes, donates to local charities, works in the community, and employees' members of the community.
 - Concern that this process has brought on negativity directed toward him.
- Julie Ann Rayburn, Sooke resident, spoke generally to the wonderful diversity of the sasseenos area.

Mayor Tait stated that the District of Sooke needs to turn the page to ensure business and property owners in the community are in compliance to municipal bylaws.

Mayor Tait Closed the Public Hearing at 10:05 p.m.

2019-443

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council waive Policy 9.1 Land Use Activities Contrary to Current Bylaws and Resolutions as it relates to the Temporary Use Permit application PLN01437.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Council Discussion:

Minutes for the Special Council Meeting of the District of Sooke - September 16, 2019

- Applicant has disregarded the request to comply, displayed a lack of desire to communicate or provide the necessary documentation to proceed towards the issuance of a Temporary Use Permit.
- Reiteration that non-compliance in the District, regardless of the business or property or owner, can not continue.
- The *Official Community Plan* (OCP) review will assess this area and possibly see the sassenos area included with commercial zoning options. The OCP dictates area zoning and overrides any Council desire, as a community vision document.
- Fair and proper governance is top priority.
- Councillor McMath was opposed to a refusal and requested the applicant be provided additional time to submit the required documents and reports, as this business is important to the community.
- Councils have not stood up in the past to make the decision, leaving this Council to deal the difficult situation of enforcing compliance.
- The knowledge that the business is non-conforming means the situation needs to be addressed and not left unresolved.
- Councillor St-Pierre was opposed to a refusal and suggested additional time be provided to comply.

Mayor Tait clarified that should this resolution of refusal pass, then this is the last resort for the applicant to comply.

The Chief Administrative Officer (CAO) advised Council that at a meeting held on August 7, 2019, the applicant provided surety to the Mayor and CAO that the storm water/ rainwater management plans would be provided. Additional emails were sent to follow up, however this communication outreach was left unanswered.

2019-444

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council refuse the issuance of a Temporary Use Permit PLN01437 for the property legally described as LOT 3, Block 17, Section 64, Plan 2434 Except that Part in Plan 25607 to operate a temporary Vehicle and/or Equipment Repair, Machine Shop, Autobody Paint Shop, Vehicle Sales, Accessory Storage Yard, Accessory Retail Sales.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Councillor Jeff Bateman and Councillor Megan McMath

5. ADJOURNMENT

2019-445

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT the September 16, 2019, Special Council meeting be adjourned at 10:25 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

Certified Correct:



Maja Tait
Mayor

Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
September 30, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Raechel Gray, Acting Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Ivy Campbell, Manager of Planning
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:02 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-445

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT this meeting be closed to the public under section 90(1)(g), (i), and (j) of the *Community Charter* as it pertains to litigation or potential litigation, advice subject to solicitor-client privilege and information prohibited from disclosure under the *Freedom of Information and protection of Privacy Act*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Megan McMath

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council is meeting on the traditional territory of the T'Sou-ke Nation.

Minutes for the Regular Council Meeting of the District of Sooke - September 30, 2019

Mayor Tait congratulated Dana Lajeunesse on his success in being elected to the vacant seat on Council, noting that he will take his formal oath of office at the October 15, 2019 Regular Council meeting and thanked all candidates for their participation. She also advised that the District has been successful in receiving 5 Bloom status with the Communities in Bloom event and that she was successful in being elected as the Union of British Columbia Municipalities (UBCM) President.

5. APPROVAL OF THE AGENDA

2019-446

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT the agenda for the September 20, 2019 Regular Meeting of Council, be adopted as amended:

- Moved Item No. 12.1. *Rescindment of Policy 9.1 - Land Use Activities Contrary to Current Bylaws Policy*, prior to Item No. 6.1. *Development Variance Permit - 1769 Minnie Road*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

12.1. Rescindment of Policy 9.1 - Land Use Activities Contrary to Current Bylaws Policy

The Corporate Officer provided an overview of the written staff report advising that rescinding Policy 9.1 is due to specific case law stating the irrelevant consideration in context to development applications and is not a logical process for an applicant who is attempting to legitimize the contravention of land uses.

2019-447

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council rescind Land Use Activities Contrary to Current Bylaws Policy 9.1.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

6. PUBLIC AND STATUTORY HEARINGS

6.1. Development Variance Permit - 1769 Minnie Road

The Manager of Planning provided a PowerPoint presentation and overview of the written staff report for the issuance of a Development Variance Permit to reduce the side and rear lot line setbacks for three (3) accessory buildings at 1769 Minnie Road.

Council Discussion:

- Queries as to when the accessory buildings built as they look newly erected.
- Clarification that requested no building permit application was made for the accessory buildings.
- Clarity requested on when the property was purchased by the current owners and whether it is currently for sale.
- Desire to postpone the decision to a later date to allow the applicant to respond to Council's inquiries.
- Confirmation that the property meets all requirements of the zoning including maximum lot coverage and height of accessory buildings.
- Concerns that penalties have not been issued for building without a permit

Staff advised she believes the applicant is a fairly new owner of the property and the accessory buildings were built prior to their purchase.

2019-448

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council postpone consideration of Development Variance Permit (PLN01467) for 1769 Minnie Road, to the next Regular Council meeting, to receive the following information:

- When was the property acquired?
- Were the accessory buildings pre-existing?
- Is the Development Variance Permit subject to sale?
- What are the sizes of all three (3) accessory buildings?

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

7. ADOPTION OF MINUTES

Minutes of the Regular, Special and Committee of the meetings of Council

2019-449

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT the minutes of meetings, be adopted as circulated:

- September 9, 2019 Regular meeting of Council
- September 16, 2019 Special meeting of Council
- September 17, 2019 Committee of the Whole meeting

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

8. DELEGATIONS

8.1. Building on Kaltasin - Mark Offley

Mr. Offley provided a PowerPoint presentation highlighting his concerns with the building installation on a neighboring property, located at 1933 Kaltasin Road. Citing his neighbor provided him with false information, his concerns with sideline set-backs, the current roof height seems to exceed the maximum height allowance, and frustration with changes to the submitted plans in relation to what is being built.

Council Discussion:

- Clarification that a building permit application was completed for a garage and suite.
- Sympathy for the upset the situation has caused Mr. Offley.
- Advised that any bylaw infractions, including Air B&B issues, should be reported to the District's Bylaw Officer.
- All measurements will be done prior to granting final occupancy to ensure the building is in compliance with all District Bylaws.

Staff advised that zoning exemptions, such as stairwell, are permitted as exemptions in the *Sooke Zoning Bylaw* and that there are no current Building or Zoning Bylaw violations for the property located at 1933 Kaltasin Road.

8.2. Sooke Multi-Belief Initiative - Don Brown & Rick Eby

Mr. Brown and Mr. Eby presented a PowerPoint presentation requesting Council approval to place a non-denominational sign stating Sooke has been recognized by the Charter for Compassion International as a Compassionate community. The request for the sign placement is on the west side of the kiosk located at Evergreen Mall in Sooke.

Council Discussion:

- Concerns that there may be previous commitments to other municipal groups, such as the Sooke Program of the arts Committee, for dedicated space on the Kiosk.
- Assurance that this organization is non-denominational, with no specific religious attachment.
- There is a requirement for the group to apply for a sign permit.

2019-450

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council authorize the placement of the Compassionate Community sign, from the Sooke Multi-Belief Initiative, on the west side of the District's Kiosk located at Evergreen Mall.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

There was no update from the Acting Chief Administrative Officer.

10. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Britt Santowski, Sooke resident, spoke to Item No. 12.3. *Policy CO-004: Flag Protocol* requesting a news release be distributed whenever the flag is at half mast.
- Les Haddad, Sooke resident, spoke to Item No. 8.1. Delegation - Building on Kaltasin encouraging Council to deal with all short-term rentals equally instead of singling one type out specifically.

11. CONSENT AGENDA

The first two (2) bullets of Item No. 11.1. *Committee of the Whole Recommendations* were pulled for discussion prior to approval.

Council Discussion:

- Desire for annual review to be conducted in the Spring, in conjunction with the Budget process.
 - The Acting Chief Administrative Officer suggested that the review time be at the discretion of the Chief Administrative Officer as it should align with the budget process that will now be started in November/December and may be completed by the spring.
- The illustration completed by a graphic scribe during the Corporate Strategic planning sessions will be placed on the wall in Council Chambers, along with Council's new Strategic Plan Core Values & Guiding principles.
- Request that a media release be posted on the District website to announce the new Corporate Strategic Plan. The information should include the process, community engagement sessions, the scribe image and the final document.

11.1. Committee of the Whole Recommendations - September 17, 2019

- THAT the Committee of the Whole recommend Council approve the *2019-2022 Council Strategic Plan*;
THAT the Chief Administrative Officer implement the *Action Plan* which is attached as Appendix A to the Strategic Plan; and
THAT annually at an open meeting of Council a progress report be provided.
- THAT the Committee of the Whole recommend Council direct staff to post the 2019-2022 Council Strategic Plan in its entirety on the District's website and place a copy at the municipal hall reception lobby.
- THAT the Committee of the Whole recommends Council support Port Renfrew discontinuing their participation in the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC).

Minutes for the Regular Council Meeting of the District of Sooke - September 30, 2019

- THAT the Committee of the Whole recommends Council direct staff to invite the CRD to present to Council on services and proportional payments for services.
- THAT the Committee of the Whole recommend Council endorse the following resolution:
THAT the District of Sooke Council supports and wishes to join the submission from the Districts of Squamish and Tofino in response to the Ministry of Environment and Climate Change Strategy's proposed amendments to the Recycling Regulation of the Environmental Management Act.

11.2. Permissive Tax Exemption Application

- THAT Council receive the Permissive Tax Exemption Application report, for information.

Consent Approval

2019-451

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council adopt Items 11.1. and 11.2., by general consent.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

12. REPORTS

12.2. 5490 Sooke Road - Application Fees

Mayor Tait advised that the report is a summary of the application history and implications of refunding the applications fees, which was requested by Council in conjunction with feedback received at the public hearing for the *Official Community Plan Amendment Bylaw* and *Zoning Amendment Bylaw* for the property located at 5490 Sooke Road.

Council Discussion:

- Concern that the applicant had previously ensured compliance with the zoning bylaw when the District of Sooke incorporated from the CRD and was not properly included in newer versions of the *Official Community Plan (OCP) Bylaw* or *Zoning Bylaw*.
- Reminder that staff are unable to bend the rules of Council's bylaws, only Council has the authority to override their own decisions.
- Assurances need to be in place that a precedent is not set for other residents who have gone through the process and designation changes.

Minutes for the Regular Council Meeting of the District of Sooke - September 30, 2019

- Desire to forgive the OCP amendment fees, as these were not the applicants' fault, however the zoning amendment increased the property value and should not be refunded.
- Concerns with the notification process sticking to the legislatively required process. There is a desire to enhance public notification in the future, which could be a budgetary request.

2019-452

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council approve the offset of the OCP amendment application fee of \$1,500.00 for PLN01445; and

THAT the fees be refunded from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

12.3. Policy CO-004: Flag Protocol

A policy to establish a protocol for flying flags at the District of Sooke Municipal Hall and municipally owned properties.

Council Discussion:

- The need for public notification when the flag is at half mast.
- Desire to include the flying of the Pride flag and associated implications.
- Future discussions desired on installing another flagpole, at the District's municipal hall, to fly the T'Sou-ke Nation flag. The approval of the T'Sou-ke Chief and Council would be required.

2019-453

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council adopt Policy CO-004: *Flag Protocol*, as amended:

- Addition of "Media Release" as a third bullet to 3(h).

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

2019-454

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council request staff bring back a report on the inclusion of the pride flag inclusion, in *Policy CO-004: Flag Protocol*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

13. BYLAWS

13.1. Zoning Amendment Bylaw No. 738 (600-72), 2019 - 2365 Church Road

A bylaw to amend the zoning at 2365 Church Road from Large Lot Residential (R1) to Community Facilities (P2).

2019-455

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 738 (600-72), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

13.2. Council Remuneration and Benefits Bylaw No. 740, 2019

A bylaw to authorize the payment of annual remuneration and benefits to members of Council.

2019-456

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council adopt the bylaw cited as *Council Remuneration and Benefits Bylaw No. 740, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

13.3. Fees Amendment Bylaw No. 746 (488-04), 2019

A bylaw to amend the Fees Bylaw to add fees related to Memorial Plaque Contributions.

2019-457

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council adopt the bylaw cited as *Fees Amendment Bylaw No. 746 (488-04), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

13.4. Development Cost Charge Expenditure Bylaw No. 749, 2019

A bylaw to reallocate funds from the Wastewater Development Cost Charge Reserve Fund to pay for the supply and delivery of dewatering equipment.

The Acting Chief Administrative Officer advised that the fund was included in the 5-year Financial Plan, however the plan included borrowing the funds and we are now purchasing the equipment by utilizing the Development Cost Charge (DCC) funds collected for wastewater.

2019-458

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council give First, Second and Third reading to the bylaw cited as *Development Cost Charge Expenditure Bylaw No. 749, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

14. NEW BUSINESS

There were no new business items.

15. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- Attendance at UBCM, noting the prominent greater concern for climate change and need to plan for the future.

Councillor Bateman reported on:

- Attendance at UBCM, noting his participation in the International Association of Fire Fighters (IAFF) events, which included the use of the jaws of life and using a breathing apparatus.
- Attendance at the Cains park staircase grand opening.
- The forward momentum with the Vancouver Island Regional Library as the lease agreement is being finalized.

Councillor McMath:

- Attendance at UBCM, noting the vast amount of knowledge obtained in a short period of time and information collection with various communities experiencing similar challenges.
- Ride along with the RCMP was educational and eye-opening to the types of situations occurring in our community.

Councillor St-Pierre:

- Participation with the newly established climate caucus working towards mitigation options, through creation of policy.

Mayor Tait:

- Attendance at UBCM, noting that any remaining resolutions go to the executive, if endorsed they are forwarded to Province and will guide future UBCM policy development.
- Reminder that September 30 is orange shirt day in recognition of the survivors of residential schools.
- Attendance at the Sooke Rotary golf tournament.
- Reminder of the upcoming federal election, candidates for the Sooke riding will be at the EMCS high school on Friday, October 11th to answer your questions.

16. ADJOURNMENT

2019-459

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council adjourn the September 30, 2019 Regular Council meeting at 8:56 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

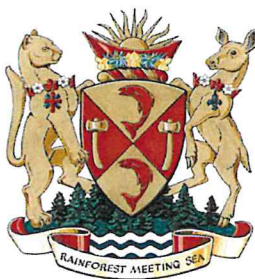
Maja Tait
Mayor



Certified Correct:

Carolyn Mushata
Corporate Officer





MINUTES
District of Sooke
Regular Council Meeting
October 15, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Tony St-Pierre
Councillor Dana
Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Acting Director of Finance
Ivy Campbell, Manager of Planning
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Councillor Megan McMath

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:05 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-460

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

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 UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council is meeting on the territory of the T'Sou-ke First Nation.

Minutes for the Regular Council Meeting of the District of Sooke - October 15, 2019

5. OATH OF OFFICE

The Corporate Officer administered the Oath of Office and Oath of Allegiance to newly elected Councillor Dana Lajeunesse.

6. APPROVAL OF THE AGENDA

2019-461

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the agenda for the October 15, 2019 Regular Meeting of Council, be adopted as amended:

- Addition of Supplementary Information for Item No. 11.1. *Development Variance Permit -1769 Minnie Road.*
- Addition of New Business Item No. 11.4 *2019 By-Election*;
- Addition of Item No. 11.5. *Delegation Request - Sooke Lions*; and
- Addition of Rise and Report on In-Camera Items, prior to Adjournment.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

7. ADOPTION OF MINUTES

Minutes of Regular Meeting of Council

2019-462

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT the minutes of the September 30, 2019, Regular meeting of Council, be adopted.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

There was no update from the Chief Administrative Officer

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following member of the public:

- Rachelle Sandy, representative from the Sooke Shelter, spoke to Item No. 14.7 requesting Council's participation and support in their fundraising event.

10. CONSENT AGENDA

It was moved and seconded THAT Item No. 10.1. be adopted by general consent.

CARRIED

Minutes for the Regular Council Meeting of the District of Sooke - October 15, 2019

10.1. RCMP Monthly Mayor Report

- THAT the RCMP Mayor Monthly Report for August 2019 be received for information

ADOPTED ON CONSENT

11. REPORTS

11.1. Development Variance Permit - 1769 Minnie Road

The Manager of Planning advised the staff report provided answered Council's questions from the September 30, 2019 Regular Council meeting, relating to the Development Variance Permit application for 1769 Minnie Road.

Council Discussion:

- The preference was for Option 2, engineering approval would confirm the structures are safe.
- Concern that no fine has been issued.
 - Staff advised that in accordance with Council Policy 9.6 compliance is the desired result; fines would only be issued if they didn't comply.
- Clarity that the Board of Variance is for minor variances only and of which this particular issue does not appear to be.

2019-463

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council issue Development Variance Permit PLN01467, conditional on the issuance of a Building Permit, subject to the provision of a professional Engineer's report, to reduce the side and rear lot line setbacks required in Section 104.7 of the *Sooke Zoning Bylaw* for three accessory buildings at 1769 Minnie Road.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

11.2. Janitorial Services for the District of Sooke

The Acting Director of Finance provided an overview of the written staff report, requesting approval to issue the janitorial services contract for Sooke Municipal Hall and the Fire Halls located at Station 1 & 2, highlighting that services will be streamlined as one provider will manage all District facilities.

2019-464

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council approve McDerMaids as the successful proponent under the request for quotes for janitorial services at Municipal Hall, Council Chambers, Sooke Fire Hall Station One and Sooke Fire Hall Station Two for an annual amount of \$43,420 + GST.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

11.3. UBCM Convention 2020 - Accommodation Costs

Mayor Tait advised that travel in the Capital Regional District (CRD) is not covered under the current policy, however due to the dedicated length of time required by Council at the UBCM convention, staying onsite allows for attendees to fully immerse themselves in the convention.

2019-465

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council approve an expenditure of up to \$9,900 in accommodation costs for Council members to attend the Union of British Columbia Municipalities (UBCM) Convention to be held September 21 - 25, 2020 in Victoria; and

THAT funding for Council accommodation come from the 2020 Council Travel Expense budget.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

2019-466

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT the Chief Administrative Officer (CAO) be authorized to attend the 2020 UBCM Convention;

THAT Council approve an expenditure of up to \$1,500 in accommodation costs for the Chief Administrative Officer to attend the UBCM Convention to be held in Victoria; and

THAT funding for the Chief Administrative Officer accommodation come from the 2020 CAO Travel Expense budget.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

11.4. 2019 By-Election

The Corporate Officer advised that the Chief Election Officer is required to submit a report to the local government within 30 days of the official declaration of election results, which includes the number of ballots cast, overall votes for each candidates and spoiled ballots. She further advised that a voting book audit was completed with no irregularities found.

Minutes for the Regular Council Meeting of the District of Sooke - October 15, 2019

2019-467

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the Declaration of the Official Results for the 2019 By-Election be received for information in accordance with the requirement of Section 158 of the *Local Government Act*; and

THAT Council receive this report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

11.5. Delegation - Sooke Lions

Councillor Beddows declared a conflict of interest, as a member of the Sooke Lions Club, and left the meeting at 7:36 p.m.

Mayor Tait advised the Sooke Lions have submitted a delegation request for the October 28th Regular Council meeting. The funding that the District provides the Sooke Lions for Canada Day is considered a community grant and under the *Council Procedure Bylaw* they cannot be heard as a delegation as they can only speak to it their request during the community grant application meeting. As planning has already begun for the 2020 event, opportunities may be missed out on if they cannot be heard until February.

Council Discussion:

- Concern that a precedent would be set for other community groups receiving grants requesting a delegation.
- A review of the community grant policy needs to occur, with the possible inclusion of two (2) different intakes.

2019-468

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council direct the Corporate Officer to place the Sooke Lions delegation on the October 28, 2019 Regular Council meeting agenda.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Al Beddows, Councillor Ebony Logins and Councillor Megan McMath

Councillor Beddows returned to the meeting at 7:40 p.m.

12. BYLAWS

12.1. Development Cost Charge Expenditure Bylaw No. 749, 2019

A bylaw to authorize the expenditure of funds from the Wastewater Development Cost Charge Reserve Fund.

2019-469

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the bylaw cited as *Development Cost Charge Expenditure Bylaw No. 749, 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

13. NEW BUSINESS

13.1. Notice of Motion - Councillor Jeff Bateman

- Item to be discussed at the October 28, 2019 Regular Council meeting.

THAT Council amend section 21(1)(m) of the *Council Procedure Bylaw No. 728, 2019*, removing "requiring action", to allow for all correspondence to be addressed by Council regularly in agenda packages.

13.2. Notice of Motion - Councillor Tony St-Pierre

- Item to be discussed at the October 28, 2019 Regular Council meeting.

THAT Council request a staff report on air quality issues related to outdoor burning, including options for resolution.

14. CORRESPONDENCE

14.1. Community Action Initiative

Council Discussion:

- Desire to support a local organization in utilizing this grant funding opportunity.

2019-470

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

14.2. Road Marking Issues - Alana Craig

Council Discussion:

- Desire to increase signage to protect paths for foot and bike traffic.
 - Staff advised that an assessment of traffic patterns, including bike traffic, will be included in the Traffic Master Plan and that this location does not have a designated bike lane.

2019-471

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

14.3. Juan de Fuca Regional Park Watch Society

Council Discussion:

- The services provided by the JDF Regional Park Watch Society will no longer be operating as there has been a volunteer shortfall.
- Desire to send Council's appreciation to the society for their dedication and hard work over the years.

2019-472

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council receive the correspondence for information and send a thank you letter.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

14.4. Annual Remembrance Day Parade & Ceremony

Council Discussion:

- Reminder to attend the 2019 Remembrance Day parade, which will start at the Evergreen Plaza at 10:00 a.m. on November 11th.

2019-473

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

14.5. Provincial Plastics Ban

Council Discussion:

- Confirmation that the District's bylaw is unenforceable; the issue is on hold pending a potential appeal to the Supreme Court.

2019-474

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

14.6. Sookarama - Sooke Lions

Councillor Beddows declared a conflict, as a member of the Sooke Lions Club, and left the meeting at 8:00 p.m.

Council Discussion:

- Desire to see this item included in the budget process.

2019-475

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council direct staff to include the request in the 2020 budget cycle.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Al Beddows, Councillor Ebony Logins and Councillor Megan McMath

Councillor Beddows returned to the meeting at 8:02 p.m.

14.7. Sooke Shelter Society - Rachelle Sankey

Council Discussion:

- The need for support of the Sooke Shelter Society in our community.
- Concerns with the use of the roundabout and lack of interest in incorporating the event with the Christmas parade.
- Majority of Council wish to participate in the fundraising event, Sooke Shelter to get in touch with members of Council to provide details.

2019-476

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

15. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported on:

- The Climate Change Action Committee met for an all-day educational session, hosted by an external facilitator, and a report is forthcoming to a future Council meeting.

Councillor Bateman reported on:

- Attendance at the Age Friendly committee, awareness film night, family court monthly meeting and that the Housing Needs Assessment will be available at the October 21 Committee of the Whole meeting.
- Upcoming attendance at the CRD Parks meeting to bring forward 2 notices of motion; renewed request for off leash dog exceptions along the Galloping Goose trail and the request for development of a mountain biking master plan/strategy.

Mayor Tait reported on:

- Support for the investment of the development of a mountain bike master plan/strategy in the CRD.
- Federal election signs are permitted in the roundabout as this is a highway not owned by the District.
- Continued advocacy for municipal governments to receive a share of the cannabis tax revenue.
- Upcoming visit from a Japanese tour group wishing to learn more about Sooke and it's changes in resources dependency.
- The Mayor of Natori, the District of Sooke's sister city, will be visiting the area.
- The District of Sooke has received 5 bloom status and a commemorative banner from the Communities in Bloom committee.
- The attendance of Councillor Bateman and Norm McInnis at the UBCM Fire Fighter Training session was recognized with a gift from the International Association of Fire Fighters (IAFF).

16. RISE AND REPORT OF IN-CAMERA ITEMS

THAT Council authorize the Mayor and the CAO to enter into a lease agreement for the portion of Lot A identified as "Lease Area" in the VIRL Lease Area Survey Plan; and

THAT Council direct staff to provide public notice of the land disposition in accordance with s.16 of the *Community Charter*.

Minutes for the Regular Council Meeting of the District of Sooke - October 15, 2019

17. ADJOURNMENT

2019-477

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council adjourn the October 15, 2019 Regular Council meeting at 8:33 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

Certified Correct:

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

17. ADJOURNMENT

2019-477

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council adjourn the October 15, 2019 Regular Council meeting at 8:33 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins and Councillor Megan McMath

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
October 28, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Ebony Logins
Councillor Megan McMath

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Acting Director of Finance
Laura Hooper, Head of Parks & Environmental Services (left at 9:25 pm)
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Tony St-Pierre

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

3. APPROVAL OF THE AGENDA

2019-478

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT the agenda for the October 28, 2019 Regular Meeting of Council, be adopted as amended:

- Item 11.2 *Notice of Motion from Councillor Tony St-Pierre* postponed to November 18, 2019 Special Council meeting
- Addition of 11.3 *Notice of Motion from Mayor Maja Tait* as New Business

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse

Absent: Councillor Tony St-Pierre

4. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- October 15, 2019 - Regular
- October 21, 2019 - Committee of the Whole

Minutes for the Regular Council Meeting of the District of Sooke - October 28, 2019

2019-479

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT the minutes of the October 15, 2019 Regular meeting of Council, be adopted as amended.

THAT the minutes of the October 21, 2019 Committee of the Whole meeting, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,

Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

5. DELEGATIONS

5.1. Sooke Lions Club

- Funding for Canada Day Event 2020
- https://westcoastlumberjacks.com/show_events.ph

Councillor Beddows declared a conflict of interest as he is a member of the Sooke Lions Club and left the meeting at 7:03 p.m.

Danny Willis, representing the Sooke Lions Club, provided an overview of the request for an additional \$10,000 in funding for the 2020 Canada Day event. Having received feedback on the 2019 event, organizers are hoping to include a show from the Westcoast Lumberjacks in the entertainment lineup in 2020.

Council discussion:

- Timing of the request and possible source of funds. Lions require financial commitment only at this time and funds can be designated in the 2020 Financial Plan.
- Confirmation that Westcoast Lumberjacks ensure participant and audience safety, and assume all liability including adequate insurance.

2019-480

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:

THAT Council direct staff to add an additional \$10,000 as a one-time increase to the Sooke Lions Club for Canada Day 2020 events, for the Westcoast Lumberjack performance.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Al Beddows and Councillor Tony St-Pierre

Councillor Beddows returned to the meeting at 7:20 p.m.

5.2. Peter Mouck - Mouck Marine Energy

Peter Mouck, representing Mouck Marine Energy, provided Council with an overview of his request for Council to issue a press release in support of his independent energy initiative.

Council discussion:

- Clarification regarding details of request and specifics of the independent energy initiative.
- Request to see design drawings or prototype.
- Confirmation that Mouck Marine Energy is a private enterprise and that Council is unable to provide support to a business in accordance with the *Community Charter*.
- Should a public demonstration event take place, Council would welcome an invitation.

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer did not provide an update.

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- R. Robinson spoke to Item 8.1. expressing his support for Option B as outlined in the NEQLA Task Force report at the October 21, 2019 Committee of the Whole meeting. Mr. Robinson encouraged Council to consider Expressions of Interest for each quadrant of Lot A separately, which would allow smaller organizations to build seniors housing without having to develop the entire lot. Additionally, Mr. Robinson urged Council to expedite the outstanding due diligence work.
- K. Albers, representing Makola Housing, spoke to Item 8.1. and encouraged Council to put themselves in a position to pursue anticipated BC Housing funding in the coming year.
- C. Pinalski spoke to Item 8.1., stating that the senior's center required only half of the northeast quadrant of Lot A and that all Sooke residents will benefit from supporting seniors, as everyone will one day be a senior. Ms. Pinalski stated that the Seniors Drop-In Centre has been advocating and fundraising for 10 years and would like to see a resolution to the issue.
- A. Bell, representing the EMCS Community School Society, spoke to Item 12.1 and provided Council with additional information regarding the request for funding. Ms. Bell stated that the EMCS Society has put aside \$40,000 from fundraising efforts and that School District 62 has committed to providing \$50,000. Fundraising efforts will continue throughout 2020, with an anticipated 2021 replacement date.

8. CONSENT AGENDA

8.1. Recommendations from October 21, 2019 Committee of the Whole meeting:

2019-481

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT the following resolutions that form part of Item 8.1 be adopted by general consent:

- THAT Council accepts the Housing Needs Report for information and discussion.
- THAT Council receives the 2019 Q3 Council Strategic Plan Update for information.

ADOPTED ON CONSENT

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath
Absent: Councillor Tony St-Pierre

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

Council discussion:

- History of Northeast Quadrant Lot A Taskforce.
- Development timeline for Lot A.
- Housing Needs Report and previous Sooke Community Centre Advisory Committee support NEQLA recommendations.
- Expressions of Interest (EOI) can be for individual quadrants or for all 3 remaining quadrants (minus library space).
- Staff report on the process for issuing an EOI forthcoming, will inform Council decision on how to proceed.
- BC Housing has been invited to speak at an upcoming Council meeting, can provide clarification on funding timelines and expectations.
- Any issues with rainwater or drainage will be identified and addressed. Due diligence work is an essential portion of any development plans.
- The Chief Administrative Officer stated that contracts were issued for due diligence work last week.
- Community growth may require expansion of municipal hall and RCMP buildings.

2019-482

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council receive the Northeast Quadrant Lot A Task Force report for information; and

THAT Council direct staff to bring forward a report outlining the process of issuing an "Expression of Interest" for development of the remainder of Lot A, and associated considerations, after the due diligence components have been completed.

CARRIED UNANIMOUSLY

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In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath
Absent: Councillor Tony St-Pierre

The meeting recessed from 8:22 - 8:24 p.m.

9. REPORTS

9.1. DeMamiel Creek (Little River) Connector Trail and Sidewalk Project

The Head of Parks & Environmental Services provided an overview of the written staff report recommending the tender be awarded to Ramida Enterprises, a local contractor and the sole bidder, with an estimate project cost within the budgeted amount.

Council discussion:

- Clarification regarding the design of the connector trail and sidewalk.
- Confirmation that procurement policy was followed.
- Ramida Enterprises recently completed the two community washroom projects.

2019-483

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:
THAT Council authorize staff to award the tender for the DeMamiel Creek (Little River) Connector Trail and Sidewalk Project to Ramida Enterprises Ltd. for the amount of \$165,879.99 +GST.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse
Absent: Councillor Tony St-Pierre

9.2. Policy CO-004 - Flag Protocol Proposed Amendment

The Corporate Officer provided Council with an overview of the written staff report. Staff have made the requested amendment to Policy CO-004 Flag Protocol regarding the flying of the Pride flag.

Council discussion:

- Clarification that any special or guest flags replace the municipal flag during the period that they are flown for.

2019-484

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council amend Policy CO-004 - Flag Protocol to add a new section 5 - Pride Flag as outlined in the report; and

THAT Council direct staff to purchase a pride flag.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - October 28, 2019

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse
Absent: Councillor Tony St-Pierre

9.3. Cancellation of November 12, 2019 Regular Meeting

Mayor Tait informed Council that due to anticipated Council absences, Council may wish to cancel the November 12, 2019 Regular Council meeting. A Special Council meeting for November 18, 2019 is proposed.

2019-485

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT the November 12, 2019 Regular Council meeting be cancelled.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse
Absent: Councillor Tony St-Pierre

10. BYLAWS

10.1. Five-Year Financial Plan Amendment Bylaw No. 751 (731-01), 2019

2019-486

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council direct staff to transfer \$7,900 from the Housing Reserve Fund Establishment Bylaw, 2006 for the Housing Needs Report.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse
Absent: Councillor Tony St-Pierre

2019-487

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
THAT Council give First, Second and Third reading to the bylaw cited as *Five Year Financial Plan Amendment Bylaw No. 751 (731-01), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse
Absent: Councillor Tony St-Pierre

10.2. Business License Amendment Bylaw No. 753 (301-2)

The Corporate Officer provided an overview of the written staff report outlining changes to the Business License Bylaw to provide clarity regarding licensing for charitable and/or non-profit organizations.

Council discussion:

- Clarification that there will still be an annual renewal process despite lack of annual fees and that notification is required regarding any change of use.

2019-488

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council give First, Second and Third reading to the bylaw cited as Business Licence Amendment Bylaw No. 753 (301-2).

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse
Absent: Councillor Tony St-Pierre

11. NEW BUSINESS

11.1. Notice of Motion from Councillor Jeff Bateman re: Council Procedure Bylaw Amendment

- Notice of Motion from October 15, 2019, Regular Council Meeting

Councillor Bateman spoke to his Notice of Motion regarding recent changes to the Council Procedure Bylaw that have resulted in less correspondence being placed on open meeting agendas.

Council discussion:

- Examples from other municipalities. Tofino policy leaves discretion with Corporate Officer and CAO as to what is placed on the agenda. Qualicum Beach has a Council correspondence log on the agenda with full correspondence available at the front desk of the municipal hall.
- The correspondence policy is forthcoming.
- Option to change the internal process while the policy is drafted.
- Similar to Qualicum Beach, staff will place a listing of all Council correspondence received on the Consent Agenda section of each Regular meeting. Possibility of adding an electronic link to full correspondence can be explored, but staff will have to consider any Freedom of Information and Protection of Privacy implications.
- Council will still notify Corporate Services if they wish to have particular correspondence places on the agenda for discussion.

2019-489

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council amend section 21(1)(m) of the *Council Procedure Bylaw No. 728, 2019*, removing "requiring action", to allow for all correspondence to be addressed by Council regularly in agenda packages.

WITHDRAWN

11.2. Notice of Motion from Councillor St-Pierre re: Outdoor Air Quality

- Notice of Motion from October 15, 2019, Regular Council Meeting

Minutes for the Regular Council Meeting of the District of Sooke - October 28, 2019

- THAT Council request a staff report on air quality issues related to outdoor burning, including options for resolution.

Council postponed the consideration of Item No. 11.2. *Notice of Motion from Councillor St-Pierre re: Air Quality Issues*, until the November 18, 2019, Special Council meeting.

11.3. Notice of Motion from Mayor Maja Tait re: Sister City Relationship

- For consideration at November 18, 2019 Special Council meeting

THAT Council direct staff to provide a report on transforming its "friendship city" relationship to a formal "sister city" relation with the City of Natori, Japan.

12. CORRESPONDENCE

12.1. Request for Funding - EMCS Community Theatre

Councillor Bateman declared a conflict of interest, as past president of the organization and left the meeting at 9:02 p.m.

Councillor Logins declared a conflict of interest, as a past employee of the School District and left the meeting at 9:04 p.m.

Council discussion:

- Clarification that the EMCS Society has presented to Council in the past on the same topic. Council asked that they return once they had a clearer picture regarding other sources of funding.
- Additional information such as photographs of the chairs and specific information on the extent of the damage would be helpful.
- A presentation from an EMCS Society representative, along with the ability to ask questions and receive clarification would benefit Council.

Councillor Bateman and Councillor Logins returned to the meeting at 9:13 p.m.

2019-490

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council direct staff to ask the EMCS Society to present to Council at an upcoming meeting; and

THAT Council direct staff to provide Council with previous correspondence from the EMCS society regarding the replacement of theatre seats.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Dana Lajeunesse, and Councillor Megan McMath

Absent: Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

12.2. Correspondence re: Invasive Crab Species

Council discussion:

- Challenges regarding public education around issues such as invasive species, fishing regulations, and ethical behavior while using the boardwalk.
- Current initiative to increase signage on the boardwalk regarding permitted hours of use, as well as additional crab measuring devices.
- Invasive species management is the jurisdiction of the federal Department of Fisheries and Oceans.
- RCMP and Bylaw Enforcement do patrol the area.

2019-491

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT the correspondence regarding invasive crab species be received for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath
Absent: Councillor Tony St-Pierre

13. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- Construction continues on SEAPARC addition.

Councillor Bateman reported on:

- Attending a community celebration at the Baptist Church.
- CRD Notice of Motion on behalf of Mayor Tait has resulted in the formation of an advisory committee to set mountain biking policy.
- CRD Parks Committee will review the new dog management framework that will hopefully include the previous Notice of Motion regarding off-leash exemptions on portions of the Galloping Goose in Sooke.

Councillor Lajeunesse reported on:

- The low-carbon wood construction information session was canceled.

Mayor Tait reported on:

- Investment coming into Sooke in the form of highway upgrades, expansion of medical clinic, library construction, SEAPARC addition, housing projects, Todd Creek Trestle replacement and anticipated new lacrosse/multi-sport box.
- Meeting with the Mayor of Natori who extended an invitation to visit Japan. They are preparing a proposal where they hope to do a sports promotion with the Canadian cycling team at the Olympics and Paralympics. There is a mutual desire to formalize our long-standing friendship city relationship.
- Hosted a delegation from the Japanese Association of Towns and Villages at the Sooke Region Museum.
- The ongoing effort to visit more local schools and increase engagement.
- #ChooseSooke campaign coming to social media to promote buying local.
- Attending provincial Access to Justice meetings and media training through UBCM.

Council discussion:

- Progress towards library construction and changes to the original design in order to accommodate rising construction costs. Staff confirmed that the Development Permit application process is ongoing.

14. ADJOURNMENT

2019-492

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT the October 28, 2019, Regular Council meeting be adjourned at 9:46 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Brenda Parkinson

Absent: Councillor Tony St-Pierre

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations
November 4, 2019 1:07 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait (arrived at 2:26 pm)
Councillor Jeff Bateman
Councillor Megan McMath (arrived at 1:09 pm)
Councillor Tony St-Pierre
Councillor Al Beddows
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Raechel Gray, Acting Director of Finance
Kenn Mount, Director of Community Safety
Cam Preece, Manager of Wastewater
Laura Hooper, Head of Parks & Environmental Services
Ivy Campbell, Head of Planning
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins

1. CALL TO ORDER

Members of Council in attendance decided unanimously that Councillor Beddows would chair the meeting, as both Mayor Tait and Deputy Mayor McMath were absent at the start of the meeting.

Councillor Beddows called the meeting to order at 1:07 p.m.

2. FIRST NATION RECOGNITION

Councillor Beddows acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

3. APPROVAL OF THE AGENDA

2019-495

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the agenda for the November 4, 2019 Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Councillor Al Beddows, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait, Councillor Ebony Logins, and Councillor Megan McMath

**Minutes for the Special Council Meeting - Budget Deliberations Meeting
District of Sooke - November 4, 2019**

4. PUBLIC QUESTION AND COMMENT PERIOD

No member of the public provided comments.

Councillor McMath arrived at 1:09 p.m.

5. REPORTS

5.1. 2019 Service Level Review

The Chief Administrative Officer provided an overview of the service level review and the 2019 budget cycle process, requesting Council consider the financial impact that changes to services provided by the District would have on the 2020 budget.

Each department provided a high-level overview of daily tasks and objectives, along with operational and/or capital projects undertaken or planned in the 2019 budget.

MUNICIPAL COUNCIL

Resources are allocated to ensure Council is able to perform its governance and leadership role. This budget also allows for Council to administer grants to community organizations, training opportunities, event sponsorship, and community initiatives.

Council Discussion:

- Enhanced funding for community events.
 - Staff advised that an increase to events would require additional funding to Corporate Services if the District organizes the events.
- Increased community grant funding and a review of the application process.
- Review of Council Contingency; pros and cons to increasing.
- Confirmation that the travel budget will remain unchanged.

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

This department assists Council with long-term planning, providing leadership to staff, builds relationships with external agencies and oversees the municipality in its entirety.

Council Discussion:

- Budget to remain unchanged with a revaluation next year.
- Clarity that the forecasted budget for 2019 will be lower than anticipated due to the organizational review being completed in house.

Minutes for the Special Council Meeting - Budget Deliberations Meeting District of Sooke - November 4, 2019

CORPORATE SERVICES

This department fulfills statutory requirements, compiles and publishes agendas, records minutes and provides subsequent follow up, attends and supports all Council and Committees meetings, handles public hearings, advertising, bylaws/ policy management, coordinates the annual report, manages communication functions for the District, handles Freedom of Information (FOI) requests, special events, records management, manages municipal agreements and undertakes municipal elections.

Council Discussion:

- Request for costing on yearly FOI requests.
- Inquiry on the review process of bylaws & policies.
 - Staff advised that a list is under reviewed as many are no longer relevant or legislation has superseded the bylaw/policy.
- Options for contracting out event planning.
 - Staff advised that District hosted events would likely still require a staff liaison.
- Confirmation that the subscriptions and memberships are well-utilized, such as iCompass and Quickscribe which provides access to legislation.

PLANNING

This department provides advice and recommendations to Council on planning related matters, such as Zoning and Official Community Plan (OCP) amendments, development permits and variances, covenants, review of masterplans and policies. A large amount of time is spent on referral reviews for building permits, subdivisions, sign permits and communicating with external agencies.

Council Discussion:

- Appreciation for improved planning file timelines.
- Desire to increase commercial development and affordable housing, possible fast-tracking of specific developments needed in the community.
 - Staff advised that a policy would be required for Council's prioritization of applications.
- Request to prioritize the OCP review.

HUMAN RESOURCES

This department manages union bargaining, administers human resources (HR) policies, represents the employer on the Joint Health and Safety committee, handles recruitment, provides support to senior leadership and manages building maintenance.

Council Discussion:

- Clarification that building maintenance is not a usual function of HR and is being managed in this department out of necessity for the time being. A long-term solution is being considered.

Minutes for the Special Council Meeting - Budget Deliberations Meeting District of Sooke - November 4, 2019

FINANCE

This department administers payroll for over 100 employees, processes invoices, manages accounts payable and receivable, issues and collects property taxes, provides external reporting, manages capital assets, coordinates with all municipal departments, ensures accounts reconciliation, prepares and manages the 5-year financial plan, and oversees reception.

Council Discussion:

- Desire to implement an incentive program for filing homeowner grants and online.
- A reminder that the purchasing policy identifies the preferred use of local vendors only when all other requirements are equal.
- Appreciation for streamlining the tax filing process.

INFORMATION TECHNOLOGY

This department manages the municipal information technology (IT) system for the entire municipality; including 12 sites, 24/7 support for wastewater, security, unified phone system, network management, troubleshooting assistance, and IT equipment purchases.

Mayor Tait arrived at 2:26 p.m.

Council Discussion:

- The expenditure overages for telephone services are associated with the newly purchased and installed unified telephone system. There will be reduced costs in the future as the service is now in-house and utilizes the internet rather than a service provider.

GEOGRAPHIC INFORMATION SERVICES

This department collects, analyzes and manages district assets, liaises with BC assessment and land titles, compiles and enters data utilized for mapping, provides amortization entries for finance, completes survey updates and provides internal system support.

Council Discussion:

- Identified that this department is well utilized by every department.
- Desire to increase and enhance maps available to the public.

BUILDING

This department reviews building applications and plans, issues building permits, and conducts building inspections.

Council Discussion:

- Confirmation that the new Building Regulation Bylaw is in draft form and will be in front of Council in early 2020.

**Minutes for the Special Council Meeting - Budget Deliberations Meeting
District of Sooke - November 4, 2019**

ENGINEERING

This department manages the planning, design, review, construction and maintenance of municipal infrastructure, and contract services where applicable; highway maintenance, line painting, street lighting and traffic control.

Council Discussion:

- Desire to increase street lighting in various poorly lit areas of the community.
 - Staff advised that the addition of a light standard to a hydro pole can be requested, however, ornamental street lighting will carry a significantly greater cost.

SUBDIVISION

This department reviews subdivision and development files, it manages the sewer pre-purchase capacity tracking and conducts sewer serviceability reviews. The municipal approving officer resides with this department.

PARKS

This department maintains municipally owned parks, trails, washrooms, boulevards, assess hazard trees, comments on development referrals, and responds to calls for services.

Council Discussion:

- Concerns with snow and ice removal of sidewalks in the town core, options for an increased budget to accommodate the municipality providing additional service.
 - Staff advised that they have a minimal budget for snow and ice removal which would not cover the costs associated with clearing sidewalks not owned by the municipality.
 - Staff also noted that Parks currently maintains the town core boulevards and due to increased service demands, they will no longer be able to provide this service.
- Desire to see increased information/ publication on parks and trails available in the community.
- The need to review staffing to manage current and new infrastructure, facilities and parklands.

2019-496

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council include the costing of budget impacts for snow and ice removal on public sidewalks in the downtown core.

DEFEATED.

In Favour: Mayor Maja Tait and Councillor Jeff Bateman

Opposed: Councillor Megan McMath, Councillor Tony St-Pierre, Councillor Al Beddows, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins

Minutes for the Special Council Meeting - Budget Deliberations Meeting District of Sooke - November 4, 2019

WASTEWATER

This department manages and maintains the sanitary sewer treatment facility and collection systems; manholes, lift stations and piping, ensuring sample analysis is complete and regulatory compliance managed. This past year, a critical parts inventory was complete and a reassessment for 2020 is planned. The new centrifuge has been purchased and will be installed in 2020.

Council Discussion:

- Confirmation that the old centrifuge will be kept onsite as a backup.
- The sewer expansion is reliant on the completion of the sewer serviceability study, which is underway.
- Desire to receive the cost breakdown for trucking of bio-solids to Hartland.
- Desire to investigate into a metered sewer system based on water consumption.

FIRE & EMERGENCY SERVICES

This department provides emergency support services to the community, which includes; public education, fire inspections, review of new subdivisions for access, responding to emergencies, emergency preparedness, and providing mutual aid to neighbouring communities.

Council Discussion:

- Desire to have analytics and detailed information compiled into a report for the paid-on-call system.
- Agreeance that being prepared for wildfires is a priority.
- A reminder that to repurpose squad 2 requires adhering to the District's asset disposal policy.
- Assurance that the utilization of a consultant for an overview of productivity and equipment maintenance is clearly identified in the budget.

BYLAW

This department conducts bylaw enforcement in the community, reviews and issues business licences.

Council Discussion:

- Option of decreasing vehicle costs by purchasing an e-bike for bylaw officer to utilize.

The Chief Administrative Officer requested Council assess the correlation between each department's tasks, operations and projects with the 2019 Council Strategic Plan and the upcoming 2020 budget. He asked Council to identify any services that are not currently being provided they would like to be considered.

**Minutes for the Special Council Meeting - Budget Deliberations Meeting
District of Sooke - November 4, 2019**

Council Discussion:

- Request to reprioritize the Economic Coordinator/ Grant Writer position, to enable the District to apply for grants that are applicable to municipal projects.
- Increase committees. An evaluation of committee types and support needs to be evaluated.
 - A Special Council meeting will be scheduled for Monday, November 25, 2019, at 1:00 p.m. to assess Council committees.
- The opportunity for community capacity building in relation to community engagement as opposed to economic development.
- Possibility of the Climate Change Action Committee obtaining a budget
 - The committee will request funding from Council contingency.

2019-497

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:

THAT Council directs the CAO to have the following service level changes included in the first draft of the 2020-2024 financial plan, with associated financial impacts:

- Review the purchase of an e-bike for bylaw officers to utilize.
- Assessment of sewage charges based on water consumption.
- Review staffing to manage current and new infrastructure, facilities and parks.
- Increase street lighting on BC Hydro poles.
- Review options for increasing community grant funding.
- Council contingency review.
- Increase committee support.
- Re-prioritize community economic development/ grant writer coordinator.
- Review of the removal of the town core parking lease.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Megan McMath, Councillor Tony St-Pierre, Councillor Al Beddows, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins

6. NEW BUSINESS

There were no new business items added.

7. ADJOURNMENT

2019-498

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:

THAT The Special Meeting of Council be adjourned at 5:26 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Megan McMath, Councillor Tony St-Pierre, Councillor Al Beddows, and Councillor Dana Lajeunesse

Absent: Councillor Ebony Logins

**Minutes for the Special Council Meeting - Budget Deliberations Meeting
District of Sooke - November 4, 2019**

Certified Correct:

**Maja Tait
Mayor**

A handwritten signature in black ink, appearing to read 'Majatait', written over a horizontal line.

**Carolyn Mushata
Corporate Officer**

A handwritten signature in blue ink, appearing to read 'CMushata', written over a horizontal line.



MINUTES
District of Sooke
Special Council Meeting
November 18, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Patti Rear, Deputy Corporate Officer
Raechel Gray, Acting Director of Finance
Kenn Mount, Director of Community Safety/ Fire Chief
Medea Mills, Bylaw Enforcement Officer (left at 7:58 pm)
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

3. APPROVAL OF THE AGENDA

2019-499

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the agenda for the November 18, 2019, Special Council meeting, be adopted as amended:

- Addition of Supplementary Information for Item No. 4.1. *Appeal* for 2076 Otter Point Road, provided on table.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

4. PUBLIC AND STATUTORY HEARINGS

4.1. Appeal - 2076 Otter Point Road

Mayor Tait invited Dennis Woodward, of Denwood Holdings Ltd., to address Council.

Mr. Woodward provided an overview of his remediation efforts to the building exterior, expressing concern of unfair treatment by the inclusion of past owners' failure to upkeep the property in the staff report and the negative light cast on him due to this situation. Mr. Woodward requested Council remove or extend the demolition request.

Mayor Tait read aloud the letter provided by Mr. Woodward.

The Bylaw Enforcement Officer noted that due to a procedural error the recommendation is to extend the remedial action for 30 additional days. Noting, that a number of issues have remained outstanding for an extended period of time, such as; structural integrity, fire inspection review and life safety issues.

Public Input:

- There were no contributions from the public.

Council Discussion:

- The cost associated with remediating is unknown.
- Lack of schedule from the owner to display plans for remedial efforts.
- Reiteration that Council supported Option A at the September 9, 2019, Regular Council meeting, which included the demolition and removal of the building no later than 30 days after notice of remedial action.
- There is extensive work, and associated costs, required to bring the property into compliance.
- Councillor McMath was opposed to proceeding with the demolition recommending a larger extension of time for Mr. Woodward to prepare a schedule and complete remedial work.
 - The Chief Administrative Officer advised Council that for the building to come into compliance a registered professional, at the initiation and cost of Mr. Woodward, should have already scheduled works to be completed and an associated timeline. However, this remains unprepared or presented to the District, as of this meeting.
- The process for repayment for remedial action, executed by the District, would fall onto the owner and if unpaid, the outstanding invoice would be added to the property taxes.

2019-500

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council extend the time limit for fulfillment of the remedial action order issued at the September 9, 2019, Regular Council meeting, for an additional 30 days after notice of this remedial action requirement extension is given, in accordance with section 77 of the *Local Government Act*.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse
Opposed: Councillor Megan McMath

4.2. Five Year Financial Plan Amendment Bylaw No. 751 (731-01), 2019

A bylaw to amend the *Five Year Financial Plan* for the years 2019-2023.

2019-501

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council adopt the bylaw cited as *Five Year Financial Plan Amendment Bylaw No. 751 (731-01), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

4.3. Business Licence Amendment Bylaw No. 753 (301-02), 2019

A bylaw to amend Schedule A of the *Business Licence Bylaw* to change the definition of Commercial.

2019-502

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT Council adopt the bylaw cited as *Business Licence Amendment Bylaw No. 753 (301-02), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

5. ADOPTION OF MINUTES

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

- October 28, 2019 - Regular
- November 4, 2019 - Special

2019-503

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT the minutes of the October 28, 2019, Regular meeting and November 4, 2019, Special meeting of Council, be adopted as amended:

- Removing the late Councillor Parkinson's name from the resolutions in the October 28, 2019, meeting minutes.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Minutes for the Special Council Meeting of the District of Sooke - November 18, 2019

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative officer reported on the following:

- Meetings with the Sooke Economic Development Gr and Sooke Community Association members.
- Work with a contract grant writer for assistance in obtaining funding for the enhancement of the current wastewater collection system is underway.
- Acting Director of Development Services, Patrick O'Reilly, will be leaving at the end of November and the role will remain vacant until filled, the District hopes to permanently fill the role by early 2020.
- The Approving Officer role will be filled 2 days a week, on a contract with Jeff Mitton, to fill the current void until permanently filled.

Medea Mills left the meeting at 7:58 p.m.

7. PUBLIC QUESTION AND COMMENT PERIOD

There were no public contributions.

8. REPORTS

8.1. External Committee/Commission Liaison Appointments

Council liaison roles ending this calendar year require re-appointment.

Mayor Tait clarified that Councillor Bateman will remain as the alternate for her position for SEAPARC, under the appointment to the CRD.

The appointments for the following groups were delayed to a future meeting:

- Sooke Region Tourism Association
- Sooke Region Historical Society
- Edward Milne Community School (EMCS) Society
- Sooke Region Community Health Initiative (Age-Friendly Committee)
- Sooke Economic Development Working Group

2019-504

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council appoint Councillor Jeff Bateman as the Alternate for the Capital Regional District Board until the next general local election.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-505

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council appoint Councillor Dana Lajeunesse as Sooke's representative to the Capital Regional District Arts Commission until the next general local election; and

THAT Council appoint Councillor Al Beddows as Sooke's alternate representative to the Capital Regional District Arts Commission until the next general local election.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-506

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council appoint Councillor Jeff Bateman as Sooke's representative to the Vancouver Island Regional Library board for a one-year term, commencing January 1, 2020, and expiring December 31, 2020; and

THAT Council appoint Councillor Ebony Logins as Sooke's alternate representative to the Vancouver Island Regional Library board for a one-year term, commencing January 1, 2020, and expiring December 31, 2020.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-507

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council appoint Councillor Al Beddows as Sooke's representative to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for a one-year term, commencing January 1, 2020, and expiring December 31, 2020; and

THAT Council appoint Councillor Dana Lajeunesse as Sooke's alternate representative to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for a one-year term, commencing January 1, 2020, and expiring December 31, 2020.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Minutes for the Special Council Meeting of the District of Sooke - November 18, 2019

2019-508

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council appoint Mayor Maja Tait as Sooke's representative to the Te'mexw Treaty Advisory Committee for a one-year term, commencing January 1, 2020, and expiring December 31, 2020; and

THAT Council appoint Councillor Ebony Logins as Sooke's alternate representative to the Te'mexw Treaty Advisory Committee for a one-year term, commencing January 1, 2020, and expiring December 31, 2020.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-509

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council appoint Councillor Jeff Bateman as Sooke's representative to the Victoria Family Court & Youth Justice Committee for a one-year term, commencing January 1, 2020, and expiring December 31, 2020.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-510

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council appoint Councillor Ebony Logins as Sooke's representative to the Juan de Fuca Water Distribution Commission for a three-year term, expiring December 31, 2022; and

THAT Council appoint Councillor Megan McMath as Sooke's alternate representative to the Juan de Fuca Water Distribution Commission for a three-year term, expiring December 31, 2022.

and Electoral Area Parks and Recreation Commission.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-511

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council appoint Councillor Tony St-Pierre as Sooke's representative to the Capital Regional District Water Supply Commission for a three-year term, expiring December 31, 2022; and

THAT Council appoint Councillor Megan McMath as Sooke's alternate representative to the Capital Regional District Water Supply Commission for a three-year term, expiring December 31, 2022.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-512

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council direct staff to advertise for two public "community member", and one (1) Youth, representatives for the Sooke and Electoral Area Parks and Recreation Commission.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

8.2. Policy CO-003: Community Grant & Sponsorship Policy

The Chief Administration Officer provided a brief overview of the written staff report, identifying that policy has been recreated based on feedback received from Council.

Council Discussion:

- Desire to have a committee formed to review all applications and provide a recommendation to Council.
- Concern that the measurement for *Assessment Criteria* is subjective, an evaluation tool should be created and included in the policy to assure consistency across all applications.
- Concerns with financial accountability, a thorough review is required to assure funds are appropriately utilized.
- Clear definition required of participation and utilization of the group or association requesting funding, to ensure value of service.
- Appreciation for a September deadline to ensure alignment with the District budget.

The Deputy Corporate Officer suggested Council defer the policy to a Committee of the Whole meeting, as the writer of the policy is not in attendance and it would allow for a more fulsome discussion.

2019-513

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council refer the review of Policy CO-003: *Community Grant & Sponsorship Policy*, to a Committee of the Whole meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

8.3. UBCM CEPF Grant Application - Fire Dept. Equipment & Training

The Director of Community Safety provided an overview of the written staff report seeking Council's approval to apply for grant funding through UBCM for improvements to equipment and training for the community safety department.

2019-514

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council endorse a funding application to UBCM's Community Emergency Preparedness Fund - Volunteer & Composite Fire Departments Equipment & Training stream - for \$25,000 to support the Sooke Fire Rescue Department's Equipment and Training needs; and

THAT Council authorize staff to provide overall grant management in order to receive this funding.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

8.4. FCM Resolutions

Mayor Tait provided an overview of the FCM resolution process.

2019-515

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the FCM Resolutions report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

9. CONSENT AGENDA

It was moved and seconded THAT Item No. 9.1. be adopted by general consent.

CARRIED.

Minutes for the Special Council Meeting of the District of Sooke - November 18, 2019

9.1. Correspondence from July 2019 to November 5, 2019

- THAT the correspondence from July 16, 2019, to November 5, 2019, be received for information.

ADOPTED ON CONSENT

10. NEW BUSINESS

10.1. Notice of Motion from Councillor Tony St-Pierre re: Outdoor Burning Regulations

Councillor St-Pierre provided an overview of his notice of motion, highlighting the concerns regarding clean air for residents and is requesting options for enhancement to the burning bylaw for Council's review.

Council Discussion:

- The option of deferring to the Climate Change Action Committee for comment and suggestions.
- The requirement to adhere to the Provincial regulations.
- A thorough review of open burning allowances should be reviewed.
- A requirement for burning permits, limiting the number per weekend or area.
- Inclusion of options for allowable burn dates throughout the year.
- Potential for municipal yard waste disposal to discourage backyard burning and roadside/ park dumping.
- Increased fines associated with burning garbage.
- Councillor McMath was opposed to staff time being allocated to the research and implementation of heavy burning regulations, as this is a minimal issue.

The Chief Administrative Officer advised Council of the importance of utilizing their Council Strategic Plan in deciding their priorities, highlighting the Waste Management is currently identified as a "next" priority and associated impacts of changing the priorities set out in the strategic plan will be included in the report.

2019-516

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council request a staff report on air quality issues related to outdoor burning, including options for resolution.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Opposed: Councillor Megan McMath

10.2. Notice of Motion from Mayor Maja Tait re: Sister City Relationship

Mayor Tait provided an overview of the ongoing relationship the District of Sooke has with the City of Natori, desiring affirmation of the relationship with official sister city status.

2019-517

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council direct staff to provide a report on transforming its "friendship city" relationship to a formal "sister city" relationship with the City of Natori, Japan.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

11. CORRESPONDENCE REQUIRING ACTION

11.1. Good Food Summit Invitation - Nov 21-22 - Songhees Wellness Centre

An event that supports municipalities in their efforts towards more resilient and sustainable food systems.

2019-518

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT Council approve Councillor Logins, Councillor St-Pierre and Councillor Lajeunesse, to attend the Good Food Summit, with the funds to come from Council Contingency.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

11.2. Sooke School District 62 - Letter of Congratulations

Council Discussion:

- Appreciation for the recognition of Councillor Lajeunesse's success in obtaining a seat on Council.
- A desire for information on capital projects scheduled for Sooke in the upcoming budget cycle.

2019-519

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:

THAT Council request staff contact School District 62 Administration requesting they present their capital project priorities for Sooke at a Committee of the Whole meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

11.3. Proposed increase to the Capital Regional District Budget

A roundtable discussion ensued regarding the tax implications associated with the CRD and the process in which the CRD budget impacts the region.

2019-520

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

11.4. LGLA 2020 Leadership Forum

Council Discussion:

- The knowledge obtained from these forums is exceptionally useful and valuable to Council who are able to attend.
- Not all members of Council should attend, those who do will report back on the information they receive.

2019-521

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council approve Councillor Jeff Bateman and Councillor Lajeunesse, to attend the 2020 LGLA Forum, with the funding to come from Council Travel/ Conferences budget.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

11.5. Sooke Region Museum and Visitor Centre Reporting Structure

Mayor Tait provided an overview of the governance model and associated reporting structure of the Sooke Museum.

2019-522

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

12. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported on:

- Attendance at the Livable Cities Forum.
- Participation with the Climate Caucus.

Councillor Logins reported on:

- Apologizing for missing the Fire Department banquet and the Remembrance Day celebration.

Minutes for the Special Council Meeting of the District of Sooke - November 18, 2019

Councillor McMath reported on:

- Attendance at the Sooke Island Divisions of Family Practice meeting.
- Attendance at the Coastal Ferry Vision Forum.
- Attendance at the Capital Region Emergency Services Telecommunications (CREST) meeting.
- Volunteerism with the Sooke Salmon Hatchery.

Mayor Tait reported on:

- Positive feedback from the community regarding the Cains Park staircase.
- Issues associated with bus transportation in small communities.
- Utilizing the Makerspace at Edward Milne Community School (EMCS).

13. ADJOURNMENT

2019-523

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the November 18, 2019, Special Council meeting be adjourned at 9:50 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

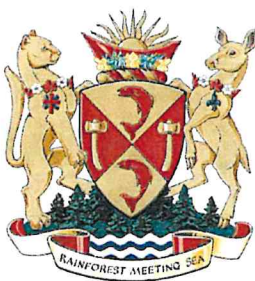


Maja Tait
Mayor

Certified Correct:



Patti Rear
Deputy Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
November 25, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Raechel Gray, Acting Director of Finance
Kenn Mount, Fire Chief & Director of Community Safety
Ivy Campbell, Manager of Planning
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER – CLOSED PORTION

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(i),(k), (l) and (m) of the *Community Charter* as it pertains to negotiations respecting legal advice, the proposed provision of municipal services, municipal objectives and under another enactment, is such that the public may be excluded from the meeting.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the November 25, 2019 Regular Council meeting to order at 7:00 p.m.

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council meetings take place on the territory of the T'Sou-ke First Nation.

5. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no New Business or Supplementary agenda items presented.

6. APPROVAL OF THE AGENDA

2019-533

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT the agenda for the November 25, 2019 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

7. DELEGATIONS

7.1. RCMP Quarterly Report - S/Sgt Brent Sinden

Staff Sergeant Brett Sinden addressed Council and provided an overview of the written RCMP quarterly report provided in the agenda package. S/Sgt Sinden offered his initial impressions of a fully staffed detachment with dedicated members and volunteers who enjoy strong community support. Updated statistics and information on administration staffing challenges were provided to Council and S/Sgt Sinden sought feedback on Council's preferences for meaningful reports to Council moving forward and ways in which they'd like to participate in setting annual performance plan measures.

Council discussion:

- Suggestion of joint communication efforts in case of major incidents.
- Request for update on status of Vancouver Island Major Crimes unit. S/Sgt Sinden stated he would report back to Council with an update.
- Community support in fundraising efforts for Tour de Rock.
- Reflection on unique challenges of the Sooke detachment including large area extending to Port Renfrew.
- Challenges of increasing number of mental health related calls.
- Proactive planning to keep staffing levels on par with community need as population increases.
- Possibility of a Protective Services Committee as Council looks to determine an internal committee structure.

2019-534

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council receive the RCMP Quarterly Report, dated October 7, 2019, for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Councillor Bateman declared a conflict of interest due to his role as a Board member of the EMCS Society and left the meeting at 7:22 p.m.

Councillor Logins declared a conflict of interest due to her previous employment with the EMCS Society and left the meeting at 7:22 p.m.

7.2. Edward Milne Community School Society

- Request for Funding - Theatre Seats

Anne Bell, representing the Edward Milne Community School (EMCS) Society, provided Council with an overview of the request for funding to replace EMCS theatre seats. Ms. Bell spoke to EMCS Society fundraising efforts to date, as well as future fundraising plans, for an estimated total of \$55,500 raised. The Sooke School District has committed to funding \$50,000. Initial project costs were quoted at \$120,000, however Ms. Bell stated that higher quality material is being sought in order to extend the longevity of the seats.

Council discussion:

- Clarification regarding specific dollar amount requested. Ms. Bell estimated that the project will cost \$150,000 and that she is hoping the District of Sooke will provide approximately one-third of the cost in order to be an equal funding partner with the School Board and EMCS Society.
- Clarification that the project cannot be completed in phases as available materials will change over time. Based on experience with another regional school, the School District has stated the entire project must be completed at once.
- Council entering 2020 budget discussions in early December.
- Possibility of grant funding. Ms. Bell stated that EMCS has been looking for other grant funding opportunities.

2019-535

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to include consideration of funding EMCS Community School Theatre seats in an amount up to \$45,000 for December 5 budget discussions.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Jeff Bateman, Councillor Ebony Logins

Councillors Bateman and Logins returned to the meeting at 7:41 p.m.

7.4. BC Housing - Malcolm McNaughton

- Opportunities for Sooke

2019-536

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:

THAT Council extend the delegation for BC Housing to 15 minutes.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Malcolm McNaughton, Director of Development for BC Housing (Vancouver Island) provided a PowerPoint presentation and overview of the housing spectrum addressed by various BC Housing programs. The Building BC stream addresses homelessness, housing with supportive services, and social housing while the Housing Hub stream includes affordable rental housing and affordable homeownership. Housing Hub also includes a Community Housing fund, an Indigenous Housing fund, a Supportive Housing fund and a Women's Transition Housing fund. Mr. McNaughton also spoke to the Regional Housing First partnership between BC Housing, the CRD and the Canadian Mortgage and Housing Corporation (CMHC), which will fund several upcoming projects in Sooke.

Council discussion:

- Several housing projects are underway in Sooke that access BC Housing funds. Clarification as to whether Sooke is eligible for funding of additional projects that might arise.
- Mr. McNaughton explained the assessment criteria used to evaluate funding requests and suggested any new project should demonstrate solutions to an issue addressed in the Housing Needs Assessment and have a reputable operator in order to be considered.
- Anticipated timelines for 2020 funding.
- Mr. McNaughton stated he was happy to work with staff to provide feedback on any proposed project until such time as call for funding applications is issued.

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

8.1. The Chief Administrative Officer provided a verbal update on the following:

- Acting Director of Finance is preparing to present the first draft of the 2020 budget at a Special Council meeting on December 5, 2019.
- Review of several regional fire service agreements underway with some changes expected in the coming months.
- Attending a meeting with the Chief Administrative Officer in Langford to discuss their new tourism plan and possible synergies with Sooke.
- Interviews complete for the Director of Operations position.
- Moving forward with two items Council has identified as priorities in the Strategic Plan, including communications and green infrastructure.

9. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Mrs. E. Lewers spoke to item 7.1 RCMP Quarterly Report, Item 7.2 EMCS

Society Request for Funding, and Item 12.2 Firearms and Bow Use Bylaw. Mrs. Lewers asked for clarification regarding the number of police calls related to mental health and the associated protocols, as well as the rationale for restricting firearms use to large properties in the Agricultural Land Reserve. Mrs. Lewers also inquired as to the possibility of repairing chairs at EMCS, rather than replacing them.

10. CONSENT AGENDA

2019-537

It was moved and seconded that Item No. 10.1. be adopted by general consent.

CARRIED.

10.1. Correspondence Received

- THAT the correspondence from November 5, 2019, to November 17, 2019, be received for information.

11. REPORTS

11.1. Age-Friendly Grant Application

Council discussion:

- A community accessibility discussion to be held at Sooke Community Hall on November 27 from 1-4 pm in the Dining Hall.

2019-538

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:

THAT Council support a grant application to the Age-friendly Communities 2020 Program to provide local engagement to seniors that will holistically inform the implementation of future transportation and traffic safety capital works from the Transportation Master Plan, and

THAT Council direct staff to provide overall grant management.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

11.2. Development Permit - 6671 Wadams Way

The Head of Planning provided a PowerPoint presentation and overview of the staff report, recommending the approval of Development Permit PLN01421 for the construction of a Vancouver Island Regional Library branch.

Council discussion:

- Thank you to everyone involved for all the work on this project.
- Clarification regarding construction timeline. Rod Windjack, representing HD Architecture responded that the timeline will be contingent upon the issuance of a Building Permit, but that once issued, a 16-month construction period is anticipated.

- Request for a joint ground-breaking ceremony. Rosemary Bonanno, Executive Director of Vancouver Island Regional Library stated that such ceremonies are regular practice for community libraries.
- Councillor Bateman provided an overview of the 11-year history of the new library project in Sooke.
- Confirmation that the existing library will remain open until the new one is completed.
- Request for step-code analysis of building. Mr. Windjack responded that the building has gone through an energy analysis, but that further design drawings will be required before a full step-code analysis can be completed.

2019-539

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:

THAT Council approve Development Permit PLN01421 (as attached) for the subject property municipally addressed 6671 Wadams Way.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-540

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT prior to issuance, the applicant provide a landscape estimate for review and approval by the Manager of Planning and Head of Parks and Environment, enter into a Landscape Agreement with the District of Sooke and provide a landscape bond of 110% of the cost estimate for soft and hard landscaping.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

11.3. Appointment of Approving Officer

2019-541

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT Council rescind the appointment of Rob Howat as Approving Officer; and

THAT Council appoint Jeff Mitton as Approving Officer, under Section 77 of the *Land Title Act*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

12. BYLAWS

12.1. Firearms and Bow Use Bylaw No. 659, 2019

The Bylaw Enforcement & Compliance Officer provided an overview of the written staff report, recommending amendment of Bylaw No. 659, *Firearms and Bow Use Bylaw*, 2019. In response to a question from the Public Question and Comment Period, clarification was provided that it is common practice across municipalities to restrict firearms and bow use to larger lots in the Agricultural Land Reserve (ALR).

Council discussion:

- Further clarification regarding larger lots in ALR and safe use of firearms and bows.
- Concern that hobby farmers on smaller lots outside of the ALR are still affected by crop damage but limited by the bylaw.
- Federally licensed use of a registered firearm is subject to safety restrictions under the *Firearms Act* and *Criminal Code*. Additional restrictions may not deter people who choose to use firearms unsafely but may add unnecessary restrictions to safe use.
- Clarification regarding intent and history of bylaw. Originally brought forward at request of CRD Director Hicks regarding geese, with concerns arising around bow hunting of deer on Whiffin Spit at the same time. Bylaw attempts to address both issues.
- Process of bylaw contravention complaint would involve RCMP and Conservation Officers as necessary.
- Concern that bylaw restricts activity protected under the *Right to Farm Act*.
- Staff have received a legal opinion on the bylaw, which will be circulated to Council.

2019-542

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT Council postpone consideration of the Firearms and Bow Use Bylaw No. 659 until the next regular council meeting.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

12.2. Zoning Amendment Bylaw No. 747 (600-75), 2019 - 2020 Kaltasin Road

- Prior to adoption conditions
- Consideration of adoption

The Chief Administrative Officer provided an update to the written staff report stating that the rezoning of the subject property was subject to two conditions, one of which has been met. The dedication of a road right-of-way is outstanding, but should the rezoning proceed the applicant will be required to apply for a building permit and business license and the road dedication can be made at that time.

2019-543

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council receive this report for information.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-544

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT the bylaw cited as Zoning Amendment Bylaw No. 747 (600-75), 2019, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

12.3. Fees and Charges Bylaw No. 752, 2019

The Corporate Officer provided an overview of the written staff report, outlining the history of fees and charges levied by the municipality and the rationale for suggested changes. The proposed fees and charges contained in the new bylaw are recommended to reflect actual cost recovery rates and are in line with generally accepted rates in the region.

Council discussion:

- Clarification that several items listed in the bylaw are required due to Freedom of Information Act legislation.
- Detailed analysis of revenue implications to be included in upcoming budget discussions.

2019-545

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council give First, Second and Third Reading to the bylaw cited as *Fees and Charges Bylaw No. 752, 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Brenda Parkinson, and Councillor Tony St-Pierre

12.4. Various Amendment Bylaws related to Fees and Charges

2019-546

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council give First, Second and Third Reading to the bylaw cited as *Animal Regulation and Impounding Amendment Bylaw No. 754 (392-3), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-547

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Megan McMath:

THAT Council give First, Second and Third Reading to the bylaw cited as *Blasting Regulation Amendment Bylaw No. 755 (72-2), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-548

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:

THAT Council give First, Second and Third Reading to the bylaw cited as *Building Regulation Amendment Bylaw No. 756 (70-08), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-549

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council give First, Second and Third Reading to the bylaw cited as *Business License Regulation Amendment Bylaw No. 757 (301-3), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-550

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council give First, Second and Third Reading to the bylaw cited as *Community Parks Regulation Amendment Bylaw No. 758 (101-4), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-551

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:

THAT Council give First, Second and Third Reading to the bylaw cited as *Development Procedures Amendment Bylaw No. 759 (490-1), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,

Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-552

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council give First, Second and Third Reading to the bylaw cited as *False Alarm Amendment Bylaw No. 760 (66-1), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-553

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Megan McMath:

THAT Council give First, Second and Third Reading to the bylaw cited as *Fire Protection Services Amendment Bylaw No. 761 (292-7), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-554

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Megan McMath:

THAT Council give First, Second and Third Reading to the bylaw cited as *Fireworks Regulation Amendment Bylaw No. 762 (286-1), 2019*.

CARRIED UNANIMOUSLY

In Favour: Councillor Megan McMath, Councillor Dana Lajeunesse, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Tony St-Pierre

2019-555

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT Council give First, Second and Third Reading to the bylaw cited as *Flood Regulation Amendment Bylaw No. 763 (561-1), 2019*.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-556

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council give First, Second and Third Reading to the bylaw cited as *Nuisance (Controlled Substance) Property Amendment Bylaw No. 764 (268-1), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-557

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council give First, Second and Third Reading to the bylaw cited as *Sign Regulation Amendment Bylaw No. 765 (480-1), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-558

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council give First, Second and Third Reading to the bylaw cited as *Deposit of Soil Prohibition Amendment Bylaw No. 766 (1473-2), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-559

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Ebony Logins:
THAT Council give First, Second and Third Reading to the bylaw cited as *Soil Removal Prohibition Amendment Bylaw No. 767 (1472-2), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-560

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council give First, Second and Third Reading to the bylaw cited as *Subdivision and Development Standards Amendment Bylaw No. 768 (404-1), 2019.*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-561

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council give First, Second and Third Reading to the bylaw cited as *Traffic and Highways Regulation Amendment Bylaw No. 769 (67-3), 2019*

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

13. NEW BUSINESS

There were no New Business items presented.

14. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- SEAPARC meeting on Thursday, November 28 will include a walk-through of the new building. Council is invited to attend.

Councillor Logins reported on:

- Affordable Housing Committee meeting Thursday, November 28 at 1:00 p.m.
- Attending the Good Food Summit, where local farmer Mary Alice Johnson received a lifetime achievement award. The summit provided an opportunity to hear about the challenges faced by new and young farmers and engage with a passionate group of people.

Councillor St-Pierre reported on:

- Attending the Good Food Summit and a session regarding policy and bylaw work to support food sustainability.
- Attending the first meeting of the Climate Caucus regarding food security. Council is invited to attend any Climate Caucus meeting.

Councillor Bateman reported on:

- Attending the Vancouver Island Regional Library meeting.
- Hearing the BC Representative for Children and Youth speak at a Victoria Family Court and Youth Justice Committee meeting on the 60th anniversary of the United Nations' declaration on the rights of the child.
- Speaking at the CRD Parks meeting on November 27 where a potential off-leash exemption for kilometres 49-55 of the Galloping Goose trail will be discussed.

Mayor Tait reported on:

- Sooke Santa Parade on Sunday, December 1. Council to meet at 4:30 pm.
- Decision to not host a New Years' Levee in 2020
- CRD to form an advisory group to shape regional mountain bike policy.
- Participating in a radio interview regarding transit improvement.
- Upcoming FCM board meetings.
- Attending UBCM board orientation and setting workplan for the upcoming year.
- Attending the Alberta Rural Municipalities Conference in Edmonton.

15. CORRESPONDENCE

Victoria Family Court & Youth Justice Committee

- Request for discussion by Councillor St-Pierre

Councillor Bateman read out a written statement prepared for the Victoria Family Court and Youth Justice Committee outlining how Sooke is responding to the Truth

and Reconciliation Commission's 94 Calls to Action.

2019-562

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council support Councillor Bateman's submission to the Victoria Family Court & Youth Justice Committee Annual Report.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

16. ADJOURNMENT

2019-563

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:

THAT the November 25, 2019 Regular Council meeting be adjourned at 9:45 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
November 25, 2019 1:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Ebony Logins
Councillor Megan McMath
Councillor Tony St-Pierre
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Acting Director of Finance
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the November 25, 2019 Special Council meeting to order at 1:01 p.m.

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council meetings take place on the territory of the T'Sou-ke Nation.

3. APPROVAL OF THE AGENDA

2019-524

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:

THAT the agenda for the November 25, 2019, Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

4. PUBLIC QUESTION AND COMMENT PERIOD

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

5. REPORTS

5.1. Committees

- Current Policy Review
- Vision for Committee Work
- Community Capacity Building
- Council's Role in Committee Work
- Funding/ Support for Committee Work

General discussion:

- Role of committees are to make recommendations to Council.
- Committees may also be used as community engagement tool if structured and facilitated with that purpose.
- Example of Engagement Framework from City of Victoria includes spectrum of engagement that includes the statement "we will implement what you decide" which could be interpreted as abdication of Council responsibility for decision-making.
- Collaboration as ultimate goal may be better received. Council will need to assess where on the engagement continuum they wish to be.
- Council wishes to move forward with purposeful committees including a structure that facilitates meaningful engagement and communication with Council.
- Residual tension exists in the community regarding previous committee work that was not actioned by Council.
- Desire to empower committees with a clear understanding of what will happen with the work they produce.
- Establish a reporting structure that allows for two-way conversation on regular basis between committees and Council.
- Staff support for committees helps to facilitate information flow but capacity to support many committees is limited.
- Option to combine committees with very specific mandates into larger umbrella committees.
- November 2016 Council discussion regarding committee structure yielded suggestion of three larger committees: Community Safety and Protective Services, Community Development, and Arts and Culture. Proposed structure did not receive Council support at the time. May be an option for future consideration.
- Committee mandates should not create redundancy between committees and staff.

Status of current committees:

Primary Health Care Services Working Group:

- Chaired by Mayor Tait but considered outside of Council Committee Structure. Will continue to meet in new year.
- Benefit of having another Council member involved in this working group.

Climate Change Action Committee:

- Mandate and term active through December 2020.

Minutes for the Special Council Meeting of the District of Sooke - November 25, 2019

- Desire to change the name of the committee to "Climate Action Committee"
Council always welcome to attend as members of the public.

Affordable Housing Committee:

- Meeting scheduled for November 28 will include discussion regarding future of the committee.
- Possibility of removing the word "affordable" and remaining as general housing committee.

Sooke Program of the Arts (SPA) Committee:

- Placed on hold as committee requires renewed direction and mandate as well as appointed Council member.
- Events to be added to SPA Terms of Reference.

Prospective new committees:

Youth Engagement Committee:

- Terms of Reference have been drafted an action plan to effectively establish is required.
- Has been discussed as a possibility for many years.
- Opportunity for youth to build meeting facilitation and administrative support skills.
- Mandate could include providing recommendations for tactics to achieve Council strategic goals.
- Possibility of hosting a Regular Council meeting at Edward Milne Community School to engage with high school students.

Official Community Plan (OCP) Steering Committee

- Can be discussed as the OCP is developed.

Community Grants Review Committee:

- Provides an option to bring community member perspective to funding decisions.
- Timeline for 2020 implementation would be challenging.
- Council to review applications for 2020 funding as a whole and consider option for committee at a later date.

Council Remuneration Review Committee:

- Could review remuneration best practices and make recommendations for future.
- Council member can also raise issue of remuneration changes as Notice of Motion for Council discussion.

Community Safety and Protective Services:

- Brought forward as suggestion during 2016 discussions regarding Council committee structure.

General discussion:

- Committees should be effective and meaningful with focused tasks.
- Opportunity to look at the type of work Council is taking on and the services that Council wishes to provide.
- Many community organizations doing excellent work on a number of issues. Options to support this work without the District taking on a leadership or service provision role.
- Training regarding meeting facilitation and engagement techniques for community organizations, as well as for staff and Council.
- Option of a "backbone" committee that has representatives from numerous community organizations.
- Request for workshop to explore governance models for community development and engagement.
- Chief Administrative Officer to organize workshop in the first quarter of 2020, with an implementation plan for community engagement and/or committee structure to follow.

2019-525

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:

THAT Council direct staff to schedule a Community Grants Special Council meeting following the March 15, 2020 application deadline.

CARRIED.

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse

Opposed: Mayor Maja Tait and Councillor Tony St-Pierre

2019-526

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to report back on a Terms of Reference for a Sooke Program of the Arts committee.

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Dana Lajeunesse

2019-527

MOVED by Mayor Maja Tait, seconded by Councillor Ebony Logins:

THAT Council direct staff to maintain the Primary Health Care Services Working Group and to schedule a meeting in January 2020.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Ebony Logins, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-528

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:

THAT Council direct staff to report back on a Terms of Reference for a Youth Council committee.

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Ebony Logins, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-529

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to change the name of the Climate Change Action Committee to remove the word "change" and;

THAT Council direct staff to advertise for an additional member of the Climate Action Committee due to committee member resignation, as well as notify previous applicants of the vacancy.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-530

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Council support the continuation of the Affordable Housing Committee in principle, pending an amended Terms of Reference.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

2019-531

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:

THAT Council direct staff to set up a training workshop on options for community development models.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

6. NEW BUSINESS

There were no New Business items presented.

7. ADJOURNMENT

2019-532

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT the November 25, 2019 Special Council meeting be adjourned at 3:04 p.m.

Minutes for the Special Council Meeting of the District of Sooke - November 25, 2019

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations
December 5, 2019 1:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Councillor Megan McMath, Chair
Councillor Ebony Logins
Councillor Jeff Bateman
Councillor Tony St-Pierre (arrived at 1:04 pm)
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Raechel Gray, Acting Director of Finance
Kenn Mount, Director of Community Safety
Ivy Campbell, Manager of Planning
Cam Preece, Manager of Wastewater
Laura Hooper, Head of Parks & Environmental Services
Brian Derrick, Engineering Technologist II
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Mayor Maja Tait
Councillor Al Beddows

1. CALL TO ORDER

Deputy Mayor McMath called the meeting to order at 1:00 p.m.

2. FIRST NATION RECOGNITION

Deputy Mayor McMath acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

3. APPROVAL OF THE AGENDA

2019-533

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT the agenda for the December 5, 2019, Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Ebony Logins, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait, Councillor Tony St-Pierre, and Councillor Al Beddows

Councillor St-Pierre arrive to the meeting at 1:04 p.m.

**Minutes for the Special Council Meeting - Budget Deliberations
District of Sooke - December 5, 2019**

4. PUBLIC QUESTION AND COMMENT PERIOD

The following member of the public addressed Council:

- Gerry Robins, representing Sooke Transition House Society, spoke to Item No. 5.1. referencing the funding request for an increase to Victim Services in the community and provided an overview of the program.

5. REPORTS

5.1. Draft 2020-2024 Five Year Financial Plan

The Chief Administrative Officer outlined the process for the budget meeting.

The Acting Director of Financial Services provided an overview of the draft 2020-2024 Five Year Financial Plan, highlighting the following:

- Legislation governing municipal government;
- Financial planning and accounting process;
- Cost implications to the budget include; population growth, historically low taxes, inadequate asset maintenance in the past years, and an increased call volume associated with increased population.
- Revenue is generated through property taxes, sewer parcel taxes, fees & charges for service, Development Cost Charges (DCC's) and internal transfers or grants from other government agencies.
- Expenses are identified through the operations of each department, debt, capital, and reserve transfers. The following was highlighted:
 - The District collects funds through the property taxes for external agencies such as the Capital Regional District (CRD), hospitals, Sooke School District (SD62) and the Vancouver Island Regional Library (VIRL).
 - The proposed property tax increase is reflective of an increase in staff; three (3) new full-time positions and two (2) Auxiliary staff, outside agency funding requests, internal department requests, and District Plans underway or requiring annual review.
- The associated risks with the budget include; maintaining and hiring staff, unknown costs related to building condition assessment, past heavy reliance on reserves, cost of maintaining existing sewer system and expansion decision, aging infrastructure, and rapid community growth.
- There are opportunities to obtain additional funding through grants, permits, fees, potential cannabis revenue, and increased development.
 - These opportunities are not yet reflective of the currently presented budget.
- Impacts from the Service Level Review:
- E-bike for Bylaw; capital cost through the use of the carbon tax rebate reserve and there will be a minimal operating cost for associated safety equipment.
- A sewer surcharge by water usage will be reviewed and a report to Council in mid-late 2020

Minutes for the Special Council Meeting - Budget Deliberations District of Sooke - December 5, 2019

- The two (2) new auxiliary park workers to manage new infrastructure.
- The street lighting assessment will be managed within the existing budget.
- Community grant funding for 2019 was an anomaly with a very generous budget; it was suggested that this line item not increase.
- The Council contingency was reviewed, and it was suggested that Council manage requests and prioritize within the recommended amount.
- The District will not renew the town core parking lease
- External Agency Requests included:
 - School District 62 = \$9,000 for additional crossing guard.
 - Police Victim Services = \$20,000 increase on top of the current \$8,000, with a 2% increase every year.
 - EMCS theater seats = \$45,000 (District of Sooke 1/3, School District 1/3, fundraising 1/3).

The Acting Director of Finance reviewed each department's requested increases, decreases, or changes to their individual budget. The proposed 2020 capital projects were provided with associated costs and funding sources. Finally, Council was advised on how the budget as presented will assist them in achieving the goals outlined in the 2019-2022 Council Strategic Plan.

The Chief Administrative Officer provided an overview of the next steps of the budget process, advising that comments from this meeting and the open house session on January 22, 2020, would be included in the next reading of the bylaw.

Council Discussion:

- Desire to review the budget line by line, through each department, to ensure clarity for themselves and the public.
- The need for the most up-to-date version of the budget to actuals reports for 2019, prior to 3rd reading.
- Confirmation that new positions included in the budget were identified in the service level review and organizational review, accepted by Council.
- Concerns with the use of a planning consultant budget item, prefer staff request funds from Council Contingency or the CAO's Contingency.
- The specifics associated with a Fire Consultant Master Plan are desired for the consideration of funding.
- Inclusion of hybrid options for all District purchased vehicles.
- Costs associated with office furniture and ergonomic assessments for staff.
- The tax rate increase includes all internal and external requests.
- Desire to ensure contributions to reserve funds are adequate.
- Potential areas for change, in addition to the items, noted above:
 - Removal or reassessment of additional committee support costs;
 - Reduction of Council travel budget;
 - Reduction in Community Grant funding;
 - Addition of a Climate Action line item in the budget;
 - Reduce contribution to EMCS theater seats;
 - Remove or reduce the sponsorship line;
 - Increase the Council Contingency; and
 - Review of all outside organization requests.

**Minutes for the Special Council Meeting - Budget Deliberations
District of Sooke - December 5, 2019**

The Chief Administrative Officer suggested Council provided 1st and 2nd reading to the bylaw, to ensure the process moves forward, advising that a Committee of the Whole meeting will be scheduled for Monday, February 3, 2020, for a fulsome review of each department. He confirmed that public input received at the open house and the formal public input session at 3rd reading. Any comments or questions are welcomed through info@sooke.ca attention to the Acting Director of Finance, and an online option will be considered.

Councillor Logins was opposed to giving the bylaw 1st and 2nd reading as there was not enough discussion to provide a concrete decision.

2019-534

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council give First and Second reading to the bylaw cited as *Five-Year Financial Plan Bylaw No. 770, 2020*.

CARRIED.

In Favour: Councillor Jeff Bateman, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Opposed: Councillor Ebony Logins

Absent: Mayor Maja Tait and Councillor Al Beddows

6. NEW BUSINESS

There were no New Business items presented for discussion.

7. ADJOURNMENT

2019-535

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT the December 5, 2019, Special Council meeting be adjourned at 4:30 p.m.


CARRIED UNANIMOUSLY

In Favour: Councillor Ebony Logins, Councillor Jeff Bateman, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Opposed: None

Absent: Mayor Maja Tait and Councillor Al Beddows

Certified Correct:


Megan McMath
Deputy Mayor


Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
December 9, 2019 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Councillor Jeff Bateman
Councillor Al Beddows
Councillor Megan McMath
Councillor Tony St-Pierre
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Patti Rear, Acting Corporate Officer
Kenn Mount, Director of Community Safety (left at 7:38 p.m.)
Raechel Gray, Acting Director of Finance
Ivy Campbell, Manager of Planning
Teunesha Evertse, Planner II (left at 9:10 p.m.)
Medea Mills, Bylaw Enforcement Officer (left at 9:40 p.m.)
Sarah Temple, Corporate Services Assistant

ABSENT:

Mayor Maja Tait
Councillor Ebony Logins

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

Deputy Mayor McMath recognized that Council meetings take place on the territory of the T'Sou-ke Nation.

3. APPROVAL OF THE AGENDA

2019-564

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the agenda for the December 9, 2019 Regular Council meeting, be adopted as amended:

- Addition of Supplemental Information to Item 5.2 Delegation from Sooke Region Chamber of Commerce
- Addition of Public Question and Comment Period as Item 7, with remaining headings re-numbered accordingly.
- Addition of New Business as Item 11.3. Sister City Relationship with Natori, Japan.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Minutes for the Regular Council Meeting of the District of Sooke - December 9, 2019

Absent: Mayor Maja Tait and Councillor Ebony Logins

4. ADOPTION OF MINUTES

Minutes of the Special & Regular Meetings of Council

- November 18, 2019 - Special
- November 25, 2019 - Regular

2019-565

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the minutes of the November 18, 2019 Special meeting of Council, be adopted as amended.

THAT the minutes of the November 25, 2019 Regular meeting of Council, be adopted as amended.

CARRIED UNANIMOUSLY

In Favour: Councillor Al Beddows, Councillor Tony St-Pierre, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

5. DELEGATIONS

5.1. QUARTERLY REPORT - FIRE CHIEF

- Chief Kenn Mount

The Director of Community Safety/Fire Chief provided a PowerPoint presentation and update on Fire Department and Emergency Services programs. An overview of capital projects and operational activities was presented, as well as an update on annual call volume, which is on par with previous years. The Chief reported 490 calls to date, most of which were medical 'C' and 'D' level calls; 15 structure fires; 6 chimney fires; 66 Motor Vehicle Incidents and 95 burning complaints. The average call time is 1.2 hours with total call time as 357 hours.

Council discussion:

- Impact of an additional ambulance unit in Sooke would be a reduction in wait times for medical calls.
- Possible requirement for a committee ie) Protective Services Committee as suggested by Staff Sergeant Sinden or Sooke Emergency Program Executive Committee as suggested by the Fire Chief.
- Preference for written report to be included in agenda in addition to verbal update. The Fire Chief will email his December 9 PowerPoint Presentation to Council.
- Public engagement initiatives to reduce human-caused, preventable fires.

5.2. Sooke Region Chamber of Commerce - Fee for Service Agreement

- Britt Santowski & Janet Evans

Britt Santowski, Acting President of the Sooke Region Chamber of Commerce and Janet Evans, Office Manager, addressed Council and provided an overview of their request to reinstate a Community Service Agreement with the District of Sooke. Ms.

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Santowski provided Council with a history of a previous Community Service Agreement between the Sooke Region Chamber of Commerce and the District of Sooke, and proposed deliverables for a new agreement.

Council discussion:

- Proposed services to be delivered by the Chamber of Commerce.
- Possible use of Business Licensing fees to fund Service Agreement.
- Economic Development requires a coordinated strategy and possible partnerships which may include the Chamber of Commerce.
- Request for additional information including a detailed budget projection for proposed deliverables and overall financial position of the Chamber of Commerce.
- At the request of Council, the Chief Administrative Officer provided an update on the South Island Prosperity Project.
- Council to receive a report on the recently completed Sooke Economic Analysis at December 16 Committee of the Whole meeting.
- Workshop for Council regarding community development strategies planned for January or February.
- Timeline for budget approval.
- Chamber of Commerce request for a designated Council liaison.
- Chamber of Commerce to email Council with additional information regarding budget and proposed deliverables.

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided a verbal update on the following:

- Director of Operations position has been reposted. Interviews for this position, as well as the Director of Planning and Director of Finance positions are anticipated to take place in January.
- Attending session on Sooke Region Community Health Network's work plan for 2020.
- Attending the Capital Regional District's All Council Forum.
- Introduction of District of Sooke 5-year Financial Plan at December 5 Special Council meeting.
- Special Council meeting will be scheduled for February 3, 2020 for additional budget discussions, with third reading of the Financial Plan bylaw anticipated for February 10, 2020.

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ms. S. Jones spoke regarding Item 5.2 and thanked Council for their support of Chamber of Commerce activities including attending regular Chamber meetings and the annual Business Awards, as well as the Mayor's recent support of their "Shop Local" campaign. Ms. Jones stated that she has operated a home-based business in Sooke for the past three years and spoke in support of the Sooke Region Chamber of Commerce and their initiatives.

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- Ms. B. Santowski addressed Council to reiterate the Chamber of Commerce's interest in having a designated Council liaison similar to other local organizations outlined in Item 9.6.

8. CONSENT AGENDA

2019-566

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Items 8.1 and 8.2 be adopted by general consent.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

8.1. SEAPARC Appointments

- THAT Council receive this report for information.

RPT -2019-0161, 0360-01,

8.2. Correspondence received November 5 - December 3, 2019

- THAT the correspondence from November 5 - December 3, 2019 be received for information.

9. REPORTS

9.1. Sooke Housing Needs Report

The Planner II provided a PowerPoint presentation and a brief overview of the Sooke Housing Needs Report.

Ross Blackwell, representing Urbanics Consulting, provided additional detail on the five objectives outlined in the Housing Action Plan, which include the following:

- Address market-rate housing needs
- Address non-market housing needs
- Enhance supply of rental housing
- Enhance housing affordability
- Prepare for anticipated growth in population aged 65 years and over

Mr. Blackwell commented that a key issue surrounding housing affordability is whether there are sufficient well-paying, local jobs. The Sooke Economic Analysis to be presented to Council at the December 16, 2019 Committee of the Whole meeting will provide additional insight and in conjunction with the Housing Needs Report will inform the upcoming Official Community Plan refresh.

Council discussion:

- Various models of municipal involvement in housing development.
- Impact that AirBnB units are having on rental stock vs. economic benefit of increased tourism.

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- Opportunities to leverage existing infrastructure in Town Centre or to assemble multiple small lots as a means of encouraging development.
- Possible engagement with developers to determine incentives they are interested in and obstacles to the development process.

2019-567

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council accept the Housing Needs Report and post the Housing Needs Report on the District of Sooke website;

THAT Council direct staff to use the Housing Needs Report findings to inform future updates to *Bylaw No. 400, Official Community Plan, 2010; Policy No. 13.2 Affordable Housing & Social Housing Policy, 2007; Bylaw No. 259, Housing Reserve Establishment Bylaw, 2006; and Policy No. 8.8 Secondary and Small Suites Policy, 2011.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.2. Recommendations from Affordable Housing Committee

The Planner II provided an overview of the recommendations from the Affordable Housing Committee meeting of November 28, 2019.

Council discussion:

- Changes to the BC Building Code expected to allow for increased density.
- At the request of Council, the Chief Administrative Officer commented on Council reprioritization of strategic goals and suggested that should Council so desire, reprioritization could occur at the next scheduled review.
- Addition of the word "possible" to the recommendation of support for housing on Lot A allows for further discussion as development options are considered.
- Future committee structure yet to be determined.

2019-568

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Council support the prioritization of strategies listed in the Housing Action Plan, with the exception of the following first 4 bullet points under 10.4.2 to be reprioritized from "medium priority" to "high priority":

- Continue to allow higher housing densities through secondary suites.
- Facilitate the development of duplexes, triplexes, fourplexes and wood frame apartment buildings, which are more affordable compared to other dwelling types
- Enhance the supply of manufactured homes, i.e. the development of MHP zoned lands which contains only 3 vacant parcels in the community. This would be the most efficient short-term way of enhancing the affordable housing supply in the community.
- Consider a land bank (i.e. a large body of land held by a public or private

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organization for future development or disposal)

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-569

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council reprioritize housing in the Council Strategic Plan from the "later" category to the "next" category.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-570

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Council support the possible inclusion of a housing component on Lot A.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-571

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council support housing developments that include aspects of health and social well-being, environmental sustainability and community connectedness.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-572

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council form a Land Use Committee that includes a specific housing & housing affordability mandate in the Terms of Reference.

DEFEATED.

In Favour: Councillor Jeff Bateman

Opposed: Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-573

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council discontinue the Affordable Housing Committee with housing and housing affordability to be addressed within the mandate of another Committee.

CARRIED UNANIMOUSLY

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In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.3. Comments on CRD 2018 Regional Growth Strategy Bylaw 4017 Amendment (Proposed Bylaw 4328)

The Manager of Planning provided an overview of the written staff report recommending support for the proposed amendment to the CRD Regional Growth Strategy Bylaw.

Council discussion:

- Projections for growth in Sooke suggest continued "bedroom community" status.
- Coordinated effort to create local jobs will reduce number of commuters leaving Sooke each day for work.

2019-574

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse: THAT Council direct staff to respond to the CRD referral dated October 23, 2019 with a letter of support for Bylaw No. 4328 "Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019".

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.4. 2020 Regular Council Meeting Schedule

Council discussion:

- Committee of the Whole meetings to be scheduled for the third Monday of each month at 1:00 p.m.
- Amendment to the Council Procedure Bylaw expected in January, will include COW meeting schedule.

2019-575

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council approve the 2020 Regular Council meeting schedule as follows:

January 13, 2020

January 27, 2020

February 10, 2020

February 24, 2020

March 9, 2020

March 23, 2020

July 13, 2020

July 27, 2020

September 14, 2020

September 28, 2020

October 13, 2020

October 26, 2020

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April 14, 2020
April 27, 2020
May 11, 2020
May 25, 2020
June 8, 2020

November 9, 2020
November 23, 2020
December 14, 2020

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.5. Sooke Program of the Arts (SPA) Terms of Reference

The Chief Administrative Officer provided an overview of the revised Terms of Reference for the Sooke Program of the Arts Committee.

Council discussion:

- Benefit of recruiting committee member interested in coordinating events.
- Upcoming community development workshop to guide Council decision making on future committee structure.

2019-576

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council receive the Sooke Program of the Arts (SPA) Committee Terms of Reference for information.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.6. Outstanding Committee/Commission Appointments - External

Council discussion:

- Request for Council liaison appointment from Sooke Region Chamber of Commerce.

2019-578

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

THAT Council postpone consideration of outstanding Committee/Commission Appointments (External) until after the Community Economic Development workshop in the first quarter of 2020.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

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9.7. Deputy Mayors 2020

2019-579

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council appoint the following Deputy Mayors for 2020:

January - February	Councillor Jeff Bateman
March - April	Councillor Dana Lajeunesse
May - June	Councillor Tony St-Pierre
July - August	Councillor Ebony Logins
September - October	Councillor Al Beddows
November - December	Councillor Megan McMath

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.8. Employee Service Awards

The Chief Administrative Officer provided an overview of the written staff report recognizing long-standing District of Sooke employees.

2019-580

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT Council acknowledge the following employees for their dedicated service and long-term commitment to the District of Sooke:

- Nikki Zerr, 15 years
- Leah Giles, 10 years
- Sarah Temple, 10 years

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

10. BYLAWS

10.1. Firearms and Bow Use Bylaw

The Bylaw Enforcement Officer provided an overview of the written staff report, carried forward from the November 25, 2019 Regular Council meeting pending Council receipt of previous legal opinion.

Council discussion:

- Clarification that proposed bylaw is effectively adding restrictions on bow and crossbow use to the existing Firearms Bylaw.
- Part of original rationale for a bylaw amendment was to address growing populations of Canada Geese. Proposed bylaw amendment as presented does

- Part of original rationale for a bylaw amendment was to address growing populations of Canada Geese. Proposed bylaw amendment as presented does not address this concern.
- Use of land for farming purposes is not restricted to parcels larger than two hectares located in the Agricultural Land Reserve (ALR). Proposed bylaw amendments limit farmers on smaller, non-ALR land.
- District of Saanich bylaw aligns with provincial hunting regulations and could serve as a model for Sooke.

2019-581

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council postpone consideration of the bylaw cited as Firearms and Bow Use Bylaw No. 659, 2019 to a Committee of the Whole meeting in early 2020.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.2. **Fees and Charges Bylaw No. 752, 2019**

Council discussion:

- Estimated 2020 revenue increase is \$100,000 for development and building permit fees, which has been included in this year's budget.
- Fee increases overdue for many District services.
- For reference, \$78,000 amounts to a 1% property tax increase.

2019-582

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the bylaw cited as *Fees and Charges Bylaw No. 752, 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

10.3. **Various Amendment Bylaws related to Fees and Charges**

2019-583

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:

THAT the bylaw cited as *Animal Regulation and Impounding Amendment Bylaw No. 754 (392-3), 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

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THAT the bylaw cited as *Blasting Regulation Amendment Bylaw No. 755 (72-2), 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-585

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *Building Regulation Amendment Bylaw No. 756 (70-08), 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-586

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *Business Licence Regulation Amendment Bylaw No. 757 (301-3), 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-587

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the bylaw cited as *Community Parks Regulation Amendment Bylaw No. 758 (101-4), 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-588

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:

THAT bylaw cited as *Development Procedures Amendment Bylaw No. 759 (490-1), 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-589

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *False Alarm Amendment Bylaw No. 760 (66-1), 2019*, be adopted as circulated.

CARRIED UNANIMOUSLY

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In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-590

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *Fire Protection Services Amendment Bylaw No. 761 (292-7), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-591

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *Fireworks Regulation Amendment Bylaw No. 762 (286-1), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-592

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the bylaw cited as *Flood Regulation Amendment Bylaw No. 763 (561-1), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-593

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:

THAT the bylaw cited as *Nuisance (Controlled Substance) Property Amendment Bylaw No. 764 (268-1), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-594

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *Sign Regulation Amendment Bylaw No. 765 (480-1), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-595

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *Deposit of Soil Prohibition Amendment Bylaw No. 766 (1473-2), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-596

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:

THAT the bylaw cited as *Soil Removal Prohibition Amendment Bylaw No. 767 (1472-2), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-597

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the bylaw cited as *Subdivision and Development Standards Amendment Bylaw No. 768 (404-1), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

2019-598

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:

THAT the bylaw cited as *Traffic and Highways Regulation Amendment Bylaw No. 769 (67-3), 2019, be adopted as circulated.*

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

11. NEW BUSINESS

11.1. Notice of Motion from Councillor St-Pierre

- For consideration at January 13, 2020 Regular Council meeting
- THAT Council direct staff to provide a presentation to familiarize Council with the STEP program and that staff update Council on Sooke's progress with the implementation of STEP.

Council discussion:

- Desire to become familiar with the requirements of the STEP program and the potential impact on Sooke's housing stock.
- Provincial requirement for all new construction to be in line with "STEP Code 5"

- by 2032.
- Cost savings associated with energy reduction vs. increase in initial purchase price.
- Stakeholder engagement with development community may suggest strategies to move forward with STEP implementation.
- The Chief Administrative Officer advised Council that in accordance with Section 35 of the Council Procedural Bylaw, discussion of the proposed notice of motion will be brought to the next Council meeting. The CAO also advised that staff are working on an amendment to the building bylaw for a proposed January 20, 2020 Committee of the Whole meeting and Council may wish to defer further discussion until after such time as Council has received a staff report on the building bylaw.
- Clarification that request is for further information regarding Sooke's readiness for STEP Code implementation and familiarization with current status, rather than a request to direct resources towards immediate implementation.

11.2. North Sooke Water

Council discussion:

- Council received this information via Councillor McMath from the Wilson family.
- History presented by the documents show that discussions regarding extension of drinking water infrastructure to North Sooke have gone on for many years.
- Benefits of water line extension in conjunction with highway construction.
- Competing priorities identified in Council Strategic Plan.
- Financial resources should be allocated according to greatest community need.
- Possibility of inviting CRD Water to present to Council to provide further information.

2019-599

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council receive the North Sooke Water documents for information.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Councillor Al Beddows, Councillor Megan McMath, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

11.3. Sister City Relationship with Natori, Japan

Council discussion:

- Mutual benefit of Sister City relationships.
- History of connection between Sooke and Natori.

2019-600

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to prepare a draft Memorandum of Understanding outlining

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the parameters of a Sister City relationship with the city of Natori, Japan;
AND THAT the Memorandum of Understanding be presented to Council for approval in early 2020.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

12. CORRESPONDENCE

12.1. Correspondence from Georgia Straight Alliance - Climate Accountability Campaign

Council discussion:

- Councillor St-Pierre spoke about the value of Climate Accountability Letters as a means of holding carbon-producing corporations responsible for environmental damage, without committing to take legal action.
- In 2017, District of Sooke Council and other local municipalities sent Climate Accountability Letters to fossil fuel companies. The initiative was brought forward to annual Union of British Columbia Municipalities (UBCM) conventions in 2018 and 2019 with a legal opinion sought by the City of Victoria expected to be made available to interested municipalities on a confidential basis. Sooke may wish to request this information once available.
- Value of UBCM as a vehicle to coordinate action on large issues.

2019-601

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council direct staff to prepare a Climate Accountability Letter in support of the Climate Accountability Campaign.

DEFEATED.

In Favour: Councillor Tony St-Pierre

Opposed: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

12.2. Correspondence from Parents for Safer Schools - Cellphones exceed the Safety Code 6 guidelines for radiation exposure

Council discussion:

- Issue of cell phone usage in schools is outside municipal jurisdiction.
- Councillor St-Pierre to seek further information from School District 62 regarding their guidelines on cell phone usage by students.
- Councillor Bateman will also seek additional information through the Edward Milne Community School Society.

2019-602

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:

Minutes for the Regular Council Meeting of the District of Sooke - December 9, 2019

THAT Council direct staff to draft a letter of support for the banning of cell phones in classrooms, directed to School District 62.

DEFEATED.

In Favour: Councillor Tony St-Pierre

Opposed: Councillor Al Beddows, Councillor Jeff Bateman, Councillor Megan McMath, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

12.3. Correspondence from Frederique Philip - Tim Hortons and Starbucks ranked two of the biggest plastics polluters in Canada

Council discussion:

- Councillor St-Pierre encouraged Council to consider opportunities to limit waste produced by commercial operations.
- Waste management is an issue within municipal jurisdiction.
- Various models for consideration including Tofino regulations regarding use of metal cutlery.
- Regional, Provincial, and Federal legislation changes are also being considered to reduce single use packaging.

2019-603

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT Council request the Climate Action Committee examine best practices in terms of managing retail plastic polluting in the community.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Tony St-Pierre, Councillor Al Beddows, Councillor Megan McMath, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

12.4 Correspondence from Sooke Lions' Club re: Sookarama 2020

Councillor Beddows declared a conflict of interest due to his involvement with the Sooke Lions' Club, and left the meeting at 10:42 p.m.

2019-604

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:

THAT Council direct staff to book a table for Sookarama 2020 at the \$85 rate prior to January 31, 2020.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait, Councillor Al Beddows, and Councillor Ebony Logins

Minutes for the Regular Council Meeting of the District of Sooke - December 9, 2019

Councillor Beddows returned to the meeting at 10:45 p.m.

13. COUNCIL VERBAL REPORTS

13.1. Councillor St-Pierre reported on:

- Participating in CFAF interview regarding proposed changes to Firearms Bylaw.
- Attending Sooke Community Choir performance.

Councillor Beddows reported on:

- Attending Province of BC regional health initiative session.
- Soft opening of SEAPARC's new fitness facility planned for early January, with public opening anticipated shortly thereafter.
- Recent media coverage of Norwalk Virus mentioned SEAPARC specifically, but when contacted by Councillor Beddows, the facility was unaware of the issue.

Councillor Bateman reported on:

- Attending Capital Regional District Parks and Environment Committee meeting on November 27 where Sooke's request to allow dogs off leash on kilometres 49-55 of the Galloping Goose was discussed and deferred until implementation of new dog management framework policy and decision matrix.
- Attending SEAPARC meeting.
- Participating in the Sooke Santa Parade.
- Volunteering for Fill-A-Fire Truck campaign.
- Royal Roads University request to conduct demographic study of Sooke as a part of Tourism Management Program.
- Attending Open Houses for Highway 14 upgrades and BC Transit Local Area Transit planning.

Councillor Lajeunesse reported on:

- Touring new SEAPARC facility.
- Attending regional forum of all Councils.
- Participating in the Sooke Santa Parade.
- Attending Open House for Highway 14 improvements.

Deputy Mayor McMath reported on:

- Attending Open Houses for Highway 14 upgrades and BC Transit Local Area Transit planning.
- Participating in media interviews regarding provincial investment in Sooke for CFAF, CTV and CBC radio.

Minutes for the Regular Council Meeting of the District of Sooke - December 9, 2019

14. ADJOURNMENT

2019-605


MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the December 9, 2019 Regular Council meeting be adjourned at 10:57 p.m.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

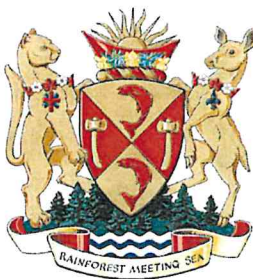


Megan McMath
Deputy Mayor

Certified Correct:



Patti Rear
Acting Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
December 16, 2019 4:00 PM
Fire Lounge
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Councillor Jeff Bateman
Councillor Al Beddows
Councillor Megan McMath, Deputy Mayor
Councillor Tony St-Pierre
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Patti Rear, Acting Corporate Officer
Sarah Temple, Corporate Services Assistant

ABSENT:

Mayor Maja Tait
Councillor Ebony Logins

1. CALL TO ORDER

Deputy Mayor McMath called the Special Council meeting of December 16, 2019 to order at 4:10 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2019-533

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:

THAT this meeting be closed to the public under section 90(1)(a) of the *Community Charter* as it pertains to personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality, or another position appointed by the municipality.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

3. CALL TO ORDER - OPEN PORTION

Deputy Mayor McMath called the open portion of the Special Council meeting of December 16, 2019 to order at 4:19 p.m.

4. FIRST NATION RECOGNITION

Deputy Mayor McMath acknowledged that Council meetings take place on the territory of the T'Sou-ke Nation.

5. APPROVAL OF THE AGENDA

2019-534

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the agenda for the December 16, 2019 Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

6. RELEASE OF CLOSED MEETING RESOLUTIONS

2019-125-IC

THAT Council Rise and Report the following:

THAT Council recommend the appointment of Jim Perkins and Dal Little as District of Sooke Resident Elector representatives to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for a two-year term ending December 31, 2021

CARRIED UNANIMOUSLY

7. ADJOURNMENT

2019-535

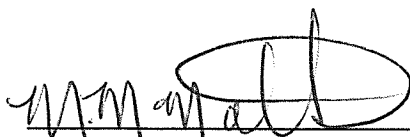
MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the Special Council meeting of December 16, 2019 be adjourned at 4:20 p.m.

CARRIED UNANIMOUSLY

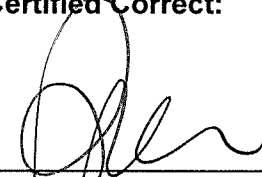
In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Ebony Logins

Certified Correct:



Megan McMath
Deputy Mayor



Patti Rear
Acting Corporate Officer