



MINUTES
District of Sooke
Regular Council Meeting
January 13, 2020 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
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Acting Director of Finance
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

2020-01.

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

THAT the agenda for the January 13, 2020 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

4. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

Council Discussion:

- The last bullet of the December 5, 2019, Special Council meeting minutes, page 12 of the agenda, requires the addition of the word "surcharge" following the word sewer.

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- The second bullet of December 16, 2019, Committee of the Whole meeting minutes, page 19 of the agenda, requires the removal of the word "removed" and replaced with "remain".

2020-02.

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

THAT the minutes of the following Council meetings, be adopted, as amended:

- November 25, 2019, Special Council Meeting
- December 5, 2019, Special Council Meeting
- December 16, 2019, Special Council Meeting
- December 16, 2019, Committee of the Whole Meeting

CARRIED UNANIMOUSLY

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

5. DELEGATIONS

5.1. Request for Exemption to Firearms & Bow Bylaw

Terrance Martin, representing Victoria Fish & Game, provided Council with a presentation requesting an exemption from the firearms bylaw for the Timberwest lands zoned RU1, located at the northern end of Phillips Road. He also requested the regulation of bows be removed from the bylaw. Mr. Martin identified that the area of concern is located in the Juan de Fuca rural resources lands and is a remote unoccupied private forest, where access is controlled through a locked gate on Butler Main.

Council Discussion:

- Clarification that the only RU1 zone being requested for exemption is the area specifically identified by the presenter, not other RU1 areas within the District.
- Desire to have staff engage with the Victoria Fish and Game Association to discuss options for changes to the bylaw.
- Municipal bylaws can only regulate bow and firearm use; Provincial legislation supersedes municipal bylaws.

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided a verbal update on the following:

- The District will host a Budget Open House in Council Chambers on Wednesday, January 22, 2020, from 2:00 - 8:00 pm.
- There is currently an online survey for residents to provide input on the budget, which is available on the District's website.
- Council will participate in a Community Development Workshop on Monday, February 3, 2020.
- A Committee of the Whole meeting is scheduled for a fulsome budget review on Monday, February 3, 2020.
- The new organizational structure was put into action on January 1, 2020.

- The Director of Planning and Development position should be filled in the coming weeks.
- Interviews for the Director of Finance and Director of Operations will be underway in the coming weeks.

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following member of the public:

- Eric Boucher spoke to Item No. 5.1, *Request for Exemption to Firearms & Bow Bylaw*, suggesting Council endorse the recommendation provided by Mr. Martin.
- Eric White spoke in support of Item No. 5.1. *Request for Exemption to Firearms & Bow Bylaw*.
- Ron Lerosé spoke to Item No. 5.1, *Request for Exemption to Firearms & Bow Bylaw*, supporting the suggested amendment and the importance of managing wildlife in the community.
- Ellen Lewers requested to speak to Item No. 10.1., *Zoning Amendment Bylaw No. 748 (600-76), 2019-2096 Kennedy Street*.
 - The Corporate Officer advised that in accordance with the *Council Procedure Bylaw* members of the public are only permitted to address Council on a bylaw after a second reading at the Public Hearing.
- Ellen Lewers spoke to Item No. 10.2. *Zoning Amendment Bylaw No. 771 (600-78), 2020 - RU1, RU2 & RU3*, suggesting all affected property owners be notified by mail.
- Mark Proget spoke to Item 8.2., *Bollards on Brailsford Recommendation*, requesting the bollards remain in place.
- Charlotte Mills spoke to Item 8.2., *Bollards on Brailsford Recommendation*, requesting that Brailsford Place remain as a cul-de-sac and that the removal of the bollards will increase traffic where there is limited visibility on the road.
- Chris Bryant spoke to Item 8.2., *Bollards on Brailsford Recommendation*, inquired into whether the original traffic study for ViewPointe Estates had been modified and suggested if the bollards are removed road and sidewalk modifications should be considered.
- Rick Robinson spoke in opposition to Item 8.2., *Bollards on Brailsford Recommendation*, providing an overview of ongoing traffic issues, suited duplexes increasing street parking and the reduction in privacy should the bollard be removed.
- Susan Schmitt spoke in opposition to Item 8.2., *Bollards on Brailsford Recommendation*.
- Alan Barr spoke in opposition to Item 8.2., *Bollards on Brailsford Recommendation*, providing a petition from local area residents.

Mayor Tait provided a brief summary of the history and events leading to the suggested removal of the Brailsford bollards.

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8. CONSENT AGENDA

8.1. Correspondence Received

- THAT Council receive the correspondence from December 4, 2019, to January 6, 2020, for information.

ADOPTED BY CONSENT

8.2. Recommendations from December 16, 2019 Committee of the Whole meeting

- THAT Council receive the Official Community Plan report for information.
ADOPTED BY CONSENT
- THAT Council accept the Economic Analysis for information and discussion.
ADOPTED BY CONSENT
- THAT Council accept the Child Care Needs Assessment and Action Plan for information.
ADOPTED BY CONSENT
- THAT Council rescind Policy 5.1., Community Grant Program Policy, 2017.
ADOPTED BY CONSENT
- THAT Council adopt Policy CO-003: *Community Grant & Sponsorship Policy*.
ADOPTED BY CONSENT

8.3. RCMP Quarterly Report

- THAT Council receive the RCMP Quarterly Report, dated November 2019, for information.

ADOPTED BY CONSENT

2020-03.

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

THAT Items No. 8.1. through Item No. 8.3. be adopted by general consent.

CARRIED UNANIMOUSLY

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

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

8.4. Recommendation from December 16, 2019 Committee of the Whole meeting

- THAT the bollards on Brailsford Place be removed.

Councillor Logins declared a conflict as a resident of the ViewPointe Estates neighbourhood and left the meeting at 7:48 p.m.

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Council Discussion:

- Concerns with the impact on Winfield Drive infrastructure if bollards are not removed.
- The design of Brailsford Place is not conducive to a cul-de-sac.
- Fire Department response times are a concern. There needs to be assurances in place that alternative solutions will be sufficient.
- If the bollards remain, a landscaped buffer should be installed to assure aesthetics of a cul-de-sac are obtained.
- Desire to abstain from a decision until the Transportation Master Plan is complete.
- Unclear on the intent of the bollards, whether the original developer meant for them to remain indefinitely or eventually be removed to connect a future road.
- If the bollards are removed traffic calming measures will need to be implemented.

2020-04.

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

THAT Council direct the issue of connecting Brailsford Place to be considered in a broader community-wide street context and that the discussions be undertaken as part of the Transportation Master Plan consultation.

CARRIED.

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, and Councillor Tony St-Pierre

Opposed: Mayor Maja Tait and Councillor Megan McMath

Absent: Councillor Ebony Logins

Councillor Logins returned to the meeting at 8:32 p.m.

The meeting was recessed from 8:33 - 8:40 p.m.

9. REPORTS

9.1. ATCO Trailer MFA Borrowing

The Acting Director of Finance provided an overview of the staff report requesting the authorization to borrow funds from the Municipal Finance Authority for the purchase of a new ATCO style trailer to increase office and meeting space at municipal hall. She advised that a lease option would end up being more expensive if the District purchased the trailer after the lease period.

Council Discussion:

- The new space would accommodate several current employees and future positions.
- Request that staff research rental options for local, offsite, retail office space.
- Concerns with accommodating staff during potential renovations, should the building assessment identify concerns that need to be rectified.

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- Concerns with spending money on the additional building prior to the completion of the building condition assessment.
- One of the goals in the Council Strategic Plan, building a reputable organization, identifies supporting staff with the necessary tools to provide excellent governance and customer service. Appropriate space to work should be a necessity.
- The resale value will be reasonable should the municipality move to a larger location or determine the trailer is no longer required.
- There will be no building code issues as the trailer will be purchased new, therefore in compliance with all current regulations.
- The trailer will not include washrooms or water, due to the proximity to the main building, but will be connected with electricity.

The Chief Administrative Officer assured Council that there would not be an additional tax increase for this purchase, as it is included in the draft budget. He advised research has been undertaken to assess alternative options.

2020-05.

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

THAT Council authorize up to \$260,000 be borrowed, under section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of purchasing a new ATCO Trailer for Municipal Hall; and

THAT the loan be repaid within 5 years, with no right of renewal.

CARRIED.

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

Opposed: Councillor Ebony Logins and Councillor Megan McMath

10. BYLAWS

10.1. Zoning Amendment Bylaw No. 748 (600-76), 2019 - 2096 Kennedy Street North

A bylaw to amend the zoning at 2096 Kennedy Street North from Large Lot Residential (R1) to Medium Density Multi-Family 2 (RM2).

Council Discussion:

- The proposed development will be all townhouses with no suites.
- Appreciation for the increase to parking allocation and visitor stalls.
- Concerns with the 2009 traffic study being utilized when there should be a more detailed requirement on the traffic impact of this development on Throup Road.
- Community garden and green space desired.

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2020-06.

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council give First and Second reading to *Zoning Amendment Bylaw No.748 (600-76), 2019* to amend the zoning of 2096 Kennedy Street North from Large Lot Residential (R1) to Medium Density Multi Family 2 (RM2).

CARRIED UNANIMOUSLY

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

2020-07.

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No.748 (600-76), 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 Dana Lajeunesse, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

2020-08.

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT prior to issuance of the first Building Permit for the site, the applicant enter into a Works and Services Agreement and install all off-site works prior to issuance of the first Occupancy Certificate for the upgrade of Kennedy Street North between Golledge Avenue and 2096 Kennedy Street North to the modified Urban Local Standard as attached.

CARRIED UNANIMOUSLY

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

2020-09.

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT prior to issuance of the first Building Permit for the site the applicant pay \$70,700.00 to Bylaw No. 259 *Housing Reserve Fund Establishment Bylaw, 2006*.

CARRIED UNANIMOUSLY

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

10.2. **Zoning Amendment Bylaw No. 771 (600-78), 2020 - RU1, RU2 & RU3 Zoning**

A bylaw to amend the conditions of use within the Watershed, Forest & Agriculture zone (RU1), Rural zone (RU2) and Small-Scale Agriculture zone (RU3) to ensure compliance and consistency between the *Sooke Zoning Bylaw* and *Local Government Act* and the *Agricultural Land Commission Act*.

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The Corporate Officer advised that the Agricultural Land Commission (ALC) informed the District of a conflict between conditions of use within the RU1, RU2 and RU3 zones and the lands designated Agricultural Land Reserve (ALR) within the District. The District does not permit intense agricultural use on lots less than 2 hectares while the ALR designation doesn't have a minimum lot size. It was noted that this is strictly a text amendment to ensure compliance with the ALC regulations. There is limited value in requesting input as the change must be completed to adhere to the ALC legislation.

Council discussion:

- Desire to have notices sent to all affected property owners, advising of the change and noting the reason for the public hearing being waived and that the District is acting to achieve Provincial compliance.
- Assurance that the District's Agricultural Plan is available to the public.

2020-10.

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

THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 771 (600-78), 2020* to amend the conditions of use within the Watershed, Forest & Agriculture zone (RU1), Rural zone (RU2) and Small Scale Agriculture zone (RU3) to ensure compliance and consistency between *Bylaw No. 600, Sooke Zoning Bylaw 2013*, the *Local Government Act* and the *Agricultural Land Commission Act*.

CARRIED UNANIMOUSLY

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

2020-11.

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council waive the holding of a Public Hearing in accordance with section 464(2) of the *Local Government Act* and require notice of the waiver in accordance with section 467 and section 468 of the *Local Government Act*.

CARRIED UNANIMOUSLY

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

2020-12.

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

THAT Council direct staff to notify all affected property owners, by mail, of the changes.

CARRIED UNANIMOUSLY

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

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10.3. Update to Sooke Regional Context Statement

A draft updated regional context statement that summarizes how the policies in the District's *Official Community Plan* (OCP) remain consistent with the policies and targets of the Capital Regional District's (CRD) 2018 Regional Growth Strategy Bylaw.

Council discussion:

- Participation is required, regardless of the plan to refresh the District's dated OCP.
- There is an obligation to ensure the District's OCP aligns with the regional growth strategy at all times, updates can be forwarded when the new OCP is adopted.
- Send an additional letter with submission to inform of the District's intent to refresh our OCP.

2020-13.

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council introduce and give First reading to *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020*.

CARRIED UNANIMOUSLY

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

2020-14.

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council direct staff to refer *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020* to the Capital Regional District Board for acceptance.

CARRIED UNANIMOUSLY

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

2020-15.

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council direct staff to refer *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020* to the Agricultural Land Commission, Ministry of Environment, T'Souke Nation, Beecher Bay, Ministry of Transportation and Infrastructure, School District No. 62, Juan de Fuca Electoral Area Planning and District of Metchosin.

CARRIED UNANIMOUSLY

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

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2020-16.

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre: THAT Council consider consultation under Section 475(1) of the *Local Government Act* and direct staff to post notice of *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020*, and the accompanying staff report, on the District's website to which members of the public may speak and provide input to the Planning Department, who will provide a report on any input received to Council at time of the Public Hearing.

CARRIED UNANIMOUSLY

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

11. NEW BUSINESS

There were no New Business items presented.

12. COUNCIL VERBAL REPORTS

Councillor Logins:

- Attending classes for school on Mondays in January through March, apologizing in advance for missing meetings.

Councillor Lajeunesse:

- Best wishes to residents for the upcoming year.

Councillor Bateman:

- Attendance at the Sooke Homelessness Coalition which cooperates with the Sooke Shelter Society.
- Attendance at the Age-Friendly committee, whose mandate is to engage with residents of all age groups.

Councillor Beddows:

- The Seaparc fitness center is almost completed and should be operational by the end of January.

Mayor Tait:

- Thanked staff for their commitment to providing excellent customer service to the community.
- Continued work with the UBCM and dedication in advocating for District priorities.
- A UBCM trip to Cambodia on a local economic development mission, focusing on supporting networks for women and local elections.

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13. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-17.

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

THAT the meeting be closed to the public under section 90(1)(b) of the *Community Charter* as it pertains to personal information about an identifiable individual who is being considered for an award.

CARRIED UNANIMOUSLY

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

14. ADJOURNMENT

2020-18.

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

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

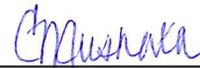
CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, 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
January 27, 2020 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Raechel Gray, Acting Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Mayor Maja Tait

1. CALL TO ORDER

Deputy Mayor Bateman called the January 27, 2020 Regular Council meeting to order at 7:00 p.m.

2. FIRST NATION RECOGNITION

Deputy Mayor Bateman acknowledged that Council meetings take place on the territory of the T'Sou-ke Nation.

3. APPROVAL OF THE AGENDA

2020-019

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

THAT the agenda for the January 27, 2020 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

Deputy Mayor Bateman provided opening statements as follows:

- Mayor Tait recently travelled to Cambodia with the Federation of Canadian Municipalities to further initiatives related to women in government, families and children, and poverty.

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- Victoria Contracting road crews provided excellent service during recent snow days.
- 2020 Budget Open House was well attended, and an online survey is available until January 29, 2020.

4. **ADOPTION OF MINUTES**

Minutes of the Regular and Special meetings of Council:

- December 9, 2019 Regular Council meeting

2020-020

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

THAT the minutes of the December 9, 2019 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

5. **DELEGATIONS**

5.1. **Wild Wise Sooke**

- Wild Wise Sooke 2019 Report
- Request for funding increase

Sam Webb, representing Wild Wise Sooke, provided a PowerPoint presentation and overview of its programs, services, educational and promotional initiatives. Ms. Webb summarized recommendations arising from Phase 3 of the Sooke Bear Safe Management Plan completed by students at Royal Roads University and requested that Council consider funding the annual rental of 250 bear safe garbage bins to be distributed to known trouble areas through Sooke. Ms. Webb also outlined an opportunity for Sooke to join the Wild Safe BC program.

Council discussion:

- Further information regarding costs and benefits of joining Wild Safe BC required.
- Clarification regarding proposed areas for bear safe garbage bins. Ms. Webb stated that mobile home parks have high incidences of bears in garbage, as residents often don't have indoor space in a shed or a garage to store their garbage bins.
- Preference to see quotes from Sooke Disposal provided as well as Alpine Disposal.
- Councillor Beddows expressed interest in working with Wild Wise as a liaison to Council.
- Request for additional financial information from Wild Wise Sooke, including annual financial statements before Council will consider increased funding.

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Acting Chief Administrative Officer gave a verbal update stating that the Financial Plan Open House and survey have generated a lot of interest and feedback will be collated and sent to Council for the February 3 Special Council meeting.

Council discussion:

- Council would like to receive raw survey results in addition to summary document.
- Desire to continually increase communication and public education regarding budget process.

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ellen Lewers provided feedback on the format of the financial plan survey, stating that she would like to see a wider variety of response options. Mrs. Lewers also spoke regarding Item 9.4, expressing her concern that the proposed resolution does not increase support for agriculture but rather adds additional requirements for farmers.
- Melanie Cunningham, representing Sooke Shelter Society, spoke regarding Item 12.2 and requested that Council consider sponsoring the Coldest Night of the Year event for \$500.
- Sherry Thompson, representing Sooke Shelter Society, spoke regarding Item 10.1 and encouraged Council to support the proposed CRD regional housing bylaws.
- Ellen Lewers spoke regarding Item 9.1. inquiring as to whether an engineering report was received stating that the building at 2076 Otter Point Road is structurally unsound.

2020-021

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

THAT Council provide a sponsorship to the Sooke Shelter Society for the Coldest Night of the Year event for \$500; with funding to come from the 2020 sponsorship budget.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

8. CONSENT AGENDA

2020-022

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

THAT Item 8.1. be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

8.1. Correspondence received

- THAT correspondence received from January 8 – January 21, 2020 be received for information.

9. REPORTS

9.1. Remedial Action Update - 2076 Otter Point Road

The Corporate Officer provided an overview of the written staff report, advising Council that the property owner has not completed remedial actions within the timeframe provided, and requesting Council reaffirm their direction to undertake remedial action order in accordance with the District's Purchasing Policy. In response to a question from a member of the public, the Corporate Officer referenced a staff report from September 9, 2019 stating that the Chief Building Inspector observed a support beam had fallen 18-24 inches and the building's structural integrity was compromised.

2020-023

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

WHEREAS Denwood Holdings Ltd. Inc. No. 0725888 ("Denwood") is subject to a remedial action requirement imposed by the Council of the District of Sooke on September 9, 2019 and modified on November 18, 2019 (the "Remedial Action Requirement");

WHEREAS Denwood was served with the Remedial Action Requirement and was required to complete the Remedial Action Requirement by January 18, 2020;

WHEREAS Denwood has taken no apparent steps towards performing the Remedial Action Requirement;

AND WHEREAS under section 17 of the *Community Charter*, the authority of the Council of the District of Sooke to require that something be done includes the authority to direct that, if a person subject to the requirement fails to take the required action, the District may fulfill the requirement at the expense of the person and recover the costs incurred from that person as a debt;

NOW THEREFORE, in open meeting assembled, the Council of the District of Sooke resolves:

THAT the District of Sooke may:

- (a) retain a contractor or contractors selected by the District's staff in accordance with the District's purchasing policy to fulfill the Remedial Action Requirement;

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- (b) by its staff and contractors, enter onto the property 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 fulfill the Remedial Action Requirement at Denwood's expense; and
- (c) recover the cost incurred from Denwood as a debt, which debt may be added to the taxes for the Property as taxes in arrears if the debt remains unpaid on December 31st of the year it was incurred.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.2. Royal Roads University - South Island Studio Initiative

The Corporate Officer provided an overview of the written staff report outlining a proposal by Royal Roads University to partner with the District of Sooke on mutually beneficial projects.

Council discussion:

- Clarification there are no financial obligations at this time.
- Staff advised any costs incurred, including staff time, would be jointly determined dependent on the project undertaken.

2020-024

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre: THAT Council authorize the Mayor to sign a letter of commitment to Royal Roads University in support of the South Island Studio initiative; and

THAT the Chief Administrative Officer be the primary contact.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.3. Invitation from Natori, Japan

The Corporate Officer provided an overview of the written staff report outlining an invitation for two District of Sooke representatives to travel to Natori, Japan with all expenses paid for by the City of Natori.

Council discussion:

- Timeline for travel arrangements to be made.
- Sister city relationship with Port Townsend, Washington prior to incorporation.
- Beneficial exchange of information between sister cities. Emergency preparedness will be topic of mutual interest.

2020-025

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council direct staff to make arrangements for Mayor Tait and Sarah Temple to travel to Natori, Japan in March of 2020, with associated expenses to be paid by the City of Natori.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

9.4. **AVICC Resolution Submission**

Councillor St-Pierre provided a summary of the proposed AVICC resolution, drafted in conjunction with Arzeena Hamir, Director from the Comox Valley Regional District.

Council discussion:

- Rationale for recommendation that \$7,000 be the minimum threshold to maintain farm class status.
- Tax implications of farm class status.
- Multiple jurisdictions involved, including Provincial Ministry of Agriculture, Agricultural Land Commission, and BC Assessment.
- Time requirement necessary to produce \$7,000 of agricultural products.
- Option to approach Minister of Agriculture directly, rather than submit resolution through AVICC and UBCM.

2020-026

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the District of Sooke bring forward the following resolution to be considered as a joint resolution with the Comox Valley Regional District at the Association of Vancouver Island and Coastal Communities (AVICC) 2020 Annual General Meeting for consideration:

Farm Tax Harmonization

WHEREAS the re-localization of our food system is necessary to reduce our carbon footprint and increase resiliency in local communities;

AND WHEREAS the threshold to maintain farm class status for properties between two (2) and ten (10) acres is \$2500 has not changed since 1993, making British Columbia one of the lowest thresholds in Canada;

THEREFORE BE IT RESOLVED that the Province of British Columbia work with BC Assessment to establish a minimum \$7,000 threshold for farms of all sizes to be phased in over three years for new participants and to implement a program of continued farm status for retired farmers.

AND THAT the Ministry of Agriculture, through its Farmers' Institutes, support small scale farmers to increase their profitability and production levels.

DEFEATED.

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In Favour: Councillor Jeff Bateman and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows, Councillor Dana Lajeunesse, and Councillor Megan McMath

Absent: Mayor Maja Tait and Councillor Ebony Logins

10. BYLAWS

10.1. Consent of CRD Bylaws 4326 and 4327

The Corporate Officer provided an overview of the written staff report requesting Council feedback on two proposed Capital Regional District bylaws that require a statement of consent from 2/3 of CRD member municipalities and regional districts. The proposed bylaws will increase the CRD's contribution to the Regional Housing First Program in order to meet the program goal of creating 400 units rented at the provincial income assistance shelter rate.

Council discussion:

- Clarification regarding financial impact on Sooke taxpayers. Estimated at \$0.61 per \$100,000 of assessed value.
- Regional Housing First Program is currently developing 245 units in Sooke, at a cost of \$67 million.

2020-027

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

THAT Council consent to the CRD adopting Bylaw No. 4326, to amend the Land Banking and Housing Service Establishing Bylaw to update the borrowing amount, and Bylaw No. 4327 to authorize the borrowing of \$10 million to fund additional housing units under the Regional Housing First Program.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

11. NEW BUSINESS

11.1. Notice of Motion from Councillor St-Pierre

- For consideration at January 27, 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:

- Staff report regarding proposed changes to the District of Sooke Building Bylaw to come to Committee of the Whole meeting in February.
- Following February 18 presentation and discussion, Council may wish to revisit the notice of motion and request additional information or presentations as required.

Minutes for the Regular Council Meeting of the District of Sooke - January 27, 2020

- Councillor St-Pierre withdrew his notice of motion.

11.2. Notice of Motion from Councillor St-Pierre

- For consideration at February 10, 2010 Regular Council meeting
- THAT Council direct staff to work on a comprehensive review of our wildlife management strategy with the input and in collaboration with affected community stakeholders including the T'Sou-ke Nation, the RCMP, organizations dealing with wildlife conservation, farmers, hunters and other interested parties. This should inform any amendments to the firearm bylaw and happen prior.

12. CORRESPONDENCE REQUIRING ACTION

12.1. Correspondence - Enhanced Road Assessment Sooke BC

Council discussion:

- Langford is being considered for an Enhanced Road Assessment centre, which will service Westshore seniors including Sooke.

12.2. Correspondence - Coldest Night of the Year Event

Council discussion:

- Several members of Council plan to take part in the event and encourage residents to also participate.
- Sooke's International Association of Fire Fighters Local will have a hot chocolate station mid-route.

13. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- Attending the upcoming Coldest Night of the Year event.
- SEAPARC fitness facility opening soon.

Councillor St-Pierre reported on:

- Climate Action Committee plans to report to Committee of the Whole meeting in the next few months.
- Attending Climate Caucus and working group meetings focussed on forestry, circular economy, and food security.

Acting Mayor Bateman reported on:

- Several meeting cancellations due to recent snow.
- Attending a Sooke Seniors' working group meeting.
- Upcoming presentation from Freedom Mobile regarding proposed tower near Glinz Lake Road.
- Attending Local Government Leadership Academy training in early February.

Minutes for the Regular Council Meeting of the District of Sooke - January 27, 2020

14. ADJOURNMENT

2020-028

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

THAT the January 27, 2020 Regular Council meeting be adjourned at 8:35 p.m.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait and Councillor Ebony Logins

Certified Correct:



Jeff Bateman
Deputy Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
January 30, 2020 1:00 PM
Municipal Meeting Room
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

1. CALL TO ORDER

Mayor Tait called the meeting to order at 1:18 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

2020-29

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT the agenda for the January 30, 2020 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. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-30

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT this meeting be closed to the public under section 90(1)(c),(d),(e) and (l) of the *Community Charter* as it pertains to employee relations, land matters, and discussions respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98.

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 - January 30, 2020

5. ADJOURNMENT

2020-31

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

THAT the January 30, 2020 Special Meeting of Council be adjourned at 5:22 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
Regular Council Meeting
February 10, 2020 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
Councillor Dana Lajeunesse

STAFF PRESENT:

Raechel Gray, Acting Chief Administrative Officer
Patti Rear, Acting Corporate Officer
Kenn Mount, Director of Community Safety/Fire Chief (left at 10:00 p.m.)
Matt Barney, Deputy Fire Chief (left at 10:00 p.m.)
Cameron Preece, Manager of Wastewater (left at 10:41 p.m.)
Teunessa Evertse, Planner II (left at 7:54 p.m.)
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Megan McMath

1. CALL TO ORDER

Mayor Tait called the February 10, 2020 Regular Council meeting to order at 7:00 p.m.

Mayor Tait made opening statements regarding the recent loss of three local young men; Cory Mills, Eric Blackmore, and A.J. Jensen. Mayor Tait expressed appreciation to Juan de Fuca Search and Rescue, Sooke RCMP, and the many volunteers who took part in the search for Cory, Eric and A.J., stating that Sooke's compassion was brought out by this terrible tragedy.

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged that Council meetings take place on the territory of the T' So-uke Nation.

3. APPROVAL OF THE AGENDA

2020-29

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

THAT the agenda for the February 10, 2020 Regular Meeting of Council, be adopted with the addition of Supplementary Information:

- 4.1 Bylaw No. 748, Zoning Amendment Bylaw (600-76), 2020
- 10.2. Committee of the Whole recommendations - Budget

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

4. PUBLIC AND STATUTORY HEARINGS

*****Public Input to Follow Each Item*****

4.1. Bylaw No. 748, Zoning Amendment Bylaw (600-76), 2020 - 2096 Kennedy Street North

- Public Input
- Consideration of third reading

The Planner II gave an overview of the written staff report, outlining an application to amend the zoning of 2096 Kennedy Street North from Large Lot Residential (R1) to Medium Density Multi-Family (RM2). The Planner II stated that a shared communal space will be required as an amenity for residents, the proposed parking layout provides more spaces than required, upgrades to Kennedy Road will be completed, and no variances are expected.

Council discussion:

- Details regarding planned improvements to Kennedy Street North including sidewalk on one side and parking on the opposite side.
- Golledge Road and Charters Road will also face increased pressure. Future improvements will be required.

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

Mayor Tait called the Public Hearing for Bylaw No. 748, Zoning Amendment Bylaw (600-76), 2020 - 2096 Kennedy Street North to order at 7:15 p.m.

Public Input:

- Ms. K. Griffiths, Dover Street resident, expressed concern regarding parking in the area surrounding the proposed development and brought forward a concern from one of her neighbours who would like to see a row of trees remain between 2089 Dover Street and the proposed development. Ms. Griffiths encouraged Council to address an overall lack of infrastructure to support a growing population including a need for more childcare spaces, overcrowded schools, and a long waitlist for a family doctor.
- Mr. D. Haldane, representing the Sooke Community Association who own the property to the north of the proposed development, inquired as to setback requirements and plans for development close to shared property borders. Staff advised that the precise lot layout is not required at time of rezoning but that the rear lot setback requirement is 3 - 4 meters.
- Ms. B. Ryan, Charters Road resident, referenced her written submission to Council and spoke regarding development pressure experienced in the immediate area of the proposed development. Ms. Ryan stated her belief that inadequate infrastructure is in place to support the increased population from two townhouse developments and two

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BC Housing projects and that sidewalks, streetlights and road improvements are required.

The Public Hearing was closed at 7:25 p.m.

Council discussion:

- Opportunities for road improvement. Updated Traffic Master Plan underway which identifies Charters and Golledge as areas of consideration. Prioritization of road improvements not yet determined.
- Clarification regarding trees remaining on development site. Staff advised a subsequent Development Permit will speak to landscaping and amenity requirements and that staff can work with the developer to protect trees during this process.
- Potential for road right of way to be acquired connecting subject property to Charters Road.
- Parking requirements have been met, including visitors parking.
- Sidewalks and widening of Kennedy Street will help to alleviate pressures.
- Housing Needs Assessment supports creation of affordable housing and multiple price points, which this development helps to address.

2020-30

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

THAT Council rescind motions 2020-8 and 2020-9

2020-08.

THAT prior to issuance of the first Building Permit for the site, the applicant enter into a Works and Services Agreement and install all off-site works prior to issuance of the first Occupancy Certificate for the upgrade of Kennedy Street North between Golledge Avenue and 2096 Kennedy Street North to the modified Urban Local Standard as attached.

2020-09.

THAT prior to issuance of the first Building Permit for the site the applicant pay \$70,700.00 to Bylaw No. 259 *Housing Reserve Fund Establishment Bylaw, 2006*.

AND THAT prior to adoption of Bylaw No. 748, Zoning Amendment Bylaw (600-76), 2020, a section 219 Covenant be registered on title for a Works and Services agreement, and for a contribution payment to the Housing Reserve Fund in the amount of \$70,700.00

CARRIED.

In Favour: Mayor Maja Tait, Councillor Al Beddows, Councillor Ebony Logins, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Opposed: Councillor Jeff Bateman

Absent: Councillor Megan McMath

2020-31

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

THAT Council give third reading to Bylaw No. 748, *Zoning Amendment Bylaw (600-76), 2020*

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

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5. ADOPTION OF MINUTES

Minutes for Adoption:

- January 13, 2020 - Regular
- January 27, 2020 - Regular
- February 3, 2020 - Committee of the Whole

2020-32

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

THAT the minutes of the January 13, 2020 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 Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Megan McMath

2020-33

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

THAT the minutes of the January 27, 2020 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 Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Megan McMath

2020-34

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the minutes of the February 3, 2020 Committee of the Whole meeting, be adopted as amended

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

6. DELEGATIONS

6.1. Centric Cycle: Lighting the Footprint Forward

Oliver Hockenhill, member of the Transition Sooke Transportation Team, outlined a request for increased cycling infrastructure in the Sooke Region. Mr. Hockenhill spoke regarding the environmental and health effects of cycling as a form of transportation and provided examples of cycling infrastructure throughout the world. Mr. Hockenhill encouraged Council to engage in long-term planning to make cycling safer and reduce reliance on cars, presenting an incremental plan for Council consideration.

Council discussion:

- Challenges with steep terrain in the region.

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- New covered bike parking area at SEAPARC.
- Infrastructure along Highway 14 is the jurisdiction of the Province.
- Parks and Trails Master Plan as well as Transportation Master Plan underway, trail connections being completed with Juan de Fuca Trails Society, Phase one of Demamiel Creek Pedestrian Crossing nearing completion.
- Increasing population of E-bikes.

2020-35

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

THAT Council extend the presentation time allotted to Mr. Hockenhill by 3-minutes.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Acting Chief Administrative Officer provided a verbal report regarding staffing vacancies:

- Director of Planning role has been filled and successful candidate will start at the end of March.
- Director of Finance role has been filled by internal Deputy Director of Finance.
- Interviews planned for Director of Operations role.

8. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ms. B. Santowski spoke regarding Item 10.1, expressing her support for the Sooke Region Chamber of Commerce and their focus on local issues, as opposed to the regional focus of the South Island Prosperity Project.
- Ms. A. Dowhy spoke regarding the proposed Notice of Motion from Councillor St-Pierre at the January 27, 2020 Regular Council meeting. Ms. Dowhy shared her family's experience as young, local farmers in the Sooke region and encouraged Council to find ways to support farmers rather than increasing barriers and bureaucratic hurdles.

9. CONSENT AGENDA

2020-36

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

THAT Item 9.1 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

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9.1. Correspondence received January 17 - February 4, 2020

- THAT the correspondence received January 17 - February 4, 2020 be received for information

10. REPORTS

10.1. SIPP and Sooke Region Chamber of Commerce

Council discussion:

- Possibility of phasing in agreement with Sooke Region Chamber of Commerce, with additional responsibilities added over time.
- Use of Business License revenue to fund agreement with Chamber of Commerce.
- Cost to administer Business License program is approximately equal to fee revenue.
- Chamber could seek Community Grant or event sponsorship for proposed projects that benefit community at large rather than only Chamber members. Clarification that Community Grant cannot fund an operating deficit.
- History of Economic Development Commission and Economic Development Working Group in Sooke.
- Perceived value of membership in South Island Prosperity Project.

2020-37

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:

THAT Council direct staff to obtain a membership in the South Island Prosperity Project.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-38

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council encourage the Sooke Region Chamber of Commerce to apply for a community grant

AMENDED.

2020-39

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

THAT resolution 2020-41 be amended to include the words, "and event sponsorship" after "community grant".

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

The main motion was PUT and carried, as amended:

2020-40

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

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THAT Council encourage the Sooke Region Chamber of Commerce to apply for a community grant, and event sponsorship.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

The meeting was recessed from 8:41 p.m. - 8:44 p.m.

10.2. Committee of the Whole Resolutions - Budget

Council discussion:

- Use of e-bikes in line with strategic priorities but seen as unnecessary cost.
- Planning Consultant budget is not project specific.
- Bluff Staircase considered medium risk and does not require immediate replacement. Largely used by residents of immediate neighbourhood, lack of parking is a concern.
- EV Charging grant application may allow for installation of two District-owned chargers. Staff to inquire and revise cost estimates as necessary.
- Benefit of EV Chargers for business owners and visitors.
- Fire Department Master Plan can be deferred. Staff priority is on replacement of Car 1.
- Clarification regarding maintenance history of Car 1 and suitability for bylaw enforcement calls.
- Fire Chief to work with Chief Administrative Officer on departmental work plan.
- History of Paid on Call program and implementation plan.

2020-41

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council direct the Director of Finance to make the following adjustments to the budget for consideration with the third reading of the Five-Year Financial Plan Bylaw No. 770, 2020:

- Remove \$1K for Protective Clothing from Bylaw.
- Remove \$500 for Supplies from Bylaw.
- Remove \$500 for Vehicle Maintenance from Bylaw.
- Remove \$3.2K for an E-bike from Bylaw.
- Remove \$25K for a Planning Consultant.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, and Councillor Dana Lajeunesse

Opposed: Councillor Tony St-Pierre

Absent: Councillor Megan McMath

2020-42

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

THAT Council remove the \$150K for Bluff Staircase with the 2020-2024 Five Year Financial Plan Bylaw.

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CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-43

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

THAT Council direct staff to progress with installation of twin chargers at the Eustace Road location.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-44

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT Council remove the \$30K for the Fire Consultant Master Plan with the 2020-2024 Five Year Financial Plan Bylaw.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-45

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council include the \$65K for the replacement of Car 1 for Fire with the 2020-2024 Five Year Financial Plan Bylaw.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-46

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

THAT Council receive the data provided on the Fire Department's Paid-On Call Program for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

10.3. Budget Questions

The Acting Chief Administrative Officer provided an overview of the written staff report, outlining responses to Council questions from the February 3, 2020 Committee of the Whole meeting.

Minutes for the Regular Council Meeting of the District of Sooke - February 10, 2020

Council discussion:

- Financial impact of increased services. Council indicated a desire for additional parks and greenspace maintenance during service level reviews, staff have responded that two additional part-time staff would be required.
- Planning is required to sustain healthy reserve fund balances and ensure capital assets can be maintained over time. Staff will be bringing forward recommendations in 2020.

2020-47

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

THAT Council direct the Director of Finance to remove the two (2) new additional part-time staff Parks members in the 2020-2024 Five Year Financial Plan Bylaw.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-48

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

THAT Council table further discussion regarding Item 10.4. *Budget Questions* until Item 13.1 *Correspondence from Earth Day Canada re: Support and Partnership for Earth Day 2020.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

10.4. Sooke Horseshoe Pitching Association Agreement

The Acting Chief Administrative Officer provided an overview of the written staff report, seeking direction on the renewal of an agreement with the Sooke Horseshoe Pitching Association regarding the use of municipal land on Sooke River Road. Staff advised that the current agreement ends in February 2020 and a three-year renewal is suggested. The Sooke Horseshoe Pitching Association is further seeking an amendment that states Council will arrange an alternate location should the District terminate the agreement.

Council discussion:

- Three-year term is maximum recommended length of time as longer-term agreements have onerous requirements under the *Land Title Act*.
- Clause regarding District responsibility to find alternate location not to be added to agreement.

2020-49

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

THAT Council direct staff to publish a notice of proposed property disposition in accordance with section 26 of the *Community Charter*, and

THAT Council direct staff to, after the second notice has been published, execute the Use,

Minutes for the Regular Council Meeting of the District of Sooke - February 10, 2020

Management and Maintenance Agreement between the District and the Sooke Horseshoe Pitching Association, dated February 5, 2020.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

10.5. Canadian Institute of Planners - Award Proposal

The Director of Corporate Services provided an overview of the written staff report outlining a request from CitySpaces, the consultant responsible for Sooke's Childcare Needs Assessment and Action Plan, to submit their report in conjunction with the District of Sooke to the Canadian Institute of Planners for award consideration.

Council discussion:

- Local childcare environment may not be conducive to self-promotion.
- Unclear as to whether CitySpaces can submit without the District of Sooke as co-nominee.

2020-50

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council receive the report on the Canadian Institute of Planners Award Proposal for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

11. BYLAWS

11.1. Bylaw No. 771, Zoning Amendment Bylaw (600-78), 2020

2020-51

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:

THAT Council give third reading to Bylaw No. 771, *Zoning Amendment Bylaw (600-78), 2020*

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-52

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council adopt Bylaw No. 771, *Zoning Amendment Bylaw (600-78), 2020*

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

Minutes for the Regular Council Meeting of the District of Sooke - February 10, 2020

11.2. Bylaw No. 776, Sewer Improvement Loan Authorization, 2020

The Manager of Wastewater provided an overview of the written staff report, outlining a funding opportunity to expand wastewater infrastructure and add a third treatment basin at the wastewater plant. Staff outlined the requirements of the grant, which include demonstrated commitment to moving forward should the grant application be successful. Council will have another opportunity to discuss the project and final adoption of the bylaw will not be considered until such time as details regarding funding are clear.

Council discussion:

- Clarification regarding expected timeline for grant decision is late fall 2020 to early spring 2021.
- Sewer infrastructure is nearing capacity and forward-thinking planning is required.
- Commitment at this stage is moving forward with grant application only.
- Addition of third basin opens possibility of expansion of system. Wastewater plant has capacity for four basins.
- Proactive communication and public messaging required regarding this issue.

2020-53

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council give First, Second, and Third reading to Sewer Loan Authorization Bylaw No. 776, 2020.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-54

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

THAT subject to obtaining statutory approval from the Inspector of Municipalities for Sewer Loan Authorization Bylaw No. 776, 2020 Council approve an Alternative Approval Process for the purpose of seeking approval of the electors.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-55

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:

THAT staff submit an application for grant funding application for Sewer Improvement Project through the *ICIP – Green Infrastructure: Environmental Quality Sub-stream*; AND

THAT Council support the project and commit to its share, up to \$2,200,000, for the project.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

Minutes for the Regular Council Meeting of the District of Sooke - February 10, 2020

12. NEW BUSINESS

12.1. Notice of Motion from Councillor St-Pierre

- For consideration at February 10, 2010 Regular Council meeting
- THAT Council direct staff to work on a comprehensive review of our wildlife management strategy with the input and in collaboration with affected community stakeholders including the T'Sou-ke Nation, the RCMP, organizations dealing with wildlife conservation, farmers, hunters and other interested parties. This should inform any amendments to the firearm bylaw and happen prior.

Council discussion:

- Draft bylaw as presented does not address wildlife management issues.
- Enforcement of firearms-related issues outside the jurisdiction of bylaw enforcement officers and potentially unsafe.
- Federal and Provincial legislation in place to address Firearms issues.
- Other municipal priorities take precedent over workshopping of possible firearms bylaw amendments.

2020-56

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

THAT Council direct staff to work on a comprehensive review of our wildlife management strategy with the input and in collaboration with affected community stakeholders including the T'Sou-ke Nation, the RCMP, organizations dealing with wildlife conservation, farmers, hunters and other interested parties. This should inform any amendments to the firearm bylaw and happen prior.

DEFEATED.

Opposed: Councillor Al Beddows, Councillor Tony St-Pierre, Mayor Maja Tait, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Dana Lajeunesse

Absent: Councillor Megan McMath

2020-57

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

THAT Council direct staff to bring forward *Firearms and Bow Use* Bylaw No. 659, 2016 to a future Council meeting for possible repeal.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

13. CORRESPONDENCE

13.1. Correspondence from Earth Day Canada re: Support and Partnership for Earth Day 2020

Council discussion:

- Transition Sooke may be organizing local Earth Day events.

Minutes for the Regular Council Meeting of the District of Sooke - February 10, 2020

2020-58

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

THAT the correspondence from Earth Day Canada re: Support and Partnership for Earth Day 2020 be forwarded to Ann Clement at Transition Sooke.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

13.2. Budget Questions (Tabled)

The Acting Chief Administrative Officer provided comments regarding budget planning and progress made towards finalization of the *2020-2024 Five Year Financial Plan*.

- Line Item for Community Grants currently budgeted at same amount as 2019.
- Further discussion will be required regarding the Demamiel Creek Pedestrian Crossing as cost estimates have increased and available grant funding is limited.

Council discussion:

- Outstanding budget items for consideration to be brought forward to February 18, 2020 Committee of the Whole meeting.

2020-59

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

THAT Council direct staff to reduce the amount of Community Grant funding in the 2020 budget to \$65,000.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

14. COUNCIL VERBAL REPORTS

There were no verbal reports from members of Council.

15. ADJOURNMENT

2020-60

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:

THAT the February 10, 2020 Regular Council meeting be adjourned at 11:00 p.m.

CARRIED UNANIMOUSLY

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

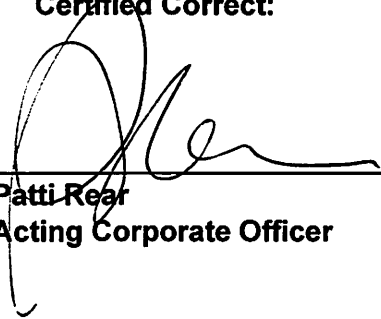
Absent: Councillor Megan McMath

Minutes for the Regular Council Meeting of the District of Sooke - February 10, 2020



Maja Tait
Mayor

Certified Correct:



Patti Rear
Acting Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
February 18, 2020 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
Councillor Dana Lajeunesse

STAFF PRESENT:

Raechel Gray, Acting Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins

1. CALL TO ORDER

Mayor Tait called the February 18, 2020 Special Council meeting to order at 10:32 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

2020-64

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

THAT the agenda for the February 18, 2020 Special Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

4. PUBLIC QUESTION AND COMMENT PERIOD

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

Minutes for the Special Council Meeting of the District of Sooke - February 18, 2020

5. CONSENT AGENDA

All items from the Consent Agenda were considered individually.

5.1. Recommendations from February 18, 2020 Committee of the Whole meeting

Telecommunications Tower – 5154 Sooke Road

2020-65

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council issue a letter of concurrence to Freedom Mobile and Innovation, Science and Economic Development Canada for the proposed telecommunications tower at 5154 Sooke Road.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Megan McMath, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Opposed: Councillor Jeff Bateman, Councillor Al Beddows

Absent: Councillor Ebony Logins

Building Bylaw

2020-66

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

THAT Council receive the report on proposed Building Bylaw No. 780, 2020 for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Budget Questions

Council discussion:

- Staff to reach out to EMCS Society to inquire if other sources of funding are potentially impacted by a reduced municipal contribution.

2020-67

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

THAT Council direct the Director of Finance to remove committee support funding in the 2020-2024 Five Year Financial Plan Bylaw.

THAT Council direct the Director of Finance to include the \$9k for an additional crossing guard for School District 62 in the 2020-2024 Five Year Financial Plan Bylaw contingent upon funds remaining in Sooke municipality.

Minutes for the Special Council Meeting of the District of Sooke - February 18, 2020

THAT Council direct the Director of Finance to include \$25k for theater seats at EMCS in the 2020-2024 Five Year Financial Plan Bylaw.

THAT Council direct the Director of Finance to reduce Council's travel/ conference/ education to \$30k in the 2020-2024 Five Year Financial Plan Bylaw.

THAT Council direct the Director of Finance to set the advertising budget as \$25K in the 2020-2024 Five Year Financial Plan Bylaw.

THAT Council direct the Director of Finance to leave the \$50k allocated to the Memorial Wall project in the 2020-2024 Five Year Financial Plan Bylaw.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

6. NEW BUSINESS

There were no New Business items presented.

7. ADJOURNMENT

2020-68

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the February 18, 2020 Special Council meeting be adjourned at 10:39 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
February 24, 2020 7:00 PM
Council Chamber
2225 Offer Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Dana Lajeunesse
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Al Beddows
Councillor Ebony Logins

1. CALL TO ORDER

Mayor Tait called the Regular Council 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

2020-61

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the agenda for the February 24, 2020, Regular Meeting of Council, be adopted as amended:

- Addition of New Business correspondence as Item No. 12.4. *Sooke Museum Night Market.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

4. ADOPTION OF MINUTES

Minutes of the Special meeting of Council

2020-62

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

THAT the following minutes of Council be adopted as circulated:

- January 30, 2020 Special Council meeting minutes;
- February 18, 2020, Committee of the Whole meeting minutes; and
- February 18, 2020, Special Council meeting minutes.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

5. DELEGATIONS

5.1. Greater Victoria Green Team

Amanda Evans, representative for the Greater Victoria Green Team, provided a PowerPoint presentation and overview of the programming that the Green Team provides in the region. Highlighting projects completed in Sooke and emphasized that residents who volunteered left feeling more connected to their community.

Council Discussion:

- Clarity that only 2 projects were completed in Sooke last year for a total cost of \$2000.
- It was identified that only 9 of the 13 municipalities in CRD participate.
- Desire to receive further information from staff on utilizing the Green Team services for 2020 projects.

2020-63

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

THAT Council direct staff to report back on participation with the Greater Victoria Green Team projects.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

6.1. Council Strategic Plan - Action Plan Update

The Chief Administrative Officer provided an update to the Council Strategic Plan and Action Plan, highlighting the objectives identified by Council as now and next priorities have been the focus.

Council Discussion:

- Confirmation that the Strategic Plan will be reviewed on a yearly basis, the next re-evaluation is planned for June 2020.

Minutes for the Regular Council Meeting of the District of Sooke - February 24, 2020

2020-64

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the Council Strategic Plan-Action Plan Update for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

7. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Ms. E. Lewers spoke to Item No. 9.2. *Lot A Due Diligence Summary*, expressing concerns with the funds expended on Lot A to date and encouraged council to be diligent with future spending on Lot A.

8. CONSENT AGENDA

8.1. RCMP Monthly Report

- THAT Council receive the RCMP Monthly Report, dated January 2020, for information.

ADOPTED BY CONSENT

8.2. Correspondence

- THAT Council receive the correspondence from February 6-19, 2020, for information.

ADOPTED BY CONSENT

2020-65

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Item No 8.1 and 8.2 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

9. REPORTS

9.1. Poverty Reduction Planning - Grant Application

A report requesting Council's endorsement for a UBCM Poverty Reduction Planning & Action Program grant, which would be utilized to provide a local poverty reduction framework in the context of food security.

2020-66

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council support a grant application to UBCM's Poverty Reduction Planning & Action Program for up to \$25,000 to create a Food Security Strategy that provides actionable items at the local level to reduce poverty, promote community inclusion, and become a more food secure community; and

THAT Council direct staff to provide overall grant management.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

9.2. Lot A Due Diligence Summary

The Corporate Officer provided an overview of the written staff report which included a progress report of the Lot A development, which included a technological study, preliminary civil design, archaeological overview assessment, environmental assessment, and budget implications.

Council Discussion:

- The report is a necessary attachment for the planned Expression of Interest (EOI).
- Confirmation that the Library is very close to completing all applications with the District and further updates will be provided, as information becomes available.

2020-67

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council accept the Lot A Due Diligence Summary report for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

10. BYLAWS

10.1. Council Procedure Amendment Bylaw No. 745 (728-01), 2019

The Corporate Officer provided an overview of the proposed bylaw amendments to the *Council Procedure Bylaw No. 728, 2019*. Highlighting the proposed changes and incorporating best practices from the Ministry of Municipal Affairs and Housing draft Procedure Bylaw Guide.

Minutes for the Regular Council Meeting of the District of Sooke - February 24, 2020

Council Discussion:

- There was concern with the removal of public comment on minutes for adoption, however it was noted that if majority of Council is in favor of speaking to the minutes then the opportunity can be made available.
- Suggestion that public interaction could be enhanced by utilizing skype, to allow residents to participate remotely if they are unable to attend an afternoon meeting.
- Desire to receive all correspondence, not just a listing.
 - Mayor Tait advised that the onus is on Council to extract items of interest or concern for discussion, and that the current method ensures conversations are specific and of value.
- Support for incorporating procedures utilized by local municipalities and governments.

2020-68

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council give First, Second and Third reading to the *Council Procedure Amendment Bylaw No. 745 (728-01), 2019.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

10.2. Revenue Anticipation Borrowing Bylaw No. 777, 2020

The Director of Finance provided an overview of the written staff report which identified the requirement for a *Revenue Anticipation Borrowing Bylaw* as a part of the District's banking agreement with its financial institution. This bylaw is intended to provide the ability to borrow funds, if required, to meet current expenditures.

2020-69

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council grant First, Second and Third reading to the *Revenue Anticipation Borrowing Bylaw No. 777, 2020.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

11. NEW BUSINESS

There were no New Business items presented.

12. CORRESPONDENCE REQUIRING ACTION

12.1. Municipal EV Infrastructure - Correspondence

A letter from the Victoria Electric Vehicle Association requesting zoning amendment to District bylaws to include Electric Vehicle (EV) infrastructure requirements to ensure best practices are incorporated.

Council Discussion:

- This item should be flagged for review with the upcoming official community plan update and subsequent zoning bylaw review.
- Within the new Building Bylaw there is an opportunity to assess through the inclusion of the Step Code.

2020-70

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council direct staff to include a review of the District of Saanich zoning bylaw model as it relates to EV infrastructure, for discussion during the building bylaw engagement process.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

12.2. SOAR 2020 BC Girl Guide Whiffin Spit Project – Correspondence

A request for funding, from the BC Girl Guides of Canada, to complete a legacy mural project on the container located at the end of Whiffin Spit.

Council Discussion:

- Spill response equipment is stored in the container.
- The request is to paint only one side, with the assumed cost of \$3000 for entire container.

The Director of Community Safety advised that a site meeting with the spill response team was held a number of months ago and the container was slated for possible replacement or removal. Follow up is required to confirm the status of the unit and the information will be provided to Council once available.

- Alternative options were requested, should the mural on the container not be viable.
- In general there is support for a Girl Guide community art project.

2020-71

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council direct staff to report back on a mural project, on the Whiffin Spit container, with the Girl Guides of Canada SOAR 2020 event, utilizing the Sooke Program of the Arts reserve funds.

Amendment to Main Motion 2020-71

2020-72

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:

THAT Council amend the main motion to add the following:

- addition of "or other alternatives" following the word container.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

The **Main Motion 2020-71**, as amended, was PUT and CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

12.3. Otter Point Road Shoulder Widening Update - Correspondence

An update on the shoulder widening project along approximately 2 km of Otter Point Road, between the municipal boundary and Kemp Lake Road, as part of the suite of Highway 14 corridor improvements.

2020-74

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the Ministry of Transportation and Infrastructure update for the Otter Point Rd Should Widening project for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

12.4. Sooke Museum Night Market

A request from the Sooke Region Museum to recognize the Summer night Market as a municipally significant event to facilitate a special event permit from the BC Liquor branch to sell locally made beverages at the night market.

2020-75

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council endorse the Sooke Region Museum's Summer Night Market as a municipally significant event and support their application for a Special Event Permit from the BC Liquor branch.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

13. COUNCIL VERBAL REPORTS

Councillor St-Pierre:

- Attendance at the CRD Water Commission, highlighting a conversation around future processes regarding heavy rain spill way coordination.
- Attendance at the One Planet Workshop.

Councillor Bateman:

- Attendance at the MOU working group meeting, as the Deputy Mayor.
- Noted the movie "The Pollinators" was presented at the awareness film night at EMCS.
- The appreciation of the EMCS Society for the, proposed, provisional funding for theater seat replacement.
- The Sooke Economic Development Group has begun meeting again, with a focus on hotel tax implementation, reinvigorating Sooke Region Tourism Association and conversations around access to water.
- Attendance at the AGM for Victoria Family Court and Youth Justice Committee.
- Attendance at the Coldest Night of the Year event.

Councillor Lajeunesse:

- Attendance at the LGLA Conference.
- Attendance at the Wounded Warriors ceremonies.
- Attendance at the celebration of life for young men who lost their lives in the Sooke River.

Councillor McMath:

- Provided an update, from a conversation with the Ministry of Transportation and Infrastructure, on traffic delays and communication frustration for the highway 14 improvement area. Advising that the ministry has taken action and changes will be made to ensure delays are limited.

Mayor Tait:

- Announced that the Transit Commission is finalizing the transit plan for Sooke.
- Attendance at the Provincial budget meeting.
- Reported on UCBM advocacy days.

Minutes for the Regular Council Meeting of the District of Sooke - February 24, 2020

- An announcement is expected on new legislation affecting small commercial businesses, which could see property taxes waived for eligible properties meeting specific requirements. Future information will be provided once available.
- Upcoming attendance at FCM meetings.
- Attendance at the Wounded Warriors ceremonies.
- Attendance at the Coldest Night of the Year event.

14. ADJOURNMENT

2020-76

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT the February 24, 2020, Regular meeting of Council be adjourned at 8:37 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows and Councillor Ebony Logins

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
March 9, 2020 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 Megan McMath
Councillor Tony St-Pierre

ABSENT:

Councillor Ebony Logins

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Kenn Mount, Director of Community Safety
Teunesha Evertse, Planner II (left the meeting at 8:16 p.m.)
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-77

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

THAT this meeting be closed to the public under section 90(1)(d) and (e) of the *Community Charter* as it pertains to land matters.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Megan McMath, 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 7:00 p.m.

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

5. APPROVAL OF THE AGENDA

2020-78

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the agenda for the March 9, 2020 Regular Meeting of Council, be adopted as amended:

- Addition of New Business correspondence as Item No. 12.3. *Sponsorship Request from Navy League of Canada.*
- Addition of New Business correspondence as Item No. 12.4. *Sponsorship Request from Saunders' Family Foundation.*
- Addition of New Business Item No. 11.1. *Sooke Brewing Temporary Change to Liquor Licence.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

6. ADOPTION OF MINUTES

Minutes of the Regular meetings of Council

2020-79

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

- February 10, 2020 Regular Meeting of Council
- February 24, 2020 Regular Meeting of Council

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer and the Director of Community Safety, provided an update on the coronavirus, COVID-2019, and highlighted precautionary measures members of the community should be taking to avoid contracting the virus and steps to be followed should anyone believe they have been exposed to the virus.

The District will post information on the website and provide updates to the community as necessary.

8. PUBLIC QUESTION AND COMMENT PERIOD

Council head from the following members of the public:

- Ms. Sandy Jarvis spoke to Item No. 11.1. *Sooke Brewing-Temporary Change to Liquor Licence*, requesting ample notification of event to the seniors complex across the road from the brewery.

9. CONSENT AGENDA

9.1. Correspondence

- THAT the correspondence received from February 19 - March 4, 2020, be received for information.

ADOPTED BY CONSENT

2020-80

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Item No. 10.1 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10. BYLAWS

10.1. Revenue Anticipation Borrowing Bylaw No. 777, 2020

A bylaw to provide for borrowing of money in anticipation of revenue.

2020-81

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as *Revenue Anticipation Borrowing Bylaw No. 777, 2020*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10.2. Flood Plain Regulation Bylaw No. 773 and Zoning Amendment Bylaw No. 750

The Planner II provided a PowerPoint presentation and overview of the written staff report, identifying several updates and amendments required for the *Flood Regulation Bylaw* and *Sooke Zoning Bylaw*. These include the addition of several definitions and altering existing definitions to ensure consistency, amending the General Regulations within the Zoning Bylaw and removing the site-specific exemption requirement in the *Flood Regulation Bylaw*.

Council Discussion:

- Clarification that seawalls and natural boundary setbacks are for the safety of the waterways and neighboring properties.
- Recreational vehicles parked permanently or for storage, will be assessed individually, as each application will have site specific requirements.

Minutes for the Regular Council Meeting of the District of Sooke - March 9, 2020

- Desire to hold a public hearing for the *Flood Plain Regulation Bylaw* as this affects the development community and there is concern they were not aware of these changes.
 - The Corporate Officer advised Council that there are no legislative requirements for public input on the *Flood Plain Regulation Bylaw*, suggesting that Council defer third reading and hold additional public comment at a Committee of the Whole meeting.

2020-82

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council give First, Second and Third reading to *Flood Plain Regulation Bylaw No. 773, 2020*; TSP - AB

2020-83

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
Amendment to Main Motion 2020-82

THAT the motion be amended by removing the word "Third"; and

THAT additional public input be scheduled prior to Third reading.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

The **Main Motion 2020-82**, as amended, was PUT and **CARRIED UNANIMOUSLY**

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

2020-84

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 750 (600-77), 2020*, for the purposes of amending Part 2 Definitions and Part 3 General Regulations.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-85

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT a Public Hearing be scheduled for *Zoning Amendment Bylaw No. 750 (600-77), 2020*, in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10.3. Records Management Bylaw No. 779, 2020

The Corporate Officer provided an overview of the written staff report on the *Records Management Bylaw* to establish and authorize the records management and classification system for the District and authorization for the records officer to manage and maintain the system.

2020-86

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council give First, Second and Third Reading to the *Records Management Bylaw No. 779, 2020*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10.4. Freedom of Information & Protection of Privacy Bylaw No. 781, 2020

The Corporate Officer provided an overview of the written staff report to provide the administration of the *Freedom of Information and Protection of Privacy Act*.

2020-87

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council give First, Second and Third Reading to the Freedom of Information and Protection of Privacy Bylaw No. 781, 2020.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10.5. 2020-2024 Five Year Financial Plan

The Director of Finance provided a PowerPoint presentation and overview of the written staff report, highlighting the major changes that have contributed to the amended *2020-2024 Five-Year Financial Plan Bylaw*.

Council Discussion:

- A dog park for 2021 is a high priority, suggesting a staff report to be prepared to provide information on location, design and costing. To ensure this item can be moved ahead in a timely manner once funding is available.
 - The Chief Administrative Officer advised that this item would be added for consideration in 2021 budget planning, identifying that this item could also be an amenity request through development.
- Assurances that capital reserve funds will be increased and effectively managed in future years.
 - The Director of Finance advised that asset management planning and further planning of reserves are top of mind for District staff and a report to Council will be presented in the coming months.
- Community service agreements and volunteer association line items need to be held accountable for funding they receive from the District. Requesting staff review the process and report back to Council as necessary.
- There will be a formal presentation from South Island Prosperity Partnership (SIPP) at a Committee of the Whole meeting in April.
- Concerns around not hiring enough Parks staffing to keep up with the increasing demands, this will need to be reviewed next year.

2020-88

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council give Third reading to the bylaw cited as *Five-Year Financial Plan Bylaw No. 770, 2020*, as amended.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11. NEW BUSINESS

11.1. Sooke Brewing - Temporary Change to Liquor Licence

The Corporate Officer provided an overview of the application for a temporary change to Sooke Brewing's Liquor Primary Licence for the purpose of extending the licensed area to the back parking lot for a one (1) day event.

Council Discussion:

- Concern with limited options for residents to comment on this application.
 - Staff advised that if comments were desired by Council, staff would be required to collect the views of residents and bring forward in a future report which would limited the opportunity for the event to occur due to time constraints. However, opting out still requires Sooke Brewing to post notice in the local newspaper.

2020-89

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council receive the staff report for a temporary change to the Sooke Brewing's Liquor Primary Licence #307625 to extend the licensed area to include the Sooke Brewing parking lot at 2057 Otter Point Road for the purpose of providing an event (indoor and outdoor) from 1:00 p.m. to 11:00 p.m. on Friday, May 1, 2020, with a band playing in the parking lot between 5:00 p.m. and 10:00 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-90

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council resolve to "opt out" of providing comment to the Liquor and Cannabis Regulation Branch.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

12. CORRESPONDENCE REQUIRING ACTION

12.1. RoadSafetyBC Pilot Enhanced Road Assessments - Minister of Public Safety & Solicitor General

The Mayor provided an update on the advocacy efforts that have led to Enhanced Road Assessments in Sooke for senior citizens to access driving tests locally.

Council Discussion:

- A media release with the information on the RoadSafetyBC Pilot Enhanced Road Assessments should be issued.
- A letter should be sent to the Minister of Public Safety & Solicitor General requesting the pilot project be extended to one (1) year and advocate for permanency.

2020-91

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council receive the correspondence on RoadSafetyBC Pilot Enhanced Road Assessments for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

12.2. Ride-Hailing

A request from Dad's Dial a Driver Services requesting support for the ride hailing industry in the community.

Council Discussion:

- Concern that support is being given based on one request.
- Desire to have information from taxi services, residents and Provincial requirements prior to supporting ride hailing services.
- The District is geographically challenged in combination with a diverse population density, this could supplement our current taxi services.
- Reminder that the Passenger Transportation Board is the sole authority for supply and operation in the area; municipalities have no authority other than issuing business licenses.

2020-92

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council direct staff to provide a letter of support for ride-hailing services as an industry in the community to the requester.

2020-93

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
Amendment to Main Motion 2020-92

THAT "as an industry" and "the requestor" be struck out and "DAD's Dial a Driving Services" be added at the end of the sentence.

DEFEATED.

Opposed: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

The Main Motion 2020-92 was PUT and CARRIED

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

Absent: Councillor Ebony Logins

12.3. Sponsorship Request from Navy League Canada

A request for a sponsorship donation to pay for repairs, maintenance and engraving of 2 individual awards, for the Navy League of Canada-Sooke Branch.

2020-94

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council direct staff to sponsor the Navy League of Canada Sooke Branch, for the "Best Ordinary Cadet" and "Citizenship" awards in the amount of \$80, with the funding to come from Council Contingency.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

12.4. Sponsorship Request from Saunders' Family Foundation

A request to sponsor the Saunders Family Foundation Annual Charity Golf Tournament.

2020-95

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to sponsor the Saunders Family Gold Tournament in the amount of \$200 with funding to come from Council Contingency.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

13. COUNCIL VERBAL REPORTS

Councillor Beddows:

- The grand opening for Seaparc will be on March 27th.
- Participation in the Greater Victoria Point-in-Time Count, which will determine the homelessness in the community, on March 12, 2020.

Councillor Bateman:

- Attendance at Transition Sooke's AGM.
- Provided an update on the status of the new Sooke library, in relation to his visit to the newly constructed library in Chemainus.

Councillor St-Pierre:

- Provided information on attendance at the Transition Sooke Food Security Working Group.

Mayor Tait:

- Provided an update on Transit Commission meeting, advising that Sooke does not support free passes for youth until routes are expanded and enhanced to meet the needs of the community.
- Updates on CRD notice of motion regarding dogs on leash in regional parks within the municipality.

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- Attendance at the Federation of Canadian Municipalities board meeting in Quebec for the 2020 budget.
- Recognized International Women's Day on March 8, 2020.
- Attendance at career day for Poirier Elementary School.
- Advised the municipal trip to Natori, Japan has been cancelled.

14. ADJOURNMENT

2020-96

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

THAT the March 9, 2020, Regular meeting of Council be adjourned at 9:06 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
March 31, 2020 1:00 PM
Electronic Meeting
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
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Councillor Megan McMath

1. CALL TO ORDER

Mayor Tait called the electronic Special Council meeting to order at 1:00 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

2020-69

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the agenda for the March 31, 2020 Special Meeting of Council, 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

4. BYLAWS

4.1. Five Year Financial Plan Bylaw No. 770, 2020

A bylaw to establish a financial plan to cover the fiscal period from January 1, 2020 through December 31, 2024.

Council Discussion:

- Due to the current COVID-19 pandemic situation amendments to the financial plan need to be brought forward for consideration prior to the tax rate bylaw being adopted.
- Community grants need to be reviewed by Council prior to hearing from the applicants; some applications may no longer be relevant because of COVID-19.
- Looking for assurance that funds will be available to the District to provide support, if required, when in recovery mode.

2020-70

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

THAT the bylaw cited as *Five-Year Financial Plan Bylaw No. 770, 2020*, 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

5. ADJOURNMENT

2020-71

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

THAT the March 31, 2020, Special meeting of Council be adjourned at 1:18 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
April 14, 2020 7:00 PM
Electronic meeting in accordance with
Ministerial Order MO83

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Ebony Logins
Councillor Megan McMath (arrived 7:19 p.m.)
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning & Development
Kenn Mount, Fire Chief & Director of Community Safety
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the April 14, 2020 Regular Council meeting to order at 7:00 p.m.

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council meetings take place.

3. APPROVAL OF THE AGENDA

2020-97

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

THAT the agenda for the April 14, 2020 Regular Meeting of Council, 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 Tony St-Pierre

Absent: Councillor Megan McMath

4. ADOPTION OF MINUTES

Minutes of the Regular and Special Meetings of Council:

- March 9, 2020 - Regular
- March 31, 2020 - Special

2020-98

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

THAT the minutes of the March 9, 2020 Regular Meeting of Council be adopted as circulated; and

THAT the minutes of the March 31, 2020 Special Meeting of Council 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 Tony St-Pierre

Absent: Councillor Megan McMath

5. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer did not provide a verbal update.

6. PUBLIC QUESTION AND COMMENT PERIOD

Questions and Comments submitted to info@sooke.ca prior to 12:00 noon on Tuesday, April 14 will be read aloud and recorded for the public record.

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

7. REPORTS

7.1. Development Procedures During Covid-19 Pandemic

The Director of Planning provided an overview of the written staff report, outlining development processes and procedures that are affected by the COVID-19 pandemic and altered District operations. Staff are awaiting provincial direction regarding public hearings and public input opportunities and are seeking Council direction on how to streamline operations to alleviate delays for developers.

Council discussion:

- Provincial Ministry of Municipal Affairs and Housing is looking to develop guidelines on meeting processes. Options for municipalities are expected to be announced shortly.
- Clarification that staff are seeking additional time to develop suggested changes.
- Good opportunity to review processes and develop efficiencies, including review of delegated authority where permissible.

2020-99

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

THAT Council receive the report as information; and,

THAT Council direct staff to report back on proposed amendments to planning and development procedures for the purpose of processing applications during the COVID-19 pandemic while maintaining compliance with public health orders and

meeting the transparency and accountability of land use and development processes.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

7.2. Proposed Strata Title Conversion of Previously Occupied Dwellings at 2005 and 2005B Gillespie Road

The Chief Administrative Officer provided an overview of the written staff report, seeking final Council approval for a strata title conversion at 2005 and 2005 B Gillespie Road. Council has previously approved this particular application in principle. The Chief Administrative Officer stated that such approval can be delegated to staff and is an example of a possible process improvement that Council may wish to examine.

2020-100

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council grant Final Approval for the strata title conversion of previously occupied dwellings on the property legally described as Lot A Section 71 Sooke District Plan EPP20458 (2005 and 2005B Gillespie Road); and

THAT Council authorize the Mayor to sign the Application to Deposit for strata plan EPS6511 on behalf of the District as Approving Authority for strata title conversions as per the requirements of the *Strata Property Act*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

Councillor McMath joined the meeting at 7:19 pm.

7.3. Official Community Plan Review - RFP Update

The Director of Planning provided an overview of the written staff report, outlining the process of issuing a Request for Proposals for consultants interested in working on Sooke's new Official Community Plan (OCP).

Council discussion:

- Staff report outlines what must be included in an OCP, as well as topics that Council may wish to include. Clarification that decision does not need to be made currently and that Council will have opportunity for further discussion as to contents of OCP.
- Merits of including discretionary items vs. creating a document that is too all-encompassing. An OCP can be supported by additional plans and policies not included in the OCP itself.
- Desire to use local knowledge and information already compiled by previous

public engagement efforts, including iterations of Development and Land use committees and extensive consultation efforts focused on an OCP refresh in 2017 and 2018.

- Important to demonstrate that public participation is highly valued and utilized.
- Possibility of cost savings by using in-house expertise rather than a consultant, as well as expanding list of foundational documents already completed.
- Environmental protection has consistently been rated among the top issues of community concern.
- Clarification that Council will have an opportunity to review proposal before a contract is awarded. Council may wish to participate in a proposal review committee.
- Clarification that Council will appoint the members of an OCP review committee.

2020-101

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT COUNCIL receive the report as information.

CARRIED UNANIMOUSLY

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

7.4. CRD Bylaw 4328 – RGS Amendment Referral for Municipal Acceptance

The Director of Planning provided an overview of the written staff report seeking Council direction regarding a request for comment on amendments to the Capital Regional District's Regional Growth Strategy.

2020-102

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to respond to the CRD referral dated March 13, 2020 with a letter of acceptance for Bylaw No. 4328 "*Capital Regional District Regional Growth Strategy Bylaw No. 1, 2018, Amendment Bylaw No. 1, 2019*".

CARRIED UNANIMOUSLY

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

7.5. COVID-19 Relief Measures

The Chief Administrative Officer provided an overview of the staff report, written in response to a Council request from the March 31 Special Council meeting. The report provides an overview of local government's ability to provide financial relief to residents in the context of enabling provincial legislation. Council may consider a bylaw to alter the property tax due date, or may request ministerial permission to write off taxes, but either option may be premature as provincial announcements are expected shortly outlining options for all municipalities.

Council discussion:

- Victoria has adopted a bylaw to postpone the property tax due date by one month to August 4.
- Other municipalities are re-examining budgets and reducing tax increases.
- Sooke staff have been asked to report back to Council with suggested budget amendments to reduce property taxes. Clarification that this staff report is expected shortly.
- Current deadline to adopt tax rate bylaw remains as May 15. Province may extend this date.

2020-103

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
That Council receive this report for information.

CARRIED UNANIMOUSLY

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

7.6. 2020 Community Grant applications

The Corporate Officer provided an overview of the written staff report requesting Council direction as to how Community Grant applications should be processed in light of the COVID-19 pandemic, social distancing measures, and cancellation of in-person Council meetings.

Council discussion:

- Program is oversubscribed with three times as many funds requested as available in budget.
- Possibility of re-purposing program to focus on funding COVID related projects.
- Many, if not all, of the projects outlined will be postponed or altered in light of COVID restrictions.
- Applications were written prior to COVID pandemic. Community needs have changed dramatically.
- Possibility of delaying deadline and asking applicants to resubmit with new restrictions in mind.
- Value of hearing presentations from each applicant, rather than evaluating based only on written applications.
- Council looking to reexamine entire municipal budget to focus on essential services. Community Grants could be seen as a discretionary item.
- Desire to reduce property taxes for residents and businesses who are struggling financially.
- Possibility of building small contingency into budget for community projects that are emergent and essential to COVID recovery.
- Budget line items that fund community groups should also be examined.
- Community Service Agreements may also be considered discretionary. Staff to speak with line item and service agreement organizations to determine how funds are being used in light of COVID restrictions. Further Council discussion to follow.

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- Victoria Foundation Rapid Relief fund has assisted Sooke Food Bank and Sooke Family Resource Society.

2020-104

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

THAT Council eliminate the 2020 Community Grant program, for reconsideration in 2021; and

THAT Council direct staff to notify applicants that the 2020 Community Grant program has been eliminated; and

THAT Council direct staff to remove Community Grant funding from the 2020 budget.

CARRIED.

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

Opposed: Councillor Tony St-Pierre

2020-105

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

THAT Council direct staff to write a report summarizing line item funding and community service agreements, after reviewing funding use with community organizations

CARRIED UNANIMOUSLY

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

8. BYLAWS

8.1. OCP Amendment Bylaw - Update to Regional Context Statement

The Director of Planning provided an overview of the written staff report seeking second reading of *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020* to update the Regional Context Statement. Mr. Pawlow clarified that a Public Hearing would be scheduled only when provincial direction was received outlining how Public Hearings can be accommodated with COVID restrictions.

Council discussion:

- Clarification as to why an amendment is necessary when a new OCP is being worked on. Staff advised that it is a procedural matter required of all 13 member municipalities in the Capital Regional District and that due to the expected timelines associated with completing a new OCP, Sooke would be non-compliant for an extended amount of time should we not amend the current OCP at this point in time.

2020-106

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:

THAT Council give Second Reading to *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020*; and

Minutes for the Regular Council Meeting of the District of Sooke - April 14, 2020

THAT a Public Hearing be scheduled for *Official Community Plan Amendment Bylaw No. 774 (400-15)*, 2020 in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

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

9. NEW BUSINESS

9.1. Notice of Motion from Councillor Tony St-Pierre

- For consideration at April 27, 2020 Regular Council meeting
- That the District of Sooke contribute \$1660 from its Community Grants program to support Sooke Region Food CHI's SOOKE REGION BACKYARD GARDENS project.

Council discussion:

- Community Grant program is being eliminated for 2020.
- Policy CO-003 *Community Grant and Sponsorship Policy* states that late applications will not be forwarded to Council.
- Councillor St-Pierre to contact Sooke Region Food CHI and inform them the Community Grant program has been eliminated for 2020.

9.2. Notice of Motion from Councillor Tony St-Pierre (on behalf of Food Security Working Group)

- For consideration at April 27, 2020 Regular Council meeting
 - Whereas our Food Security is heavily affected by the present pandemic; and
Whereas Council's Strategic Plan includes Food Security as an objective.
THAT the following recommendations from the CAC's Food Security Working Group be adopted into the Council Strategic Plan and that Food Security be made a District of Sooke priority.
 1. Invite the T'Sou-ke Nation to the food security table
 2. Review, adopt and initiate the 2012 Sooke Agricultural Plan
 3. Support the formation of a Food Policy Council and the adoption of a Food Charter
 4. Use OCP Review to update a Food Systems Plan
 5. Initiate a feasibility study for a Food Hub
 6. Participate in a regional food strategy

10. COUNCIL VERBAL REPORTS

Councillor Bateman reported on:

- Status of the Vancouver Island Regional Library in Sooke. Construction may face further delays due to COVID-19.
- Sooke Region Community Health Network focused on Better at Home programming and helping seniors, including pairing local volunteers with

Minutes for the Regular Council Meeting of the District of Sooke - April 14, 2020

isolated seniors to assist with day to day tasks.

- Sooke Region Food CHI is focusing efforts on food security programs.

Councillor Beddows reported on:

- SEAPARC has been notified that the province is interested in using the facility to house people experiencing homelessness during COVID-19 pandemic.

Councillor Lajeunesse reported on:

- Thankful that Council remains healthy, gratitude to staff for adaptability.

Councillor Logins reported on:

- Most Council related liaison activities have been cancelled. Gratitude to Chief Administrative Officer and all staff for adaptability.

Councillor St-Pierre reported on:

- Climate Caucus meeting virtually and food security issues being prioritized by multiple organizations and working groups.
- Council always welcome to attend Climate Caucus meetings.
- Interested in seeing free public transit extended past current COVID crisis.

Mayor Tait reported on:

- Transit still incurring all costs, but no revenue is being collected to allow rear loading.
- Completing many media interviews, grateful for recent in-house media training.
- Liaising with Provincial Ministers, Sooke's MLA and MP, as well as with the Chief Administrative Officer.
- Gratitude for staff who have found a solution to allow Council meetings to move forward.

11. ADJOURNMENT

2020-107

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the April 14, 2020 Regular Meeting of Council be adjourned at 9:12 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, 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
April 27, 2020 7:00 PM
Electronic meeting in accordance with
Ministerial Order MO83

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Ebony Logins
Councillor Megan McMath (arrived at 7:14pm)
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services (left at 9:45pm)
Raechel Gray, Director of Finance
Kenn Mount, Director of Community Safety
Matthew Pawlow, Director of Planning and Development
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:30 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-108

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

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the April 27, 2020, Regular Council meeting to order at 7:00 p.m.

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nations upon whose territory Council meetings take place.

5. APPROVAL OF THE AGENDA

2020-109

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT the agenda for the April 27, 2020 Regular Meeting of Council, 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 Tony St-Pierre
Absent: Councillor Megan McMath

6. ADOPTION OF MINUTES

Minutes of the Regular meeting of Council:

- April 14, 2020 Regular

2020-110

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT the minutes of the April 14, 2020 Regular Meeting of Council, 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 Tony St-Pierre
Absent: Councillor Megan McMath

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided an update on the COVID situation, identifying that the Emergency Operations Center is still operating and will be moving towards recovery support once the provincial reopening plan is announced. The District will continue to adhere to the Health Officer's orders, which may result in a number of staff continuing to work from home due to physical distancing requirements; the work from home policy will be reviewed in conjunction with the orders. Additional measures need to be implemented to ensure residents, and staff, can conduct business safely. Finally, a staff survey will be conducted to assess the service level managed during the pandemic.

8. PUBLIC QUESTION AND COMMENT PERIOD

Written questions and comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on April 27, 2020, were read aloud and recorded for the public record.

- **Ms. E. Badiuk**, Sooke Fine Arts Society, emailed regarding Item No. 9.1. *2020-2024 Five Year Financial Plan Amendments*, highlighting the importance of the District's continued financial support as it aids the society's ability to obtain provincial and federal funding for the Sooke Fine Arts Show.
- **Ms. E. Lewers** emailed regarding Item No. 9.2. *Update-Development Procedures During COVID-19 Pandemic*, expressing the importance of public input and Item 11.1. *Notice of Motion from Councillor Tony St-Pierre (on behalf of Food Security Working Group)*, suggesting that the District 2012 Agricultural Plan should be reviewed and noted concerns regarding insurance and water rates for small farms.

9. REPORTS

9.1. 2020-2024 Five Year Financial Plan Amendments

The Director of Finance provided an overview of the written staff report, outlining potential changes to the 2020-2024 Five Year Financial Plan to reduce the property tax increase and information on property tax rate bylaw options.

The tax rate submission date will not change, unless authorized by the provincial or federal government, as the District is still required to remit all third-party taxes regardless of the current situation. Assurances are needed to ensure municipal taxes are paid, so that the District does not have to borrow funds to continue operations.

Councillor McMath joined the meeting at 7:14 p.m.

Council discussion:

- Consensus that Canada Day celebrations and fireworks should be eliminated from the budget for 2020. Should a community event be an option in late summer or early fall, Council will evaluate event options and funding at that time.
- Assurances that 2021 taxes would remain relatively the same as currently proposed in the Five-Year Financial plan, residents may still be in recovery mode next year.
- New hires will be delayed, not eliminated.
- Majority of the reductions will come from capital projects.
- The records vault should be removed and revisited next year.
- Desired zero percent increase over 2019 if possible.
- Concerns with limited information provided from line item and service agreement recipients, desire to have staff provide an update.
- Appreciation banquet for Fire department volunteers, delayed until 2021.
- The website update should not be eliminated from the budget, it can be done once the Communication position is filled.
- Assurance that major issues with building maintenance should remain as priorities.
 - Confirmation was provided from the Director of Community Safety that municipal hall undergoes regulatory inspections by the Fire Inspector.
- Possible future funding opportunities through provincial and federal governments for infrastructure or capital projects.

2020-111

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

THAT Council receive this report for information.

CARRIED UNANIMOUSLY

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

2020-112

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council direct staff to leave the capital funds for a website in the budget but defer the vault to 2021.

WITHDRAWN

The Chief Administrative Officer advised due to the nuances of the calculations involved with balancing the budget, he suggested changing the motion to include direction to staff to report back with a zero percent increase, rather than specifics.

Councillor St-Pierre and Councillor Beddows were in support of withdrawing motion 2020-112, in response to the Chief Administrative Officer's advice.

2020-113

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council direct staff to bring forward an adjusted 2020 Five-Year Financial Plan, to the May 11, 2020 Regular Council meeting, with a zero percent tax increase over 2019.

CARRIED UNANIMOUSLY

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

9.2. Update - Development Procedures During COVID-19 Pandemic

The Director of Planning provided an overview of the written staff report, outlining several options for amendments to planning and development bylaws and policies, to aid in the processing of applications during the COVID-19 pandemic, while meeting transparency and accountability requirements.

Council discussion:

- Assurances that the public will be provided ample opportunity, with sufficient notice, to provide comment, where applicable.
- Desire to minimize legal jargon for public hearing notifications, if possible, to enhance understanding for citizens interested in comprehending applications.
 - The Corporate Officer advised that public hearing notification details are mandated by the *Community Charter*, however, she would look at ways to increase understanding in notifications if possible.
- Clarity that, should applicants be unsatisfied with the results of a District decision, an appeal process available to them under delegated authority.

2020-114

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to bring forward amendments to Development Application Procedures Policy No. 8.4, 2011 to allow for alternative public information gathering compliant with social isolation guidelines, when required in accordance with sections 2.8 and 3.9; and, that section 7.8 be amended to require submissions to an application be received by 4 pm the day before the Council meeting;

THAT Council cease public input for Development Variance Permit applications during a Council meeting and accept submissions as instructed within the notice of meeting date that are to be included in the report to Council;

THAT Council direct staff to bring forward amendments to Development Permit Delegation Bylaw No. 705, 2018 to include the revised position title of Director of Planning and Development as the delegated authority;

THAT Council direct staff to bring forward Zoning Bylaw Amendment applications on a case-by-case basis in accordance with section 464 of the Local Government Act and to indicate options for obtaining public input with each application; and

THAT Council direct staff to further explore delegated authority for Development Permits and minor variance applications, and report back to Council.

CARRIED UNANIMOUSLY

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

10. BYLAWS

10.1. Officers and Delegation of Authority Amendment Bylaw No. 783 (672-1), 2020 - Residential Strata Title Conversion Applications

The Director of Planning provided an overview of the written staff report, outlining options to allow for continuity of development processes during the COVID-19 pandemic, through the amendment of the *Officers and Delegation of Authority Bylaw*. As well seeking direction from Council in updating Policy No. 8.6. *Residential Strata Title Conversion Policy, 2010*.

Council discussion:

- Concerns that there is minimal time-savings implementing the proposed changes, as there are very few applications.
- The importance of ensuring transparency with the public.
- The information contained in applications is beneficial for Council knowledge of community projects.

2020-115

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

THAT Council received the Delegation of Approving Authority for Residential Strata Title Conversion Applications report, for information.

CARRIED.

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

Opposed: Councillor Tony St-Pierre

Carolyn Mushata left the meeting at 9:45 p.m.

11. NEW BUSINESS

11.1. Notice of Motion from Councillor Tony St-Pierre (on behalf of Food Security Working Group)

- From the April 24, 2020, Regular Council meeting

Councillor St-Pierre provided the rationale behind the notice of motion highlighting the following:

- The current Covid-19 pandemic shows gaps in the food systems and supply chains.
- Council's Strategic Plan currently has a place holder for food security with no action items attached.

Council discussion:

- Concerns around financial feasibility, lack of specific short and long term goals associated with actions, and who will manage projects and planning.
- Desire to have a refined plan that identifies measurables, steps to achieve success and final outcomes.
- Suggest that the Climate Action Committee develop plans and present to Council, at a later date.

2020-116

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

Whereas our Food Security is heavily affected by the present pandemic; and

Whereas Council's Strategic Plan includes Food Security as an objective.

THAT the following recommendations from the CAC's Food Security Working Group be adopted into the Council Strategic Plan and that Food Security be made a District of Sooke priority.

1. Invite the T'Sou-ke Nation to the food security table
2. Review, adopt and initiate the 2012 Sooke Agricultural Plan
3. Support the formation of a Food Policy Council and the adoption of a Food Charter
4. Use OCP Review to update a Food Systems Plan
5. Initiate a feasibility study for a Food Hub
6. Participate in a regional food strategy

DEFEATED.

In Favour: Councillor Jeff Bateman and Councillor Tony St-Pierre

Opposed: Mayor Maja Tait, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath

A round table discussion ensued regarding the option for staff to evaluate the suggested food security notice of motion and return with a report on the feasibility of integrating these items as suggested.

2020-117

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

THAT the Council direct staff to report back on the feasibility and impacts of the following resolution:

- THAT the following recommendations from the CAC's Food Security Working Group be adopted into the Council Strategic Plan and that Food Security be made a District of Sooke priority.
1. Invite the T'Sou-ke Nation to the food security table
 2. Review, adopt and initiate the 2012 Sooke Agricultural Plan
 3. Support the formation of a Food Policy Council and the adoption of a Food Charter
 4. Use OCP Review to update a Food Systems Plan
 5. Initiate a feasibility study for a Food Hub
 6. Participate in a regional food strategy

CARRIED.

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

Opposed: Councillor Ebony Logins

11.2. Notice of Motion from Councillor Tony St-Pierre

- From the April 14, 2020, Regular Council meeting

Councillor St-Pierre provided the rationale behind this notice of motion and highlighted the following:

- The program would assist residents who currently have additional time to learn, and are interested in, how to build backyard food gardens. This would assist many in becoming less dependent on the supply chain and grow food for themselves.

Council discussion:

- Concerns that this application was brought forward with the community grant program, which was cancelled, and providing funding would display unequal contributions as other applicants were not provided the opportunity to change their direction if they were able.
- Applauded the Sooke Region Food CHI's project and agreed that it is valuable for residents to learn about backyard gardening.
- This project is not an immediate solution for the current situation, rather a long-term plan.
- The differing opinions of what constitutes food security, buy in from residents, and concerns that this will be provided minimal support at this current time.

2020-118

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

THAT the District of Sooke contribute \$1660 from Council Contingency to support Sooke Region Food CHI's SOOKE REGION BACKYARD GARDENS project.

DEFEATED.

In Favour: Councillor Jeff Bateman and Councillor Tony St-Pierre

Opposed: Mayor Maja Tait, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath

12. CORRESPONDENCE

12.1. Denwood Holdings - 2076 Otter Point Road

A letter requesting an extension of time for the compliance orders given for 2076 Otter Point Road to remediate the property owned by Denwood Holdings Ltd.

2020-119

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

THAT Council receive the correspondence from Rory Morahan, regarding the property at 2076 Otter Point Road, for information.

CARRIED UNANIMOUSLY

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

13. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- Seaparc isolation shelter responses and reminder that spaces are for those already in the community.

Councillor Bateman reported on:

- The Vancouver Island Regional Library progress, hopeful groundbreaking in the summer of 2020.

Councillor McMath reported on:

- Her appreciation to fellow Councillors understanding as she transitions into a new job.
- Encouragement to donate blood during these times when donations are lower than ever.

Mayor Tait reported on:

- Reminder of the Mayor's Address, weekly on Monday's at 1:00 p.m.
- The Sooke Chamber of Commerce has launched the Better Buy Sooke campaign, which has been established to support local businesses in the community.
- Past Fire Chief, Steve Sorensen, is a recipient of the BC Achievement Community Award recognizing his community dedication.
- Recognition of Ed Banner's 100th birthday.

14. ADJOURNMENT

2020-120

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

THAT the April 27, 2020, Regular Council meeting be adjourned at 10:06 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, 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
May 11, 2020 7:00 PM
Electronic Meeting
In accordance with Ministerial Order M139

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Megan McMath (arrived at 7:12 pm)
Councillor Tony St-Pierre

ABSENT:

Councillor Ebony Logins

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Patti Rear, Deputy Corporate Officer
Raechel Gray, Director of Finance
Kenn Mount, Director of Community Safety
Matthew Pawlow, Director of Planning and Development
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the meeting to order at 5:58 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-123

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT this meeting be closed to the public under section 90(1)(a),(c),(g) and/or (i) of the *Community Charter* as it pertains to identifiable individuals, labour relations, litigation or potential litigation, and legal advice.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the May 11, 2020, Regular Council meeting to order at 7:00 p.m.

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council meetings take place.

5. APPROVAL OF THE AGENDA

2020-124

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the agenda for the May 11, 2020 Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 6.1. *Development Variance Permit - 2106 Melrick Place*; and
- Addition of Supplemental Information for Item No. 6.2. *Development Permit with Variance - 2365 Church Road.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

6. PUBLIC AND STATUTORY HEARINGS

6.1. Development Variance Permit - 2106 Melrick Place

The Director of Planning provided an overview of the written staff report, outlining the request for a reduction to the side lot line setback to facilitate a subdivision and create a new side lot setback, at 2106 Melrick Place.

Councillor McMath joined the meeting at 7:12 p.m.

Council discussion:

- Assurance that the land use is following municipal bylaws.
- Rational for request is due to the side lot line set back, staff would review the application via the subdivision process.
- Confirmation that the structure planned for construction, is likely an additional single-family detached dwelling.
- The document referencing restrictions, supplied in the supplemental information, is dated and no longer affects the property whilst sub-diving.
- Councillor Bateman was opposed to the recommendation as the proposal does not meet OCP requirements as listed in the the staff report - it does not enhance neighborhood character, does not create a diversity of housing options, and the area is not appropriate for densification. Councillor Bateman also expressed concern regarding precedent setting and opportunity for increased development in the area.
- Councillor Beddows was opposed to the recommendation, due to the lack of parking in the area.

Public Input:

- The Deputy Corporate Officer summarized the written comments submitted to info@sooke.ca, which included four (4) pieces of correspondence. These did not specifically note opposition or support, rather concerns with lack of parking, unknown building scheme, increase in traffic and a decrease in green space.

2020-125

MOVED by Councillor Megan McMath, seconded by Mayor Maja Tait:

THAT Council issue Development Variance Permit PLN01491 for the purposes of a reduced side lot line setback at 2106 Melrick Place.

CARRIED.

In Favour: Mayor Maja Tait, Councillor Dana Lajeunesse, Councillor Megan McMath, and Councillor Tony St-Pierre

Opposed: Councillor Jeff Bateman and Councillor Al Beddows

Absent: Councillor Ebony Logins

6.2. **Development Permit with Variance - 2365 Church Road**

The Director of Planning provided an overview of the written staff report, outlining the application to convert a single-family dwelling into a Community Care Facility (daycare) at 2365 Church Road. The variances requested include parking space configuration and reduction to the side lot line setback.

It was suggested that if Council is opposed to the application, rather than requiring the applicant to wait 12 months to re-apply, the preference is to defer the motion and request staff to work with the applicant on alternatives.

Public Input:

- The Deputy Corporate Officer summarized the written comments submitted to info@sooke.ca, which included nine (9) pieces of correspondence. One (1) letter in support and three (3) opposed to the DVP. Concerns expressed, and in order of concern included: parking for drop off and pick up, the safety of children in the parking area and proximity to the road, lack of staff parking, and the increase traffic and noise.

Council discussion:

- Concerns that the facility is in a residential area.
- Dissatisfaction with limited staff and client parking, in addition to drop off/ pick up space and safety.
- Safety of attendees and residents in this area is important, as a daycare will sustainably increase traffic on an already busy street.

2020-126

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

THAT Council defer the Development Permit with Variance (PLN01483) for the purpose of developing a Community Care Facility at 2365 Church Road; and

THAT staff report back with an alternate parking scheme, including increased parking for staff and parent drop off/ pick up spots.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

7. ADOPTION OF MINUTES

Minutes of the Regular meetings of Council:

- April 27, 2020 - Regular

2020-127

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the minutes of the April 27, 2020 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided an update on the COVID-19 response to recovery process and the affects on the municipality, along with the steps the District will take to ensure compliance with the BC Health Minister's orders to open the doors to the public.

9. PUBLIC QUESTION AND COMMENT PERIOD

There were no written questions or comments submitted to info@sooke.ca for this meeting.

Due to technical difficulties the video conference ended, and the remainder of the meeting was not captured for publication.

10. REPORTS

10.1. District of Sooke Audited 2019 Financial Statements

The Director of Finance provided an overview of the written staff report, highlighting that KPMG reviewed the District's financial reporting and reported back with a clean audit and no significant issues.

2020-128

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council accept the Draft Financial Statements of the District of Sooke, year ended December 31, 2019.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - May 11, 2020

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

Absent: Councillor Ebony Logins

10.2. Notice of Motion Response - Food Security

The Chief Administrative provided an overview of the written staff report, highlighting that these initiatives should be prioritized during the Council Strategic Plan review in June to ensure all components within the schedule are considered simultaneously.

2020-129

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council receive this report for information.

THAT Council direct staff to amend Goal 2 of the 2019-2022 Council Strategic Plan to include the following Actions under Objective 2.5 of Appendix A - Action Plan:

- Invite the T'Sou-ke Nation to the food security table
- Review, adopt and initiate the 2012 Sooke Agricultural Plan
- Support the formation of a Food Policy Council and the adoption of a Food Charter
- Use the OCP review to update a Food Systems Plan
- Initiate a feasibility study for a Food Hub
- Participate in a regional food strategy

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11. BYLAWS

11.1. Zoning Amendment Bylaw No. 748 (600-76), 2020 - 2096 Kennedy Street

A bylaw to amend the zoning at 2096 Kennedy Street from Large Lot Residential (R1) to Medium Density Multi Family 2 (RM2).

2020-130

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 748 (600-76), 2020*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11.2. Five Year Financial Plan Amendment Bylaw No. 785 (770-01), 2020

Minutes for the Regular Council Meeting of the District of Sooke - May 11, 2020

The Director of Finance provided an overview of the written staff report, highlighting the amendment reduces the 2020 budget from 4.01% down to 0%, for municipal taxes. The District does not have control over external agencies and thus there still could be an increase accommodate for the collection of these funds.

Council discussion:

- Savings for this year are significant from the first draft of the budget.
- Desire to ensure next years taxes are not overextended to absorb this 0% increase, a re-evaluation of how the pandemic has affected residents should be conducted with 2021 budget planning.

2020-131

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council give First, Second, and Third reading to the Bylaw cited as *Five-Year Financial Plan Amendment Bylaw No. 785 (770-01), 2020.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-132

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as *Five-Year Financial Plan Amendment Bylaw No. 785 (770-01), 2020.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Note: This bylaw was adopted in compliance with Ministerial Order M139 s. 12, which states: Despite section 135 (3) [requirements for passing bylaws] of the Community Charter, a council may adopt a bylaw on the same day that a bylaw has been given third reading.

11.3. Property Tax Rate Bylaw No. 784, 2020

The Director of Finance provided an overview of the written staff report, outlining the requirement for a Property Tax Rate Bylaw to be adopted by May 14th each year.

2020-133

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council give First, Second and Third reading to the *Property Tax Rate Bylaw No. 784, 2020.*

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - May 11, 2020

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

Absent: Councillor Ebony Logins

2020-134

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as *Property Tax Rate Bylaw No. 784, 2020*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Note: This bylaw was adopted in compliance with Ministerial Order M139 s. 12, which states: Despite section 135 (3) [requirements for passing bylaws] of the Community Charter, a council may adopt a bylaw on the same day that a bylaw has been given third reading.

12. NEW BUSINESS

12.1. Notice of Motion - Financial Hardship Property Tax Deferment Program (Mayor Tait)

Mayor Tait requested Council waive the notice of motion requirement and discuss the item at the current meeting.

2020-135

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:
THAT notice be waived for Item No. 11.1. *Notice of Motion-Financial Hardship Property Tax Deferment Program*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Mayor Tait provided an overview of the program, the history, and the importance of supporting residents during these difficult times.

2020-136

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:
WHEREAS the COVID-19 pandemic has brought extraordinary hardship to some residents;

AND WHEREAS the Province has provided some relief measures to local governments, there remains financial impacted residents who do not qualify for the existing tax deferment program;

Minutes for the Regular Council Meeting of the District of Sooke - May 11, 2020

THEREFORE IT BE RESOLVED that Council request the Mayor in sending a letter to the Province (Minister of Municipal Affairs, Minister of Finance and Sooke's MLA) to request reinstatement of the Financial Hardship Property Tax Deferral Program created in 2008.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

12.2. Notice of Motion - Sooke Region Chamber of Commerce (Mayor Tait)

- For consideration at the May 25, 2020 Regular Council meeting

THAT Council direct staff to prepare a service agreement with the Sooke Region Chamber of Commerce that includes operational funding for 2020 in the amount of \$16,000 from Council Contingency; and

THAT staff be further directed to include the Sooke Region Chamber of Commerce as part of the overall review of existing District of Sooke service agreements and line items.

13. COUNCIL VERBAL REPORTS

Councillor Bateman reported on:

- The EMCS Society's plan to replace theatre seats over the summer, or the winter break, dependent on social distancing requirements. Lighting has already been installed at the theatre.
- Attendance at the virtual board meeting for the Chamber of Commerce, highlighting the Better Buy Sooke program, upcoming Zoom mixer for members and a new laptop refurbishment program to assist School District 62.

Councillor St-Pierre reported on:

- Attendance at the virtual meeting for the Sooke Historical Society.

Councillor Lajeunesse reported on:

- Attended a meeting with the Homelessness Coalition and disappointment in the public for harassment of staff, volunteers and patrons of the isolation shelter at SEAPARC.

Councillor Beddows reported on:

- Attended a SEAPARC Commission meeting and success of the isolation shelter, minus the discouraging conduct of some residents towards staff, volunteers, and patrons of the shelter.

Councillor McMath reported on:

Minutes for the Regular Council Meeting of the District of Sooke - May 11, 2020

- Participation with the Sooke Food Bank for delivery of pet food and supplies to those in need, encouraging those who can assist to contact the Sooke Food Bank.

Mayor Tait reported on:

- The weekly Mayor's Address on Mondays will continue until BC's State of Emergency is lifted, except next week due to the Victoria Day holiday.
- South Island Mayors are meeting virtually every week, to ensure consistency and working together to establish a regional approach to the impacts of the pandemic.
- Attended the virtual meeting for the Rotary Club, who are fundraising by making facial protection masks.
- Reported on the increased security requirements at SEAPARC due to verbal abuse of staff and volunteers, by the public, at the facility.

14. ADJOURNMENT

2020-137

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

THAT the May 11, 2020, Regular Council meeting be adjourned at 8:50 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Certified Correct:



Maja Tait
Mayor



Patti Rear
Deputy Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
May 25, 2020 7:00 PM
Council Chamber
2225 Offer Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning (via teleconference)
Laura Hooper, Head of Parks & Environmental Services (via teleconference)
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins

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 (c) of the *Community Charter* as it pertains to identifiable individuals and labour relations.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the May 25, 2020 Regular Council meeting to order at 7:00 p.m.

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council meetings take place.

5. APPROVAL OF THE AGENDA

2020-138

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

THAT the agenda for the May 25, 2020 Regular Meeting of Council, be adopted with the addition of Supplemental Information.

- Item 10.1. - Correspondence received

Minutes for the Regular Council Meeting of the District of Sooke - May 25, 2020

- Item 10.2. - Correspondence received

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- May 11, 2020 - Regular
- May 19, 2020 - Special
- May 19, 2020 - Committee of the Whole

2020-139

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

THAT the minutes of the May 11, 2020 Regular Meeting of Council, be adopted as amended.

THAT the minutes of the May 19, 2020 Special Meeting of Council, be adopted as circulated.

THAT the minutes of the May 19, 2020 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 Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided a verbal report as follows:

- Some Municipal Hall staff who have been working from home during the COVID-19 pandemic returned to the office today. Staff able to complete their duties from home may have an extended work from home agreement or a hybrid model, reducing the number of staff in the office at any given time.
- Municipal Hall will be re-opened to the public on June 1 on a limited basis for the payment of property taxes and submission of completed development applications. All other municipal services continue to be available through phone and email.
- Many municipal staff maintained their regular schedules and working arrangements through uncertain times including parks, wastewater, fire, reception, and EOC staff.
- Council can expect regular quarterly reporting on Strategic Plan objectives to commence once again, starting at the June 22 Regular Council meeting.

8. PUBLIC QUESTION AND COMMENT PERIOD

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on May 25, 2020, were summarized, read aloud, and recorded for the public record.

Minutes for the Regular Council Meeting of the District of Sooke - May 25, 2020

The Corporate Officer read aloud 3 pieces of correspondence received:

- Mrs. C. Roy submitted correspondence against the installation of a Memorial Wall at Whiffin Spit Park. Mrs. Roy would like more public input opportunities regarding how municipal funds are spent.
- Mrs. G. Pope submitted correspondence against the installation of a Memorial Wall at Whiffin Spit Park and stated that she would prefer the funds be spent on repair and maintenance of existing benches.
- Mrs. S. Jones submitted correspondence in support of Council entering into a service agreement with the Sooke Region Chamber of Commerce.

9. CONSENT AGENDA

2020-140

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Items 9.1 and 9.2 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

9.1. Committee of the Whole recommendations - May 19, 2020

- THAT Council authorize staff to solicit public input on revisions to sections of the *Fire Protection Services Bylaw, 2007*, Bylaw No. 292, that pertain to open air fires and campfires, through creation of a public engagement plan and online survey provided to Council prior to issuance.
- THAT Council direct staff to bring forward an amendment bylaw to the *Fire Protection Services Bylaw, 2007*, Bylaw No. 292, in 2020 that pertains to open air fires and campfires, reduces fire risk; considers air quality, public health and environmental concerns; aligns with provincial regulations; is enforceable; and, considers community input along with a framework for garden waste collection.

9.2. Correspondence received May 6 - May 19, 2020

2020-141

THAT the correspondence received May 6 - May 19, 2020 be received for information and filed accordingly.

10. REPORTS

10.1. Whiffin Spit Memorial Wall

The Head of Parks and Environmental Services provided a PowerPoint presentation and overview of the written staff report. Council had previously directed staff to reimagine options for a Memorial Wall at Whiffin Spit after the initially proposed design was rejected. Staff have prepared three options based on the Sooke Program of the

Minutes for the Regular Council Meeting of the District of Sooke - May 25, 2020

Arts Committee's vision for an artistic structure in harmony with natural surroundings that allows for the installation of 250 memorial plaques. The recommended staff option is proposed for a new location, at Manuel Quimper Park, adjacent to the entrance of Whiffin Spit Park.

Council discussion:

- Staff recommendation is to mirror the size and shape of existing structures that contain artwork and interpretive signage at Manuel Quimper Park.
- Confirmation that existing structure was refurbished several years ago and is expected to remain in good condition.
- Discussion of contractual obligations to Stewart Monumental at current time.
- Councillor St-Pierre suggested that stone benches might be a better addition to Manuel Quimper Park.
- Councillor McMath proposed a brick memorial path in place of the proposed stone memorial wall.
- Council discussion of Sooke Program of the Arts Committee work and recommendations that have led to current proposal.
- Request for Proposals did not garner bids from local businesses.
- Memorial Wall initiative was led by the late Councillor Parkinson, whose intention was that the structure be a piece of functional artwork.
- Option of separating three distinct issues, rather than attempting to find one solution for all - overcrowding of memorial benches at Whiffin Spit, creating an alternative memorial solution at Whiffin Spit, and commissioning a piece of public art.

2020-142

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

THAT COUNCIL suspend the rules and allow each member of Council to speak more than twice on this item.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Council discussion:

- The Director of Finance clarified that the funds proposed for this project are from the Sooke Program of the Arts Reserve Fund, which requires that the money be spent on public art.
- Policy 13.4, *Municipal Arts Program Policy*, defines Public Art as:
 - original or limited editions of visual works of decorative or functional purpose which include, but are not limited to:
 - Sculpture in any material or combination of materials.
 - Murals, mosaics, fibre works, glass works, photography, paintings, or other art forms in any material or combination of materials.
 - Tableaux, vignettes or creative displays of an artistic/informational nature which interpret the heritage significance of a building or site.

Minutes for the Regular Council Meeting of the District of Sooke - May 25, 2020

- Architectural embellishments such as street inlays, or landscaping features with artistic intent that are consistent with any relevant guidelines for development in Sooke's development permit areas.
- Desire to have T'Sou-ke Nation input into installation at Whiffin Spit due to cultural significance of the area.
- Clarification that 6-8 families are currently waitlisted for memorial items at Whiffin Spit.
- Desire to re-engage with Sooke Program of the Arts (SPA) Committee and review options for a memorial structure. SPA Committee will require new members and existing members should be encouraged to reapply. Council liaison to the SPA Committee will be required.

2020-143

MOVED by Councillor Tony St-Pierre, seconded by Mayor Maja Tait:

THAT Council approve Stewart Monumental Work Ltd. as the successful proponent under the request for proposals for the supply and install of a stand-alone memorial sculpture structure at Manual Quimper Park in the amount of \$33,600 + taxes.

DEFEATED.

In Favour: Mayor Maja Tait and Councillor Tony St-Pierre

Opposed: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, and Councillor Megan McMath

Absent: Councillor Ebony Logins

2020-144

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

THAT the award be postponed until staff return with a revised memorial design for Whiffin Spit after consultation with the Sooke Program of the Arts Committee, the T'Sou-ke First Nation, and the contractor; and

THAT staff be directed to investigate the feasibility of a brick memorial pathway feature.

AMENDMENT:

2020-145

MOVED by Mayor Maja Tait, seconded by Councillor Al Beddows:

THAT resolution 2020-144 be divided into two parts.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

AMENDMENT:

2020-146

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

THAT resolution 2020-144 be amended by adding the words " or Manuel Quimper Park" after "Whiffin Spit".

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - May 25, 2020

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

Absent: Councillor Ebony Logins

THE MAIN MOTION WAS THEN PUT AND CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-147

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre: THAT staff be directed to investigate the feasibility of a brick memorial pathway feature.

DEFEATED.

In Favour: Councillor Dana Lajeunesse, Councillor Megan McMath, and Councillor Tony St-Pierre

Opposed: Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Al Beddows

Absent: Councillor Ebony Logins

2020-148

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council direct staff to bring forward a report on the relaunch of the Sooke Program of the Arts Committee and provide Terms of Reference for Council review and consideration.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10.2. Development Permit with Variances & Site-Specific Floodplain Exemption - 1931 Goodridge Road

The Director of Planning provided an overview of the written staff report, recommending that Council issue a Development Permit with Variance and Site-Specific Floodplain Exemption for 1931 Goodridge Road for the purpose of constructing an elevator pit.

Mayor Tait read two comments submitted by members of the public:

- B. Mooney submitted correspondence in support of Council approving the issuance of Development Permit with Variance and Site-Specific Floodplain Exemption at 1931 Goodridge Road.
- N. Borden submitted correspondence in support of Council approving the issuance of Development Permit with Variance and Site-Specific Floodplain Exemption at 1931 Goodridge Road.

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There were no questions or comments from Council.

2020-149

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre: WHEREAS Stantec has provided a Report and a certification under s. 524 (7) of the *Local Government Act* stating that the land at 1931 Goodridge Road may be safely used if the elevator pit on the land is constructed with a Flood Construction Level of 1.08 meters, instead of the 1.5 meters required by *Flood Regulation Bylaw No. 561, 2013*.

THAT Council exempts the owners of 1931 Goodridge Road from s. 524 (6) of the *Local Government Act* and s. 6.1 of *Flood Regulation Bylaw* for the purpose of constructing an elevator pit at the described Flood Construction Level of 1.08 meters per the Stantec Report dated August 27, 2019; and

THAT Council approve the issuance of Development Permit with variances PLN01454 for the purpose of adding an elevator to the exterior of an existing boat storage building located at 1931 Goodridge Rd, subject to completion of the following conditions prior to Building Permit Issuance:

1. Enter into a landscape agreement and provide security as per landscape plan L-001;
2. Register a s. 219 restrictive covenant to the satisfaction of the Director of Planning and Development and in compliance with s. 8.3 of *Flood Regulation Bylaw*;
3. Enter into an agreement to pay a non-refundable deposit in the amount of \$1,000.00 as cash-in-lieu for 2 street trees required by *Bylaw 404*; and
4. Whereas 5 parking spaces are proposed to be located off-site at 5583 Medberry Close, the owner is responsible for entering into and registering a parking covenant and private easement for exclusive rights to use the parking spaces and the driveway adjacent to the development depicted on Stantec Plan drawing number A-001.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10.3. **Return to Work Plan During COVID-19 Pandemic Policy AD-009**

The Chief Administrative Officer provided an overview of the written staff report, requesting Council support for Administrative Policy AD-009. Legal opinions have differed as to whether the policy should be administrative or Council-issued and therefore Council endorsement is being sought.

2020-150

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

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THAT Council endorse Administrative Policy AD-009 Return to Work Plan During COVID-19 Pandemic;

AND THAT Council recognizes that Administration may need to amend the policy to address changing circumstances and supports adjustments to the policy by the Chief Administrative Officer.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11. NEW BUSINESS

11.1. Notice of Motion from Mayor Maja Tait - Sooke Region Chamber of Commerce Service Agreement

- From the May 11, 2020 Regular Council meeting for consideration at May 25, 2020 Regular Council meeting

Council discussion:

- Historical funding of Service Agreements with the Sooke Region Chamber of Commerce and other Economic Development initiatives.
- Legislation prohibits Council from providing financial support to businesses, but Council would like to support economic recovery of business community.
- Confusion as to how the Chamber of Commerce intends to spend the \$16,000. Council would like further details.
- Proposed Service Agreement would require detailed deliverables as a part of the contract. Staff can work with the Chamber of Commerce to develop a detailed Schedule A, outlining services the Chamber will provide.
- The Chief Administrative Officer advised Council that sections 24 and 25 of the *Community Charter* stipulate that such a service agreement must be for a service that the District would otherwise provide, and public notification requirements apply.
- Council will review the Service Agreement before it is signed.
- An overview of all current Service Agreements, associated deliverables, and reporting requirements is required.

2020-151

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council direct staff to prepare a service agreement with the Sooke Region Chamber of Commerce that includes operational funding for 2020, prior to providing the amount of \$16,000 from Council Contingency; and

THAT staff be further directed to include the Sooke Region Chamber of Commerce as part of the overall review of existing District of Sooke service agreements and line items.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11.2. Notice of Motion from Mayor Maja Tait - Economic Recovery - Expedite Applications

Mayor Tait requested that Council waive the notice of motion requirement and discuss the item at the current meeting.

2020-152

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

THAT notice be waived for Item 11.2. *Economic Recovery - Expedite Applications*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Council discussion:

- Mayor Tait provided Council with background information regarding changes to provincial liquor licensing requirements to allow for expedited processing of applications from businesses who wish to expand the physical space for which they are licensed to serve liquor, to promote physical distancing of patrons.
- Clarification that expedited provincial process is in place only until October 31, 2020. Council support of this motion would automatically extend Sooke's process should the Province extend this deadline.

2020-153

MOVED by Mayor Maja Tait, seconded by Councillor Megan McMath:

THAT Council direct staff to expedite commercial building permit and liquor license applications to aid in the economic recovery from COVID-19.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

12. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported on:

- District of Sooke Climate Action Committee is meeting May 26 via Zoom.

Councillor Beddows reported on:

- SEAPARC is considering early closure of transitional housing in arena facility to allow summer camp programs to utilize the space.

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Councillor Bateman reported on:

- Attending Age Friendly Committee meetings and learning about new services and innovation to assist local seniors during COVID-19 pandemic.
- Sooke Meals on Wheels program and Sooke Food Bank both reporting increased demand.
- Sooke Island Prosperity Project released their first monthly "Prosperity Index" report on local economic activities.

Mayor Tait reported on:

- Former Municipal Councillor Sheila Beech passed away on Mother's Day. Sheila was a strong community advocate who will be greatly missed.
- Mayor's final Public Address was delivered earlier today as the Provincial State of Emergency is set to expire on May 26. Continued COVID-related updates will be added to the beginning of Regular Council meetings for the time being.
- Capital Regional District Board meetings are being held with 9 directors in attendance and the remaining directors participating electronically. CRD Committee meetings will commence in July.
- Notice of Motion submitted by Mayor Tait in support of establishing a Regional Mountain Biking Policy and Advisory Committee will be considered at May 27 CRD Board meeting.
- Attending Union of BC Municipalities Executive meetings last week.
- Continued advocacy to the Province for expansion of property tax deferral programs.
- Return to Work Policy Training being offered internally includes information for Councillors regarding electronic participation in Council meetings.

13. RELEASE OF CLOSED MEETING RESOLUTIONS

The following resolution from the In-Camera portion of the May 25, 2020 Regular Council meeting was released:

THAT Council appoint Jeffrey Robinson to the Climate Action Committee.

14. ADJOURNMENT

2020-154

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

THAT the May 25, 2020 Regular Council meeting be adjourned at 9:12 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Minutes for the Regular Council Meeting of the District of Sooke - May 25, 2020

Certified Correct:



**Maja Tait
Mayor**



**Carolyn Mushata
Corporate Officer**



MINUTES
District of Sooke
Special Council Meeting
June 8, 2020 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, Director of Finance
Matthew Pawlow, Director of Planning & Development (electronic participation)
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 6:00 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-155

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

THAT this meeting be closed to the public under section 90(1)(g) and (i) and 90(2)(b) of the *Community Charter* as it pertains to litigation or potential litigation, solicitor-client privilege and information held in confidence between a municipality and provincial or federal government.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council meetings take place.

Mayor Tait advised she would no longer host a weekly Mayor's Address regarding COVID-19. New updates will be provided at the beginning of Council meetings for the duration of the Provincial State of Emergency. The following was reported: The District emergency program has scaled back to a Level 1, Municipal hall has reopened to the public, parks and playgrounds have reopened for use, provincial parks and campgrounds are open, and CRD board meetings are still being held virtually but will be open to physical attendance in the near future.

5. APPROVAL OF THE AGENDA

2020-156

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT the agenda for the June 8, 2020 Special Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 7.1. *OCP Consultant Selection* and Item No. 7.2. *Draft OCP Advisory Committee Terms of Reference*.
- Addition of New Business Item No. 7.4. *South Island Prosperity Project-Voting Delegate*.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

6. PUBLIC QUESTION AND COMMENT PERIOD

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on June 8, 2020, were read aloud and recorded for the public record.

Mayor Tait read aloud for two (2) minutes from the following submission:

- Climate Action Committee members: Ms. C. Schlattner, Ms. C. Keogan, Ms. S. Clarke, Mr. K. Topelko, Mr. A. Moore. Councillor St-Pierre, regarding Item No. 7.2. *OCP Advisory Committee Terms of Reference*, urging the inclusion of climate-specific representation on the Advisory Committee.

7. REPORTS

7.1. OCP Consultant Selection

RPT -2020-0069, 6480-20,

The Director of Planning & Development provided an overview of the written staff report, outlining the process undertaken to select a consultant to facilitate the review and update of Sooke's Official Community Plan. There were nine (9) responses to the Request for Proposals (RFP), DIALOG was selected as they showed the best value for the budget, extensive experience, ideas for engagement given physical distancing guidelines, a strong social media presence and a vast variety of experience and expertise.

Council discussion:

- The District's selection committee was comprised of department planners including the Director of Planning and the Senior Planner.
- Experience of senior planning staff in other OCP-RFP processes has benefited Sooke's ability to produce a high-quality and innovative RFP.
- The Senior planner will lead communication with the consultant.
- Importance of climate action and sustainable solutions being included in the OCP.
- Assurance that the project will be within budget as GST is rebated to municipal government.
- Although the successful proponent provide a very comprehensive proposal, the preference would have been to see all submissions.
- Confidence that staff will work closely with the consultant to ensure nothing is left out and duplication is limited.

2020-157

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

THAT Council authorize the Mayor and Chief Administrative Officer to enter into a contract with DIALOG for services to undertake the review and update of the Sooke Official Community Plan.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

7.2. Draft OCP Advisory Committee Terms of Reference

RPT -2020-0072, 6480-20,

The Director of Planning and Development provided an overview of the written staff report, requesting endorsement of Official Community Plan Advisory Committee Terms of Reference. This select committee will be comprised of seven (7) members

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and one (1) Council liaison, established to represent a balance of community interests on a broad number of local topics.

Council Discussion:

- Desire to include an additional member from the Climate Action Committee (CAC), or someone with Climate expertise.
 - Consideration of this change needs to address that an additional member will change quorum and voting balance, as Council liaison is a non-voting member.
 - Change in the wording to include climate adaptation, mitigation education/experience, rather than adding a committee member.
- Confirmation that the terms of reference are based on best practices for OCP development, under the expertise of the Senior Planner and Director of Planning.
- Suggestion to expand membership to 9 minimum and maximum 12, allowing for an increased participants may allow for an enlarged outreach and variety.
- Suggested inclusion of a senior citizen's voice on the committee.
- Confirmation that extensive outreach and public engagement will be held to ensure all community members not on the committee can still be heard and participate.
- The final selection of membership lies with Council.
- Request for a dedicated space on the website for information and application forms to be easily accessible.
- A media release should be created in conjunction with the call for membership.

2020-158

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council approve the Terms of Reference for the Official Community Plan Advisory Committee; and

THAT Council direct staff to proceed with advertising for membership on the Official Community Plan Advisory Committee and report back to Council with applications for membership selection.

CARRIED.

Amendment to Main Motion 2020-158

2020-159

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

THAT the terms of reference be amended to add "and Climate Change" following "Environmental Stewardship".

CARRIED UNANIMOUSLY

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

Opposed: None

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Absent: Councillor Ebony Logins and Councillor Megan McMath

The **Main Motion 2020-158**, as amended, was **PUT** and **CARRIED**

7.3. **Sooke Program of the Arts Committee 2020**
RPT -2020-0070, 0540-20,

The relaunch of the Sooke Program of the Arts (SPA) committee and review of the terms of reference.

Council Discussion:

- Addition of one (1) member from the T'Sou-ke Nation desired.
- Once committee is reformed a status report is requested on projects that were underway and any additional outstanding items.
- The benefit of long-term community art-based societies participating on the committee.
- Membership should include a variety of different background in art to guide the committee.
 - The Corporate Officer advised that recruitment from specific organizations can be challenging and perceived as an advantage is one is selected over another to participate.
- Council will review and select the membership.
- The Council liaison shall be a non-voting member to limit any perceived conflict of interest.
- A media release should accompany the call for membership.

2020-160

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

THAT Council appoint Councillor Lajeunesse to the Sooke Program of the Arts (SPA) Committee;

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

2020-161

THAT Council adopt the Sooke Program of the Arts Committee Terms of Reference with the following amendments:

- One (1) representative from the T'Sou-ke First Nation;
- Appointed member of Council shall not be a voting member;
- There shall be a minimum of five (5) voting members to maximum of seven (7) and that should the identified organization not provide a representative, that position will be filled by a member at large to the maximum stated above.

CARRIED.

2020-162

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

THAT Council direct staff to advertise for public members of the Sooke Program of the Arts (SPA) Committee members in accordance with Policy 1.4, *Committee Structure and Function Policy* and that the initial term of appointment be extended to December 31, 2021.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

7.4. South Island Prosperity Project - Voting Delegate

RPT -2020-0074, 2240-20,

A request to designate a voting member from the District with South island Prosperity Partnership.

2020-163

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council designate Mayor Maja Tait to serve as the Designate for the South Island Prosperity Partnership.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

8. BYLAWS

8.1. Delegation of Authority for Liquor Licence Amendment Applications

RPT -2020-0071, 3010-04,

The Director of Planning and Development provided an overview of the written staff report, which is in response to Council's direction to expedite commercial building permits and liquor license applications to aid in the economic recovery from COVID-19 suggesting two (2) options:

- Amend the *Officers and Delegation of Authority Bylaw No. 672*, which would delegate the authority of liquor licence approval to staff, allowing for an

expedited process while retaining the ability to review each individual application.

- Council resolution allowing for the temporary delegation of all powers, duties and functions of Council in the consideration of liquor licence amendment applications.

Council discussion:

- Clarity that the amendment would only be for existing applications.
- Assurances that delegation of authority would cease on the October 31, 2020, the Provincial Policy end date.
- Desire to have application submission updates to Council, as staff review and comment to ensure they are aware of changes within the community.
- Confirmation that the expanded area is only for businesses private property and that should there be a request to utilize municipal lands, these would come to Council for review and approval.
- No desire to delegate authority by bylaw.

2020-164

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council delegate all powers, duties and functions of Council to the Director of Planning and Development to consider liquor licence amendment applications for the purpose of temporary expanded services areas until October 31, 2020, in response to Provincial Policy Directive No. 20-13.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

9. NEW BUSINESS

9.1. Reconsideration of Whiffin Spit Memorial Wall

- Motion from May 25, 2020 Regular Council Meeting

Mayor Tait advised that the rationale for this item returning was the desire to eliminate the contractor from the resolution, as they should not be tied into the review process.

2020-165

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

THAT resolution #2020-144 be amended by adding "and" after the word "Committee" and striking "and the contractor".

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins and Councillor Megan McMath

10. COUNCIL VERBAL REPORTS

Councillor Bateman reported on:

- Attendance at the Vancouver Island Regional Library (VIRL) board meeting and he advised the tender for the new Sooke library is complete. Next step is selection of the contractor.
- Deadline for applications for pre-qualified contractors for new Sooke library is June 30.

Councillor Beddows reported on:

- Appreciation of the Sooke Homelessness Coalition's active plans to obtain a new space for those in need as the SEAPARC location will no longer be available after June 22.

Councillor St-Pierre reported on:

- Virtual Sooke Historical Society initiatives; All Sooke Region Online Trivia Night, online photo albums and options for the summer night market operations.
- The finalization of the Climate Action Committee work plan, which will be brought forward for endorsement at the next Regular Council meeting.

Mayor Tait reported on:

- The need for a timeline of the Library progress, a sequence of factual events with accompanying resolutions, should be placed on the District's website.
- Guest speaker for the virtual BC Girl Guides meeting.
- There will be a CRD Parks Mountain Bike Advisory Committee formed.
- Virtual attendance at various meetings as the UBCM president.
- The CAO has brought together a number of group to meet regarding Economic Development in the community.
- Desire to have Council review their code of ethics in the near future.

11. ADJOURNMENT

2020-166

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT the June 8, 2020. Special Council meeting be adjourn the meeting at 9:12 p.m.

CARRIED UNANIMOUSLY

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

Opposed: None

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Absent: Councillor Ebony Logins and Councillor Megan McMath

Certified Correct:



**Maja Tait
Mayor**



**Carolyn Mushata
Corporate Officer**



MINUTES
District of Sooke
Regular Council Meeting
June 22, 2020 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
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Patti Rear, Deputy Corporate Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Manager of Planning (electronic participation)
Laura Hooper, Head of Parks & Environmental Services
(electronic participation)
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

The June 22, 2020 Regular Council meeting was called to order at 7:00 p.m.

Mayor Tait made introductory comments as follows:

- June 21 was National Indigenous People's Day. Council is grateful for its continued positive relationship with the T'Sou-ke Nation.
- The District of Sooke will be flying the Pride flag for the first time during Pride Week, June 28 - July 5, in accordance with the Flag Protocol Policy adopted September 30, 2019.
- Black Lives Matter protests across the country have demonstrated the need for inclusivity, kindness, and compassion. Mayor Tait expressed gratitude to individuals who are speaking up against racism.
- COVID-19 continues to impact our daily lives. Ongoing vigilance is required to keep our communities safe.
- Expansion of the West Coast Family Medical Clinic opened on June 12, greatly increasing the capacity of our local health care infrastructure.
- SEAPARC is reopening to the public in phases. The golf course and skatepark have been opened for several weeks and indoor spaces will be opened as it becomes safe to do so.
- Thank you to the Sooke Region Homelessness Coalition, the residents of the temporary shelter at SEAPARC, and everyone involved in making the project a success.
- Provincial order banning open burning has been lifted, however Sooke has entered its period of restricted burning as of June 1.

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

3. MINISTERIAL ORDER M192

Council discussion:

- Options for allowing physical attendance of public at Council meetings.
- With appropriate physical distancing measures in place, Council Chambers is likely able to accommodate six public attendees.
- Engineering controls and use of Personal Protective Equipment may increase that capacity.
- Members of the public are able to view Council meetings electronically, but do not have the benefit of viewing staff PowerPoint presentations. Possibility of making PowerPoints available electronically should be explored.
- Council is elected to represent the citizens of Sooke and as such, must be seen to be open and transparent.
- Prioritized seating for those wishing to speak to an agenda item or present as a delegation could be considered.
- Controlled access using outdoor space at Council Chambers entrance might be a possibility to rotate public access and allow more speakers.
- Desire for a high-level staff report with ideas for Council consideration.

2020-155

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to provide a report on alternative technology for allowing public participation in Open Council meetings.

CARRIED UNANIMOUSLY

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

2020-156

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council is holding this meeting without members of the public in attendance, in accordance with Ministerial Order M192, as Council Chambers does not have the capacity to safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility and accountability through the submission of written comment and the provision of live and recorded broadcasts of the meetings.

CARRIED UNANIMOUSLY

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

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4. APPROVAL OF THE AGENDA

2020-157

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

THAT the agenda for the June 22, 2020, Regular Council meeting be adopted with the addition of Supplemental Information:

- Item 5.1. – Correspondence received
- Item 5.2. – Correspondence received
- Item 5.3. – Correspondence received
- Item 8 – Correspondence received

CARRIED UNANIMOUSLY

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

5. PUBLIC AND STATUTORY HEARINGS

*****Public Input to Follow Each Item*****

Written comments submitted to info@sooke.ca prior to 12:00 noon on Monday, June 22, 2020 will be read aloud and recorded for the public record.

5.1. Development Variance Permit - 7216 Austins Place

- Staff Report
- Public Input

The Director of Planning provided a PowerPoint presentation and overview of the written staff report, recommending Council grant a Development Variance Permit to the owners of 7216 Austins Place for the purpose of constructing a garage structure with a reduced side lot setback.

Staff review and internal referral of the application did not raise any concerns. Without the 1.75-meter variance requested, the homeowner would be able to proceed directly to a building permit without Council or neighborhood input. Many neighbouring residents have expressed their opposition to the proposed variance.

The Deputy Corporate Officer provided an overview of the correspondence received; 19 opposed, including 18 names on petition submitted, 1 in favour.

Public Input:

Mayor Tait and members of Council read aloud 18 pieces of correspondence submitted by members of the public, commencing at 7:48 p.m. and concluding at 8:23 p.m.

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- Mr. T. Colley, Narissa Road resident, expressed opposition to the proposed variance as it would obstruct the entrance to Bluff Park and compromise existing ocean views for neighbouring properties.
- Ms. S. Manning, Austins Place resident, expressed opposition to the proposed variance and requested that Council postpone consideration to allow additional time for neighbours to respond.
- Ms. A. Roy, applicant, provided further written explanation for seeking a variance including a desire to avoid disrupting electrical and underground services, and to create aesthetic alliance with existing and neighbouring structures.
- Dr. E. Lange, Austins Place resident, expressed opposition to the proposed variance as it would negatively impact her existing ocean view and property values, compromise neighborhood security and design standards, and create animosity between neighbours.
- Ms. J. Champagne, prospective purchaser of home on Austins Place, expressed opposition to the proposed variance and stated that if approved, it would deter her from purchasing the home in question.
- Dr. E. Lange, Austins Place resident, extended an invitation to Mayor and Council to visit her home and those of her neighbours, who would be negatively impacted by the proposed variance.
- Ms. S. Manning, Austins Place resident, expressed opposition to the proposed variance as it would negatively impact ocean views for surrounding properties and create a wind tunnel effect through the Bluff Park entryway.
- Mr. I. Waugh, Austins Place resident, requested Council postpone consideration to allow additional time for neighbours to respond.
- Ms. J. Lister, Austins Place resident, request Council postpone consideration of the proposed variance as neighbours did not receive 10 days advanced notification.
- Ms. J. Lister, Austins Place resident, expressed opposition to the proposed variance as it would obstruct ocean views from her neighbouring property.
- Mr. I. Waugh, Austins Place resident, expressed opposition to the proposed variance as it would obstruct ocean views from his neighbouring property, negatively impact his property value, and create conflict between neighbours.
- Ms. A. van Breda, Austins Place resident, expressed opposition to the proposed variance. Ms. van Breda and her family purchased their neighbouring property in December 2019 and she is concerned about obstructed ocean views, devalued property values, neighbourhood security and damaged community relationships.
- Dr. D. van Breda, Austins Place resident, expressed opposition to the proposed variance as it will obstruct ocean views from his newly purchased home, devalue his property, create conflict between neighbours, disrupt cohesive design standards, compromise neighbourhood safety and negatively impact the environment.
- Mr. I. Waugh, Austins Place resident, submitted photos demonstrating the impact the proposed garage structure would have on his ocean views.
- Ms. J. Lister, Austins Place resident, further expressed opposition to the proposed variance as it would negatively impact her property value.
- Mr. M. McFadden expressed opposition to the proposed variance as it would impact entrance to Bluff Park and block ocean views from neighbouring properties.

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- Mr. I. Waugh, Austins Place resident, requested Council place a moratorium on development that negatively affects existing viewsapes until such time as policy can be implemented to address such issues.
- Mr. I. Waugh, Austins Place resident, submitted a letter signed by 18 neighbouring residents, expressing a desire to protect the Bluff Park entryway, preserve neighbourhood design, and maintain property values.

Council discussion:

- Clarification that Sooke's Official Community Plan (OCP) and Zoning Bylaw do not provide guidelines for preservation of viewsapes. Review of form and character considers building design and architectural details, but not neighborhood context.
- Additional criteria could be added to subsequent versions of the OCP should Council desire, but existing planning documents do not include these considerations.
- Impact on neighbouring properties is considerable.
- Clarification that it is possible for applicant to shift the footprint of the proposed garage to lessen impact on neighbours.
- Should the applicant choose to proceed without the requested variance, viewsapes will still be impacted.
- Discussion of legal tools available at time of subdivision to protect viewsapes.
- Suggested moratorium on development that negatively impacts neighbouring views until such time as legislative changes are made will tie the hands of future Councils and cannot be relied upon as changes are not guaranteed.

2020-158

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

THAT Council deny the application for Development Variance Permit PLN01496 to develop an accessory building at 7216 Austins Place.

CARRIED UNANIMOUSLY

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

5.2. Development Variance Permit - 6661 Sooke Road

- Staff Report
- Public Input

The Director of Planning provided an overview of the written staff report, outlining a request from McDonald's restaurant to install a new menu board in their drive-thru lane. The existing menu board is also non-conforming, and the proposed new sign is smaller than the existing one.

Public Input:

- There were no comments received from members of the public.

2020-159

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

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THAT Council issue Development Variance Permit PLN01503 to increase the maximum height of a drive-through menu board sign from 2.0 meters to 2.108 meters for the McDonald's site located at 6661 Sooke Road.

CARRIED UNANIMOUSLY

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

5.3. Development Permit with Variance - 2365 Church Road

- Staff Report
- Public Input

Mayor Tait declared a conflict of interest as she has recently learned that her parents live within a 100-meter radius of the subject property and left the meeting at 8:33 p.m.

Deputy Mayor St-Pierre took over as chair of the meeting.

The Director of Planning provided a PowerPoint presentation and overview of the written staff report. The Development Permit with Variance for 2365 Church Road is being presented for a second time, after Council deferred a decision at the May 11, 2020 Regular Council meeting and requested an alternative parking scheme be presented.

The Director of Planning stated that staff are still supporting the original parking scheme as presented on May 11, due to safety concerns associated with alternative designs.

Council discussion:

- Traffic flow associated with drop off and pick up procedures.
- Potential for greatly increased traffic for residents of Felderhof Road.
- Locating staff and family parking on Felderhof Road will reduce available spaces for residents and guests.
- Potential for 15-minute loading zone located on Felderhof Road.
- Options for more on-site parking might include use of garage for staff parking, or a drive through drop-off design located on the property.
- Removal of garage may create additional on-site parking.
- Safety considerations include a busy intersection, the slope of Church road, sidewalk locations, and children as primary site users.
- Additional childcare spaces are undoubtedly needed in Sooke, as demonstrated by recent Childcare Assessment report.

Public Input:

The Deputy Mayor read aloud 4 pieces of correspondence received, commencing at 8:56 p.m. and concluding at 9:02 p.m.:

- Dr. S. Pulla, Felderhof Road resident, expressed concern regarding the proposed parking arrangements, the impact of increased traffic on neighbouring properties, and the safety of children.

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- Mr. S. Morris, expressed concern regarding increased traffic and proposed parking arrangements. Mr. Morris encouraged Council to require off-street parking only and to lower the speed limit on Felderhof Road to 30 km/hr.
- Ms. S. Rowland, Church Road resident, stated her opposition to the proposed variance and expressed concerns regarding safety of residents and daycare families navigating a busy road on a hill with limited visibility and a lack of adequate parking.
- T. Ewert, Caffery Road resident, stated opposition to the proposed variance due to noise concerns, as well as parking and safety issues.

The Deputy Corporate Officer reminded Council of correspondence submitted for consideration at the May 11, 2020 Regular Council meeting, where only one letter was received in support of the proposed variance.

Council discussion:

- Desire to see more on-site parking options explored.
- Proposed location of the daycare may not be suitable, but the property has already been rezoned and Council is to consider only the proposed variance at this time.
- Location is challenging for cars, not necessarily for day care use.
- Street parking should not be used to meet on-site parking requirements. Allowing such may set precedent.
- Ideally, citizen use of active transportation is increased over time. Lack of bus service in the area is a continuing challenge.
- Costs associated with removal of garage, drop through drop-off lane on-site, and other engineered solutions should be considered.
- Implications of establishing a loading zone to be explored.
- Staff and applicant to work together to proposed additional alternate parking solutions.

2020-160

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

THAT Council receive the report for information; and,

THAT Council defer the Development Permit with Variance PLN01483 for the purpose of developing a Community Care Facility at 2365 Church Road until staff have investigated possible engineered solution(s) respecting the parking requirements, based on Council discussion from the June 22, 2020 Regular Council meeting.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

Mayor Tait returned to the meeting at 9:18 p.m. and resumed as Chair.

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

Minutes for the Regular Council Meeting of the District of Sooke - June 22, 2020

2020-161

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

THAT the minutes of the May 25, 2020 Regular Meeting of Council, be adopted as amended.

THAT the minutes of the June 8, 2020 Regular Meeting of Council, be adopted as amended.

THAT the minutes of the June 15, 2020 Committee of the Whole meeting, be adopted as circulated.

CARRIED UNANIMOUSLY

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

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

7.1. Quarterly Update - Municipal Goals and Objectives

The Chief Administrative Officer provided a verbal update as follows:

- The organization is making significant progress towards the six top priorities identified in Council's Strategic Plan. Good progress is being made toward the remaining twelve objectives.
- Looking forward to an upcoming review of service levels and strategic planning progress.

8. PUBLIC QUESTION AND COMMENT PERIOD

*****For all items not included under Public and Statutory Hearings*****

Written comments submitted to it info@sooke.ca prior to 12:00 noon on Monday, June 22, 2020 will be read aloud and recorded for the public record.

Mayor Tait read aloud 1 piece of correspondence received:

- Mr. M. Tacon, Sooke resident, expressed support for the Climate Action Committee's work plan as presented.

9. CONSENT AGENDA

2020-162

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

THAT Items 9.1 and 9.2 be adopted by general consent.

CARRIED UNANIMOUSLY

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

9.1. **Committee of the Whole recommendations - June 15, 2020**

2020-163

THAT Council receive the Step Code Details report for information; and

THAT Council direct staff to include phasing of the BC Energy Step Code into the District's new Building Bylaw, as outlined in Option A of the staff report:

- For the years 2020 – 2025:
 - (a) A building, which is a wood framed residential building six (6) stories or less in building height, or regulated by Part 9 of the building code, must be designed and constructed to meet the minimum performance requirements specified in step three (3) of the energy step code; or
 - (b) All other buildings regulated by Part 3 of the building code, must be designed and constructed to meet the minimum performance requirements specified in step two (2) of the energy step code;
- For the years 2025 – 2027:
 - (a) A building which is a wood framed residential building six (6) stories or less in building height, or regulated by Part 9 of the building code, must be designed and constructed to meet the minimum performance requirements specified in step four (4) of the energy step code; or
 - (b) All other buildings regulated by Part 3 of the building code, must be designed and constructed to meet the minimum performance requirements specified in step three (3) of the energy step code.
- For the year years 2027 onward:
 - (a) A building which is a wood framed residential building six (6) stories or less in building height, or regulated by Part 9 of the building code, must be designed and constructed to meet the minimum performance requirements specified in step five (5) of the energy step code; or
 - (b) All other buildings regulated by Part 3 of the building code, must be designed and constructed to meet the minimum performance requirements specified in step four (4) of the energy step code; and

THAT Council direct staff to engage with members of the development community to determine possible methods of incentivizing developers as outlined in Option C included in the staff report:

- Through bylaw/ policy, incentives can be created such as density bonuses or fast tracking of applications, to encourage the utilization of the Step Code in new buildings; and

THAT Council direct staff to simultaneously engage with members of the development community to determine possible methods of incentivizing developers to develop affordable housing.

CARRIED.

2020-164

THAT Council direct staff to prepare a Repeal Bylaw for *District of Sooke Firearms Regulation Bylaw, 2001*, thus relying on other legislation.

CARRIED.

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9.2. Correspondence received May 19, 2020 - June 15, 2020

2020-165

THAT the correspondence received May 19, 2020 - June 15, 2020 be received and filed accordingly.

CARRIED.

10. REPORTS

10.1. Climate Action Committee - Work Plan

The Head of Parks and Environmental Services provided a PowerPoint presentation and overview of the staff report and proposed Climate Action Committee Work Plan. Should Council endorse the plan, staff are requesting they be given an opportunity to look for efficiencies and dovetails into existing documents and plans. Staff will report back on proposed actions to be taken and resource allocations required, with Council approval required for each subsequent action.

Councillor St-Pierre acknowledged the work of the T'Sou-ke Nation, members of the Climate Action Committee, and staff in putting together this plan.

Council discussion:

- Council may have suggestions on efficiencies as they are involved in collaborative efforts across the community, region, and province.
- Action may be limited to advocacy in some cases, depending on jurisdictional issues.
- Recognition of the T'Sou-ke Nation and their leadership in Climate Action.
- Declaration of a climate emergency and including climate goals in the Strategic Plan laid the foundation for action. The Climate Action Committee work plan is the plan to start acting.

2020-166

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:

THAT Council endorse the Climate Action Committee Work Plan; and

CARRIED UNANIMOUSLY

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

2020-167

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

THAT Council direct staff to review the Climate Action Committee Work Plan and report back with a timeline for implementation including identification of any required resources.

CARRIED UNANIMOUSLY

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

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10.2. 2020 Sooke Region Chamber of Commerce Service Agreement

Council discussion:

- Confirmation that service agreement as presented has been reviewed by the Chamber of Commerce.
- Economic Development Working Group, including the Chamber of Commerce, will be supporting local business during recovery from COVID-19 pandemic.
- Reporting requirements included are identical to 2011 Service Agreement with the Chamber of Commerce. Full review of all Service Agreements and Line Items will take place shortly and will include recommendations on reporting and staff oversight.
- Clarification that \$16,000 payment is for a 6-month term, not a portion of one year. No automatic renewal clause, nor expectation that payment will be \$32,000 next year.
- Council had previously expressed desire for a detailed budget from the Chamber of Commerce. Previous submission was presented pre-pandemic and will likely have changed.
- Opposition to funding of organizational deficits.
- The Chief Administrative Officer provided clarification that the funding will help to ensure the Chamber of Commerce is able to weather the pandemic and put it in a position to take on a larger economic development role, should Council wish to extend the agreement.

2020-168

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

THAT Council authorize the Mayor and CAO to enter into the 2020 agreement with the Sooke Region Chamber of Commerce.

CARRIED UNANIMOUSLY

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

10.3. Community Parks Permit Exemption

The Chief Administrative Officer provided an overview of the written staff report, recommending that Council confirm the Sooke Country Market is not required to pay commercial fees for usage of John Phillips Memorial Park.

Council discussion:

- Location of the market will be adjacent to Municipal Hall parking lot, near the washrooms and water source. District Parks staff are working on site plan with Country Market representatives.
- The Sooke Country Market as an organization is a non-profit, making commercial space available for small, local farmers at an affordable rate.
- Parking and storage issues prohibited by parks regulations are also being addressed by staff in order to support operations of the Sooke Country Market.

2020-169

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council confirm the Sooke Country Market Association is exempt from the requirement to pay commercial use fees for the use of John Phillips Memorial Park in accordance with section 8.1 of the Community Parks Regulation Bylaw.

CARRIED UNANIMOUSLY

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

10.4. **2020 Road Improvement Program**

The Chief Administrative Officer provided an overview of the staff report, recommending that Council award the tender for the 2020 Road Improvement Program to Capital City Paving Ltd.

Council discussion:

- Clarification that 2020 is the third year of the Road Improvement Program, with priority roads determined by the 2017 Pavement Assessment report.
- Program is funded from Gas Tax and Casino Reserve Funds. Revenue from these two funding streams is uncertain for 2021. Once revenue amounts are confirmed in 2021, staff will adjust recommendations for road improvements for subsequent years.
- Confirmation that staff are in regular communication with underground utility providers to ensure collaboration. Wright Road improvements are being postponed as sewer installation is anticipated.
- Road improvement program is focused on protecting existing road infrastructure by adding fresh asphalt, not adding traffic calming or pedestrian infrastructure. Excess funds after actual unit costs are incurred are intended to repair non-priority roads.
- Staff will report back on any excess funds and suggestions for allocation, as required.
- Traffic calming and pedestrian infrastructure are addressed through separate funds.

2020-170

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

THAT COUNCIL authorize staff to award the tender for the 2020 Road Improvement Program to Capital City Paving Ltd. in the amount of \$582,200.00 +GST.

CARRIED UNANIMOUSLY

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

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10.5. 2019 Statement of Financial Information

Council discussion:

- Statement of Financial Information (SOFI) is required as a part of the Annual Report. Reporting timelines have shifted due to COVID-19 pandemic.
- Annual Financial Statement included as report attachment.
- Staff will report back to Council on suggestions for streamlining reserve accounts.
- Confirmation that natural assets have not been valued and reported in Annual Financial Statement,
- Balance in MFA Pooled Investment Fund consists of surplus funds and reserve funds that are deposited in pooled fund to increase interest accrual. Funds are withdrawn as required for operations.

2020-171

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council receive the 2019 Statement of Financial Information (SOFI) report; AND direct staff to post the report on the District's website for public information.

CARRIED UNANIMOUSLY

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

11. BYLAWS

11.1. Firearms Regulation Bylaw Repeal Bylaw No. 787, 2020.

2020-172

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

THAT Council give 1st, 2nd, and 3rd Readings to *Firearms Regulation Repeal Bylaw No. 787, 2020*.

CARRIED UNANIMOUSLY

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

12. NEW BUSINESS

There were no New Business items presented.

13. CORRESPONDENCE REQUIRING ACTION

Correspondence from A. Laxton re: Sewer Planning Failure and Easement Errors

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Council discussion:

- The Chief Administrative Officer has spoken with Mr. Laxton to confirm challenges associated with registering an easement and has committed to assisting Mr. Laxton with exploring legal options. Initial research indicates issue may be civil in nature.

2020-173

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council receive the correspondence from A. Laxton for information.

CARRIED UNANIMOUSLY

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

14. COUNCIL VERBAL REPORTS

Councillor Bateman reported:

- Sooke Multi Belief Initiative's Compassionate Action Plan will be given an update and submitted to Council in the fall. The organization intends to host a series of evenings in John Phillips Memorial Park this summer with a focus on community unity.
- EMCS Society has been meeting via Zoom. New theatre seats have been ordered and "Play and Learn" summer camps are proceeding for children aged 9 and under who struggle with literacy challenges.
- EMCS students will celebrate their graduation this week.
- After a recent interview between Councillor Bateman and the Sooke News Mirror regarding the new library, an article published in the paper stated there has been "political indecisiveness" along the way. Councillor Bateman clarified that this is not his belief or opinion.

Councillor Beddows reported:

- Temporary homeless shelter at SEAPARC has wrapped up and operations are returning to "new normal". Summer programs will be utilizing the ice floor where the shelter was previously operating, after a deep cleaning process to ensure health protocols are met.
- Golf course will be open later in the evenings as demand has increased.

Councillor Logins reported:

- Attended Sooke Region Homelessness Coalition meetings along with other Councillors and members of staff.
- Attended the Juan de Fuca Water Commission meeting.
- Upcoming Regional Housing Trust Fund meeting has a conflict with scheduled District of Sooke meeting.
- Councillor Logins will have completed schooling in July and return to full capacity in August.

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Mayor Tait reported:

- Screening measures are allowing for increased visitors at Victoria General Hospital.
- Victoria Transit Commission has been meeting virtually.
- UBCM hosted a meeting to examine the impact COVID-19 has had on transit operations across municipalities.
- Upcoming UBCM convention details still to be determined. Would like to see Sooke Council gather in Council Chambers to take part. Registration will open July 2.
- There are no Council meetings scheduled for August to allow Council a summer recess.

Councillor St-Pierre reported:

- Attended a meeting of the CRD Water Commission. Existing restriction bylaws are being reviewed with an eye to focusing on education, rather than enforcement.
- Councillor St-Pierre put forward a Notice of Motion at the CRD Water Commission to eliminate redundant engineering stamps on water catchment systems, thereby increasing the cost of installation by \$2,500 - \$3,500.

15. ADJOURNMENT

2020-174

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT the June 22, 2020 Regular Council meeting be adjourned at 10:42 p.m.

CARRIED UNANIMOUSLY

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

Certified Correct:



Maja Tait
Mayor



Patti Rear
Deputy Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
July 13, 2020 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 Tony St-Pierre

STAFF PRESENT:

Raechel Gray, Acting Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Matthew Pawlow, Director of Planning & Development
(electronic participation)
Laura Hooper, Head of Parks & Environment (electronic participation)
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 7:00 p.m.

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council meetings take place.

Mayor Tait made introductory comments as follows:

- The District has received a federal grant to aid the construction of a new Multi-use Sports Box on Sunriver lands.
- Provincially funded road improvements are set to commence along Otter Point Road, outside the District boundaries, as well as sidewalk improvements within the town center heading west along West Coast Road.
- BC Housing announced renovations for the Hope Center to increase affordable rental spaces.

3. MINISTERIAL ORDER M192

2020-175

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

THAT Council is holding this meeting without members of the public in attendance, in accordance with Ministerial Order M192, as Council Chambers does not have the capacity to safely accommodate the unknown number of public participants wishing to attend; and

Minutes for the Regular Council Meeting of the District of Sooke - July 13, 2020

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comment, and the provision of live and recorded broadcasts of the meetings.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

4. APPROVAL OF THE AGENDA

2020-176

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the agenda for the July 13, 2020 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

5. ADOPTION OF MINUTES

Minutes of Council meetings

- June 23, 2020 - Committee of the Whole

2020-177

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

THAT the minutes of the June 23, 2020 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, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Megan McMath

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Acting Chief Administrative Officer provided the following updates:

- Property tax remittance is at 86% collected, which is similar to last year.
- The business tax remittance has been extended until September, due to COVID-19, with the expectation that most will submit on time.
- There was a significant increase in homeowner grants and payments completed online in comparison to past years.
- The Multi-use Sports Box planning commences this week, a report to Council is forthcoming with finalized design and timelines.
- The tender to install the Wastewater Centrifuge Upgrade is underway.
- The Official Community Plan committee applications will be reviewed next week.
- The new Director of Operation starts Monday, July 20th.

Minutes for the Regular Council Meeting of the District of Sooke - July 13, 2020

7. PUBLIC QUESTION AND COMMENT PERIOD

There were no written submissions received for any items on the agenda.

8. CONSENT AGENDA

8.2. Correspondence received June 16 - July 17, 2020

- THAT the correspondence received from June 16 - July 7, 2020, be received and filed accordingly.

ADOPTED BY CONSENT

2020-178

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Item No. 8.2. be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

8.1. Committee of the Whole Meeting Minutes - June 23, 2020

Parks & Trails Master Plan and Transportation Master Plan

- THAT Council receive the Parks and Trails Master Plan draft report for information.
- THAT Council authorize public engagement on the Parks & Trails Master Plan draft report.
- THAT Council receives the Transportation Master Plan draft report for information.
- THAT Council authorizes public engagement on the Transportation Master Plan draft report.

Council discussion:

- Clarity on the next steps and process of incorporating public comments from the July 9th Zoom engagement session.
 - Staff advised that all inquiries, comments, and suggestions will be reviewed and evaluated for inclusion in the final drafts.
- The public has until the end of the month to submit comments for both master plans.
- Assurance that Council's comments from the June 23rd Committee of the Whole meeting will be reviewed for inclusion in the final plans.
- Desire to have staff obtain details about lack of viability in utilizing decommissioned logging roads as an alternate route along Highway 14.

Minutes for the Regular Council Meeting of the District of Sooke - July 13, 2020

- Concerns with marking potential future trail connectors through private lands as this may lead to trespassing under the assumption that the District has acquired these areas. An alternative option needs to be explored for identifying these areas.

2020-179

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Item No. 8.1. be adopted.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

9. REPORTS

9.1. Lot A RFEOI - Update

The Director of Planning & Development provided an overview of the staff report, advising that no submissions were received for the Lot A Request For Expressions of Interest. Staff suggested the District engage in conversation with the Capital Regional Housing Corporation (CRHC) to explore available resources and open dialogue for the future development of Lot A.

Council discussion:

- Housing should not be the sole use on Lot A. Assurances need to be made that a variety of services to serve a wide range of community needs will be included.
- Consideration of grant opportunities needs to be assessed in CRHC conversations.
- Final decisions on Lot A development will require Council approval.
- A concern with a lack of interest in developing the land, possibly once the library construction commences it will facilitate interest.
- Gathering more information and insight into options with the CRHC will develop the District's relationship with the CRHC for other future housing projects, not just Lot A.

2020-180

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to contact the Capital Region Housing Corporation to discuss partnership opportunities related to the development of Lot A, being 6671 Wadams Way.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

9.2. **Committee Structure and Function Policy**

The Corporate Officer provided an overview of the written staff report, highlighting the main change to the policy allows Council to consider appointing qualified applicants who are not residents or business owners in Sooke to serve on committees. Along with additional edits to amend outdated references, general reorganization, and minor reformatting.

Council discussion:

- The boundary is not specific in location, rather each application will be considered at Council's discretion on a case-by-case basis.
- Further conversations around committee structure need to occur to identify Council direction with committees.
- Advertising should not be limited to the local newspaper, rather include a variety of social media posting and alternative means to solicit interest.

2020-181

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the *Committee Structure and Function Policy, 2006* be rescinded; and

THAT Council adopt Policy CO-007 *Committee Structure and Function Policy*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

9.3. **Proposed Dog Park in John Phillips Memorial Park**

The Head of Parks & Environment provided an overview of the written staff report, highlighting a large number of dogs in Sooke lacking a designated off-leash dog area, which has led to the unsanctioned use of School District 62 and Community Association owned fields. The Community Association approached the District to partner in the construction of an off-leash dog park in John Phillips Memorial Park.

Council discussion:

- The precise location in John Phillips Memorial Park, along with fencing dimensions and dog park rules, are requested prior to finalizing planning.
- With a designated off-leash space, there is a concern as to whether those who can keep their dog under control off-leash will be able to continue to do so in other areas of the park.
- Destination off-leash dog park indicates the facility is typically driven to.
- Desire to create a barrier of trees between the fenced area and the trail, allowing those not comfortable around dogs to continue to utilize the trails.

Minutes for the Regular Council Meeting of the District of Sooke - July 13, 2020

2020-182

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

THAT Council direct staff to develop a plan and funding options for an off-leash dog park in John Phillips Memoria Park, for Council consideration.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

10. BYLAWS

10.1. Records Management Bylaw No. 779, 2020

A bylaw to establish and authorize records management and a classification system, and to authorize the Records Officer to manage and maintain the system.

2020-183

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the bylaw cited as *Records Management Bylaw No. 779, 2020*, be adopted.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

10.2. Freedom of Information and Protection of Privacy Bylaw No. 781, 2020

A bylaw to provide for the administration of the *Freedom of Information and Protection of Privacy Act*.

2020-184

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

THAT the bylaw cited as *Freedom of Information and Protection of Privacy Bylaw No. 781, 2020*, be adopted.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

10.3. Firearms Regulation Bylaw Repeal Bylaw No. 787

A bylaw to repeal the *Firearms Regulation Bylaw, 2001*, Bylaw No. 59.

Minutes for the Regular Council Meeting of the District of Sooke - July 13, 2020

2020-185

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

THAT the bylaw cited as *Firearms Regulation Bylaw Repeal Bylaw No. 787, 2020*, be adopted.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

10.4. CRD Bylaw 4029 - Excluding Port Renfrew from SEAPARC Area

A Capital Regional District (CRD) bylaw to support the removal of Port Renfrew from participation in the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC).

Council discussion:

- Governance structure should change to include an additional public representative from the District, to accommodate for the additional fees Sooke will incur.

2020-186

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

THAT Council consent to the CRD adopting Bylaw No. 4362, "Sooke and Electoral Area Recreation and Facilities Services Establishing Bylaw No. 1, 2016, Amendment Bylaw No. 1, 2020.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

11. **NEW BUSINESS**

There were no New Business items presented.

12. **CORRESPONDENCE REQUIRING ACTION**

12.1. Correspondence from Mayor of City of Natori, Japan

Mayor Tait advised that she would respond to the Mayor of the City of Natori in appreciation of their correspondence.

2020-187

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

THAT Council receive the correspondence for information and file accordingly.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

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12.2. Correspondence from Sherry Ridout re: Antenna sitting & small cell agreement policy

Council discussion:

- The potential path for changes in our policy around cell tower installations in the community.
- Request for the Planning Department to receive this correspondence and consider it in the review of the District's Communications Antenna Policy.

2020-188

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

THAT Council receive the correspondence for information and file accordingly.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.3. Correspondence from Mayor Helps re: Modular housing for homelessness

Council discussion:

- The District does not have the network or support services in place to manage a project of this nature, most local services are volunteer based.
- Lack of information contained in correspondence to validate the opportunities worthwhile for Sooke.
- The request is in principle and does not commit to participation.
- Reluctance to move forward without explanation of associated implications.

2020-189

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council receive the correspondence for information and file accordingly.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.4. Correspondence - 2020 UBCM Meeting Requests

Mayor Tait provided an overview of UBCM Meetings and the opportunity for Council to meet with Ministers and advocate for specific issues in our community.

Council discussion:

- Postponement of responses to the next Regular meeting to allow Councillors to bring forward their requests for endorsement of submissions by Council.

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2020-190

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the UBCM Meeting Request correspondence be postponed to the July 27, 2020, Regular Council meeting for discussion.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.5. Correspondence from Christopher Eubank re: Electric Kick Scooter

Council discussion:

- Concerns that the application to participate in the pilot project have passed.
- The inherited roadways in the community would likely be dangerous for the inclusion of this type of motorized vehicle.
- Once the District has adopted the Traffic Master Plan and complete streets start to be implemented, increased space for a variety of transportation will be enhanced.
- Sooke is not ready for a pilot project as it is still a developing community.

2020-191

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council receive the correspondence for information and file accordingly.

CARRIED.

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

Opposed: Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.6. Correspondence from Ellen Lewers re: Conservation and Bears

Council discussion:

- Request an invitation be sent to the BC Conservation Office to request a presentation on how they deal with bear-related complaints and information on the policies utilized by the conservation officers.
- The safety of residents and those utilizing the Galloping Goose trail are priorities.
- Wildwise receives financial support from the District to assist in the education of human and wildlife interactions in the community. Suggest the author of the correspondence gets in touch with Wildwise to assess opportunities to address bear issues.

2020-192

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

THAT Council receive the correspondence for information and filed accordingly; and

THAT Council request staff write a letter to the Ministry of Environment requesting a presentation on wildlife management at an upcoming Committee of the Whole meeting and make Ministry staff aware of the problem bear around the 5500 block of Sooke Road near the heavily-used Galloping Goose Trail.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

13. COUNCIL VERBAL REPORTS

Councillor Bateman reported:

- Attendance at the CRD board meeting; advising that a management plan is being developed for parks in the East Sooke area and the CRD's financial plan has been amended with additional funding for Todd Creek Trestle repairs.
- The Sooke Multi-Belief Initiative will be hosting four sessions in John Phillips Memorial Park on building resilience in times of stress, the first session is Tuesday, July 21 at 7:00 p.m.

Councillor Beddows reported:

- The homeless camp set up in Ed Macgregor Park is scheduled to move July 20th into a new facility provided by BC Housing.

Mayor Tait reported:

- The West Coast Family Medical Clinic renovations have been completed and new staff will be starting soon.
- Attendance at Minister Robinson's teleconference session around COVID-19 and economic recovery.
- Participation in a CBC radio interview briefing on homelessness in the community.
- Attendance at Island Health meetings to discuss their short and long-term plans related to COVID-19.
- The July Mayor's luncheon was held virtually, with the main discussion on COVID-19 impacts on the local tourism industry.
- Participation in the United Nations-Habitat division virtual forum regarding raising the voice of small towns and the impact of COVID-19 on small communities.
- The next Local Government Leadership Academy (LGLA) sessions will be hosted virtually.
- A virtual check-in with the Federation of Canadian Municipalities (FCM) was held to discuss international work.
- Participation in the local Canada Day motorcade.

Minutes for the Regular Council Meeting of the District of Sooke - July 13, 2020

14. ADJOURNMENT

2020-193

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

THAT The July 13, 2020, Regular Council meeting be adjourned at 9:35 p.m.

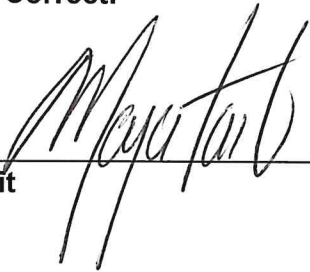
CARRIED UNANIMOUSLY

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

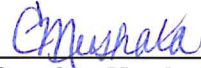
Absent: Councillor Ebony Logins and Councillor Megan McMath

Certified Correct:

**Maja Tait
Mayor**



**Carolyn Mushata
Corporate Officer**





MINUTES
District of Sooke
Regular Council Meeting
July 27, 2020 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 Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development (electronic participation)
Jeff Carter, Director of Operations (electronic participation)
Laura Hooper, Manager of Parks and Environmental Services (electronic participation)
Medea Mills, Bylaw Compliance Officer II (electronic participation)
Jennifer Royer-Collard, Corporate Services Assistant
Sarah Temple, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Councillor Megan McMath

1. CALL TO ORDER

Mayor Tait called the July 27, 2020 Regular Council meeting to order at 6:02 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(a) of the *Community Charter* as it pertains to personal information about identifiable individuals.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the July 27, 2020 Regular Council meeting to order at 7:01 p.m.

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

5. MINISTERIAL ORDER M192

Minutes for the Regular Council Meeting of the District of Sooke - July 27, 2020

2020-194

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

THAT Council is holding this meeting without members of the public in attendance, in accordance with Ministerial Order M192, as Council Chambers does not have the capacity to safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comment, and the provision of live and recorded broadcasts of the meetings

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

6. APPROVAL OF THE AGENDA

2020-195

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT the agenda for the July 27, 2020 Regular Meeting of Council, be adopted with the addition of New Business/Supplemental Information:

- Item 7.1 - Development Permit with Variance 2365 Church Road - Supplemental Information
 - Correspondence from C. Ferguson
 - Correspondence from S. Pulla
- Item 13.2 - New Business
 - Correspondence re: MIABC Voting Delegate

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

7. PUBLIC AND STATUTORY HEARINGS

*****Public Input to Follow Each Item*****

7.1. Development Permit with Variance - 2365 Church Road

- Staff Report
- Public Input

Mayor Tait declared conflict of interest as she has family members living within 100 meters of the proposed variance and left the meeting at 7:07 p.m.

Councillor Beddows assumed the role of meeting chair.

Minutes for the Regular Council Meeting of the District of Sooke - July 27, 2020

The Director of Planning and Development provided an overview of the written staff report and a timeline of Council consideration regarding this Development Variance Permit. Council previously directed that staff examine alternate parking solutions for the proposed childcare centre. Staff have been unable to identify safe, on-site alternatives and are presenting their original recommendation that the requested parking variance be granted.

Public Input:

- Deputy Mayor Beddows read aloud two pieces of correspondence received, summarized as follows:
 - Mr. C. Ferguson, Felderhof Road resident, expressed his opposition to the proposed parking variance, as it would impose undue hardship on neighbouring residents.
 - Mr. S. Pulla, Felderhof Road resident, expressed his opposition to the proposed parking variance, due to negative traffic and safety impacts on Church and Felderhof Roads.

Council discussion:

- Possibility for staff parking on Helgesen Road as it is larger and wider than Felderhof Road.
- Need for additional childcare spaces in Sooke.
- Applicant was led to believe they would be able to operate in this location when Council approved previous rezoning application. Significant investments of time and money have been made to bring this business to fruition.
- Challenges and benefits of commercial facilities located in residential areas.
- Possibility of street parking on Felderhof as "drop off only" zone. Staff to investigate further.
- Enforceability of staff parking zone on Helgesen.
- Possibility of partnering with church in the area to offer staff parking option on weekdays.

2020-196

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council direct staff to work with the applicant to identify suitable, alternative, designated staff parking for Development Permit with Variance PLN01483 Community Care Facility at 2365 Church Road; and

THAT staff report back to Council for the August 10, 2020 Special Council meeting.

CARRIED.

In Favour: Councillor Jeff Bateman, Councillor Dana Lajeunesse, and Councillor Tony St-Pierre

Opposed: Councillor Al Beddows

Absent: Mayor Maja Tait, Councillor Ebony Logins, and Councillor Megan McMath

Mayor Tait returned to the meeting at 7:47 p.m. and resumed the role of meeting chair.

Minutes for the Regular Council Meeting of the District of Sooke - July 27, 2020

7.2. Development Variance Permit - 5225 Sooke Road

- Staff Report
- Public Input

The Director of Planning and Development provided a PowerPoint presentation and overview of the written staff report. The applicant is requesting a reduction of a front lot line setback to construct a residential suite above an accessory building.

Public Input:

- There were no public comments received.

Council discussion:

- Ministry of Transportation and Infrastructure are the most directly affected stakeholder and do not object to the proposed variance.
- Location of the accessory building is not highly visible from Highway 14.

2020-197

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

THAT Council issue Development Variance Permit PLN01507 to reduce the front lot line setback for an accessory building from the required 7.5 meters to 1.0 meters.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

7.3. Council Procedure Amendment Bylaw No. 745 (728-01), 2020

- Public Input
- Consideration of Adoption

The Chief Administrative Officer provided Council with a brief overview of Council Procedure Amendment Bylaw No. 745. Council was scheduled to consider final adoption in March, but consideration was delayed due to COVID-19. Staff have re-advertised the new Council consideration dates in line with *Community Charter* requirements.

Public Input:

- There were no public comments received.

Council discussion:

- Desire to see Council correspondence more readily available to members of the public. Councillor St-Pierre to bring forward as a Notice of Motion.

2020-198

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

THAT Council adopt *Council Procedure Amendment Bylaw No. 745 (728-01), 2019*.

CARRIED UNANIMOUSLY

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

Minutes for the Regular Council Meeting of the District of Sooke - July 27, 2020

Absent: Councillor Ebony Logins and Councillor Megan McMath

8. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- June 22, 2020 - Regular
- July 13, 2020 - Regular

2020-199

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

THAT the minutes of the June 22, 2020 Regular Meeting of Council, be adopted as circulated.

THAT the minutes of the July 13, 2020 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided a verbal update as follows:

- Introduction of new Director of Operations, Jeff Carter.
- Two members of the Wastewater Services department will be leaving the District, Chris Miller and Cam Preece.
- Congratulations to new Manager of Parks and Environmental Services, Laura Hooper.
- Changes to front counter staff with Sarah Monahan-Covacic accepting the position of Building Services Clerk and Anita Wong returning as Receptionist after temporary assignment to the building department.
- Director of Planning Matthew Pawlow will be physically located in the District of Sooke offices as of August 17.

10. PUBLIC QUESTION AND COMMENT PERIOD

*****For all items not included under Public and Statutory Hearings*****

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on Monday, July 27, 2020, will be read aloud and recorded for the public record.

Public Input:

- There were no public comments received.

11. CONSENT AGENDA

Minutes for the Regular Council Meeting of the District of Sooke - July 27, 2020

2020-200

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT agenda item 11.1 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

11.1. Correspondence for Information

THAT the correspondence received July 8 - July 23, 2020 be received for information and filed accordingly.

12. REPORTS

12.1. Sooke Potholes - Parking Lot #1

The Manager of Parks and Environmental Services gave an overview of the written staff report. In early 2020, BC Parks withdrew maintenance services for Parking Lot #1 at the Sooke Potholes, including four washrooms, fences, and staircases, all of which have been assessed at poor or fair condition. Maintenance of the parking lot and associated assets are now the responsibility of the District of Sooke.

Council discussion:

- Ownership clarification. Staff advised that all assets are in the municipal road right-of-way for Sooke River Road. BC Parks previously maintained the assets but have transferred responsibility to the District of Sooke.
- Infrastructure can be replaced as assets are now the responsibility of the District.
- Options for maintenance cost recovery include implementing a parking fee of \$2.25/day or \$20/season. Pay meter onsite will allow for purchase of either option.
- Media release to be issued once parking fee implemented.
- Parking fee is consistent with regional park system throughout CRD.
- Parking passes are valid only for the location at which they are purchased and are not transferable between vehicles or location.
- Cost recovery model will be re-evaluated at the end of the season.

2020-201

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council enter into an agreement with Robbins Parking to install and manage paid parking at Sooke Potholes Parking Lot #1.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.2. Otter Point Road Sidewalk Design Project

The Director of Operations provided a PowerPoint presentation and overview of written staff report. Otter Point Road sidewalks are a short-term priority of the draft Transportation Master Plan and provide a benefit to both active transportation and vehicle users.

Council discussion:

- Completed project will greatly increase pedestrian safety
- Additional public consultation regarding the design can be added if desired.
- Clarification that design includes sidewalks on both sides of the road.

2020-202

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council authorize staff to award a General Services Agreement for the Otter Point Sidewalk Design project to On Point Project Engineers Ltd. in the amount of \$45,700 +GST.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.3. Food Trucks Service in Parks Program

The Bylaw Compliance Officer II provided an overview of the written staff report, requesting Council approval for food trucks to operate in District of Sooke parks.

Council discussion:

- Innovative suggestion to draw people to municipal parks.
- Vendors and consumers may appreciate ability to have more than one food truck in each location.
- Encourage zero-waste options such as compostable materials and no plastic bags.
- Food trucks may create competition for traditional restaurants.
- Review of program to be completed at end of season.

2020-203

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council endorse the Food Truck Service in Parks program trial to allow Food Trucks to provide service at Municipal Parks;

THAT Council waive the commercial use fee of \$200.00, in Bylaw No. 752, *Fees and Charges Bylaw, 2019*, for the Food Trucks Service in Parks program in 2020; and,

THAT Council approve a damage deposit fee of \$300 for participants of the Food Truck Service in Parks program.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - July 27, 2020

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.4. 2020 Budget to Actual Update

The Director of Financial Services provided an overview of the written staff report outlining municipal revenues and expenses to date. It is anticipated that sufficient revenues will be collected in 2020 to offset forecasted expenses, despite some shifts in revenue sources and project expenses. Council can expect a more detailed report as 2021 budget planning commences in the fall.

Council discussion:

- Public education materials regarding budgets and expenses to be developed once Communications Coordinator has been hired.
- Clarification that recoverable COVID-related expenses are recorded in specific account. Staff have submitted an initial expense claim to the province and will submit payroll expenses related to COVID in coming weeks.
- Secondary COVID-related losses such as diminished casino revenue may also prove to be a useful reference.

2020-204

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

THAT Council receive this report for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.5. Council Travel and Professional Development Expenses 2020

The Chief Administrative Officer provided an overview of the written staff report, outlining the process for Council to take part in professional development opportunities considering changes to the three large annual conventions generally attended by members of Council.

Council discussion:

- Federation of Canadian Municipalities (FCM) Sustainable Communities Conference shifting to virtual format for fall of 2020.
- Association of Vancouver Island and Coastal Communities (AVICC) hosting a virtual event during the Union of British Columbia Municipalities (UBCM) Annual Convention.
- FCM scheduling virtual election for October, perhaps in conjunction with Sustainable Communities Conference.
- Option to do in-house training for Council.

2020-205

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council receive the report titled "Council Travel and Professional Development Expenses 2020", for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

12.6. **Ministerial Order M192 - Open Meetings Public Attendance**

The Chief Administrative Officer provided an overview of the written staff report. The most recent Ministerial Order issued with respect to Council meetings speaks to re-integration of in-person public attendance. Where in-person attendance is not practical, Council must pass a resolution outlining the ways in which the municipality complies with open meeting requirements. Staff have examined options for improved virtual engagement with the public and are recommending that Council Chambers remain closed to in-person public attendance.

Council discussion:

- Proposed changes are improvement to public experience.
- Public education regarding opportunities for meeting participation should be increased with hiring of Communications Coordinator.
- Benefits of in-person attendance vs. associated risks.
- Council Chambers can accommodate up to 9 members of the public in accordance with COVID regulations. Option to have public pre-register and staff to clean shared-touch surfaces between speakers.
- Electronic delegations are working well.
- Desire to increase connection with the public, look for opportunities to increase two-way communication.
- Public attendance will be an evolving process as more information is known regarding COVID transmission and potential second wave of infections. Council can continue to monitor and evaluate options.
- The Chief Administrative Officer clarified that when the Provincial State of Emergency ends, Bill 19 extends all Ministerial Orders for 45-90 days, at which point all associated practices must cease and pre-COVID requirements are reinstated.

2020-206

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council, pursuant to Ministerial Order M192 and the *COVID-19 Related Measures Act* - Bill 19 passed July 10, 2020, authorize that until there are further changes to the restrictions on gatherings and social distancing requirements, all open meetings of Council, including Committee of the Whole, shall be conducted without members of the public present in Council Chambers, and

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THAT openness, transparency, accessibility, and accountability of these meetings are ensured subject to the provision of:

1. Full live-stream webcasting and archived meetings on the District's website, including closed captioning services for all open meetings.
2. Public participation by either electronic means or telephone to address Council during the public question and input period.
3. Remote participation opportunities for solicited public input and public hearings through:
 - o Written submissions
 - o Pre-registered speakers list (via video or telephone)

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

13. NEW BUSINESS

13.1. Notice of Motion from Mayor Maja Tait - Late Penalty for Property Tax Deferment Program

2020-207

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

THAT Notice be waived for Item 13.1, *Late Penalty for Property Tax Deferment Program*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

Council discussion:

- Process to apply for Provincial Tax Deferment program was changed in 2020, creating additional anxiety and stress for applicants, many of whom had been using the same process for years.
- Significant delay in Canada Post deliver due to COVID-19 created shorter timelines for notification of changes.
- Many applicants are aged 55+ and were isolated in their homes at the time of the changes.

2020-208

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:

WHEREAS the Province of British Columbia offers a tax deferment program to qualifying residents aged 55 or older;

AND WHEREAS the shift to online applications created challenges for several residents familiar with the previous program and those without internet access;

THEREFORE BE IT RESOLVED that Council direct staff to write a letter to the Minister of Finance requesting the late penalty be forgiven for any qualifying individual filing for deferment before October 31, 2020.

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CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

13.2. Correspondence re: MIABC Voting Delegation

Council discussion:

- Annual General Meeting for Municipal Insurance Association and Municipal Finance Association take place during the annual Union of British Columbia Municipalities convention.
- Councillor Bateman happy to remain as voting delegate with Mayor Tait as an Alternate.

2020-209

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council designate Councillor Jeff Bateman as the voting representative for Municipal Insurance Association of British Columbia (MIABC) Annual General Meeting; and

THAT Council designate Mayor Maja Tait as alternate voting representative for Municipal Insurance Association of British Columbia (MIABC) Annual General Meeting.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

13.3. Notice of Motion from Councillor St-Pierre:

- For discussion at September 14, 2020 Regular Council meeting

THAT Council direct staff to explore options to make Council correspondence more readily available to the public.

14. CORRESPONDENCE REQUIRING ACTION

14.1. Correspondence - 2020 UBCM Meeting Requests

- Postponed from the July 13, 2020, Regular Council meeting.
- Council to bring forward requests for Ministerial meetings.

Council discussion:

- Ministerial meetings will be held by teleconference the week prior to UBCM.

2020-210

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

THAT Council direct staff to request UBCM ministerial meetings as follows;

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- MLA John Horgan - Provide an update on local projects and current initiatives.
- Minister of Education - Advocate for a new Sunriver School and repairs to Sooke Elementary school.
- Solicitor General - Discuss participation in the Vancouver Island Integrated Major Crime Unit (VIIMCU)

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

2020-211

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

THAT Council direct staff to request a 2020 UBCM meeting with Ministry of Environment and Climate Change Strategy staff to discuss a potential provincial pesticide ban and subsequent changes to the integrated pest management act.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

14.2. Additional Correspondence received re: UBCM meeting requests

Duplication of above agenda item. No additional discussion required.

14.3. Correspondence - Evergreen Mall Mural Project proposal

Council discussion:

- Sooke Program of the Arts Committee tasked with public art projects.
- Staff to advise Mr. Ross that the item has been referred to SPA Committee.

2020-212

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

THAT Council refer the correspondence from the EMCS Society re: Evergreen Centre Mural project proposal to the Sooke Program of the Arts Committee for discussion.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

15. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported:

- Recently put forward a Notice of Motion to the CRD Water Commission to bring rainwater catchment system requirements into alignment with national

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standards, eliminating a redundant certification process and saving up to \$2500 per unit installed.

- Climate Caucus Summit planned for August 6 and 7.

Councillor Beddows reported:

- SEAPARC meeting scheduled for July 28th. Agenda items include receipt of information on proposed Sunriver multi-sport box and presentation from Councillor McMath regarding a proposed triathlon.

Councillor Bateman reported:

- Vancouver Island Regional Library set to announce contractor for Sooke branch.
- Theatre seats for Edward Milne Community School theatre have been ordered and are likely to be installed over Christmas break.
- Attended virtual meeting of Sooke Homelessness Coalition.
- Sooke Region Communities Health Network has hired staff person to operate new SpeedSource shelter location. Sooke's Community Paramedic will attend shelter site on regular basis.

Councillor Lajeunesse reported:

- Attended virtual meeting of Sooke Homelessness Coalition.
- Attended virtual meeting of CRD Arts Commission where an analysis of regional performing arts facilities was discussed.

Mayor Tait reported:

- Phase one of the Demamiel Creek/Little River Pedestrian Crossing officially opened July 27.
- Sooke Fine Arts Show currently taking place online.
- Primary Health Care Services Working Group update: Nurse Practitioner has been hired at West Coast Medical Clinic, physicians are setting up new waitlist procedure with priority given to unattached patients with health issues.
- Transition to new SpeedSource shelter location is underway with Sooke Region Community Health Network overseeing operations.
- Capital Regional District Committee meetings have resumed. Regional Parks Committee expecting staff report on impact of geese on farmlands and possible addling of eggs.
- Attended UBCM meetings in Vancouver with high standards of safety and social distancing in place.
- Philharmonic Fling taking place this weekend with small number of invited attendees.
- Sooke Shelter Society examining plan for governance and structure. Additional information expected in coming months.
- CRD Mayor's Luncheons have been cancelled due to COVID and replaced with rotating schedule of Zoom meetings hosted by each Mayor. Mayor Tait hosting on July 28.
- Girl Guides "SOAR 2020" event was scheduled for August long weekend, bringing 5000 guides to Camp Barnard. The event has not been rescheduled.
- Attending a scheduled Island Health briefing this week.

16. RELEASE OF CLOSED MEETING RESOLUTIONS

Council Rise and Report - July 27, 2020 In-Camera meeting resolutions:

THAT Council appoint the following as members of the Official Community Plan (OCP) Advisory Committee;

1. Siomann Pulla
2. Steve Grundy
3. Terry Cristall
4. Ellen Lewers
5. Norman Amirault
6. Linda McMillan
7. Helen Ritts

AND THAT Council appoint Councillor Beddows as Council liaison to the OCP Advisory Committee.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-213

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT this meeting be closed to the public under section 90(1)(a) of the *Community Charter* as it pertains to personal information about identifiable individuals.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

The meeting was closed to the public at 10:04 p.m.
The meeting was re-opened to the public at 10:20 p.m.

17. ADJOURNMENT

2020-214

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:

THAT the July 27, 2020 Regular Council meeting be adjourned at 10:20 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

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Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
August 10, 2020 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
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Megan McMath

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-215

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT this meeting be closed to the public under section 90(1) (d), (e), and (k) of the *Community Charter* as it pertains to security, land, and negotiations.

CARRIED UNANIMOUSLY

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

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

5. MINISTERIAL ORDER M192

2020-216

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:
THAT Council is holding this meeting without members of the public in attendance, in accordance with Ministerial Order M192, as Council Chambers does not have the capacity to safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meetings.

CARRIED UNANIMOUSLY

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

6. APPROVAL OF THE AGENDA

2020-217

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT the agenda for August 10, 2020, Special Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 7.1. *Development Permit with Variance - 2365 Church Road.*

CARRIED UNANIMOUSLY

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

7. PUBLIC AND STATUTORY HEARINGS

7.1. Development Permit with Variance - 2365 Church Road

Mayor Tait declared a conflict of interest, due to the proximity of a family member's house to the subject property and left the meeting at 7:05 p.m.

Deputy Mayor Logins chaired the meeting.

The Chief Administrative Officer provided an overview of the written staff report, outlining the 2 variance requests; the first being a side lot line set back, and the second reducing the required onsite parking stall requirements.

Council discussion:

- There was concern that there is no mechanism for the District to enforce staff parking on the residential streets.

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- The original staff report stated ample turn around space at the end of the road, Council inquired whether a contractual agreement between the business and its clients could be prepared to require the utilization of this option.
 - Staff advised that there would be limited ability to enforce this type of agreement.
- There was concern that increased parking along Felderhof would create an unwarranted disruption of the quiet residential neighborhood.
- Increased traffic calming strategies, such as children at play signs and speedbumps may serve useful in the beginning but are not guaranteed to increase safety.
- The application to accommodate a change-in-use to daycare triggered the requirement to conform with District bylaws.
- An appreciation that daycare needs are lacking in the community, however, this location is not favorable for this type of business.

Deputy Mayor Logins invited Councillors to ask questions of the applicant's representative, Ron Malzon, who attended virtually.

Council discussion:

- Is there a clear sense of where the drop-off and pickup area will be located?
 - Starting at the building 80 feet along the south side of Felderhof, there will be 4 parking spaces.
- What assurances can be made that staff will not park in the pick-up/ drop-off area?
 - There has been an attempt to arrange with the Jehovah hall, down the road, however, due to COVID, they aren't able to have a discussion at this time. Two staff members will commute in one vehicle to limit the staff cars onsite.
- There is a designated accessible parking space allocated on-site, can it be utilized as a client drop off spot?
 - This is a requirement and can not be changed or blocked.
- The property size and arrangement are challenging to work with, parking increases takes away from the play area and the frontage along Church Road is too busy for a pull-thru location.

Public input:

Council read aloud, for the record, the correspondence submitted to info@sooke.ca for this application:

- Brandy Baybutt submitted an email in opposition to the application due to lack of parking and increased traffic in the area.
- Linda Batten submitted an email in support of the application.
- Siomonn Pulla submitted an email in opposition to the application due to increased traffic and compromised parking issues.
- Phyllis Fisher submitted an email in opposition to the application, noting the already congested parking and traffic issues on Felderhof Road.
- Tracy Ewert submitted an email in opposition to the application, highlighting the already limited parking for residents, restricted vision along Church Road and concern with driveway turn arounds.

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- Margaret Bailey submitted an email in opposition to the application citing inadequate staff parking and disagrees with staff being directed to park on Helgesen.
- Michael Nyikes submitted an email in opposition to the application, highlighting concerns with the number of children in the application, child-to-staff ratio, onsite parking, increase in traffic, and suggested the location is inappropriate.
- Councillor Beddows read aloud a piece of correspondence he received but had not been circulated to all members of Council.
 - Craig Ferguson submitted an email in opposition noting his concerns with the enforcement of off-property parking.

Council discussion:

- Councillor Beddows was opposed to the application due to inadequate onsite parking which will result in spillover onto Felderhalf, which would be unfair for the residents to adapt to as it is solely related to the business.
- Councillor Bateman was opposed to the parking scheme associated with the application, due to the significant increase in traffic resulting from the business.
- This is a needed community service but the costs to the already established neighborhood are too high.
- Difficulties in changing existing neighborhoods to accommodate businesses, suggesting that small neighborhoods be developed with amenities, commercial nodes, and services that may be utilized by those living close to that area.
- The need for childcare supersedes the limited parking.
- The traffic is not going to get safer denying this specific variance.
- Parking requirements need to adhere to municipal regulations and be enforced prior to the execution of any development or rezoning.

2020-218

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

THAT Council receive the report as information.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Megan McMath

2020-219

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

THAT Council authorize a side lot variance from 6 meters to 4.37 meters for the purpose of developing a Community Care Facility at 2365 Church Road.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Megan McMath

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2020-220

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council authorizes a variance to require all off-street parking requirements for uses permitted on a lot to be satisfied on the lot where the use requiring the place is located.

Amendment to Main Motion 2020-220

2020-221

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council amend motion #2020-220 by rephrasing the motion to ensure clarity and the motion shall be amended to read as follows:

"THAT Council authorizes a variance to reduce required off-street parking requirements from six (6) to two (2), per section 4.5., for the purpose of developing a Community Care Facility at 2365 Church Road.

CARRIED UNANIMOUSLY

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Ebony Logins, Councillor Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Megan McMath

Main Motion 2020-220 as amended was DEFEATED

In Favour: Councillor Ebony Logins, Councillor Tony St-Pierre

Opposed: Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Dana Lajeunesse

Absent: Mayor Maja Tait and Councillor Megan McMath

The Chief Administrative Officer confirmed with the applicant's representative that should all parking be required onsite; a re-evaluation of the application would be considered. Providing an overview of the internal application process, specifically the Engineering comments citing 4.6 (d) of the *Zoning Bylaw* as to nose in parking is usually not considered as vehicles would be required to back onto the street within proximity of Church Road. It was suggested that Council consider this variance to allow for an onsite parking setback for vehicles to back into the property which would allow them to drive out onto Felderhoff.

Council discussion:

- Disappointment in the late introduction of this option. Desire to see the information earlier with associated impacts as this was not on agenda and the public had no opportunity to comment on this specific revision.
- Concerns that the applicant will not be able to withstand further delays.
- Pulling out of Felderhoff onto Church Road is difficult, thus stopping to back in will make this difficult as well.
- Further time and information are needed for Council to digest this option.
- Lack of support to make any additional resolutions to change the variance option.

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Mayor Tait returned to the meeting at 8:28 p.m. and resumed as Chair.

7.2. District of Sooke 2019 Annual Report

The Annual Report is a requirement under the *Community Charter* that must include the following from the previous year: the audited financial statements, a list of permissive tax-exempted properties, services and operations, performance measures and objectives, any declarations of disqualifications and set out the next years objectives.

Public input:

- The Corporate Officer advised that no correspondence was received on the 2019 Annual Report.

Council discussion:

- The tribute to the late Councillor Parkinson is much appreciated.
- Removal of the wineries reference, from page 4, as there are none within the District's boundaries.
- Acknowledgment of staff's exceptional work on the document.

2020-222

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council approve the District of Sooke 2019 Annual Report.

CARRIED UNANIMOUSLY

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

8. **REPORT OF THE CHIEF ADMINISTRATIVE OFFICER**

The Chief Administrative Officer had no updates to provide.

9. **PUBLIC QUESTION AND COMMENT PERIOD**

There were no written submissions received.

10. **CONSENT AGENDA**

2020-223

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Items 10.1 and 10.2 be adopted by general consent.

CARRIED UNANIMOUSLY

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

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10.1. Committee of the Whole recommendations July 28

- THAT Council receive the OCP Update - Engagement Strategy and Workplan report for information.
- THAT Council receive the information presented by BC Transit regarding the Sooke Local Area Transit Plan for information.

10.2. Correspondence received July 22 - July 31, 2020

- THAT the correspondence received July 22 - July 31, 2020 be received for information.

11. REPORTS

11.1. Wastewater Treatment Plant Upgrades 2020 Tender Award

The Chief Administrative Officer provided an overview of the staff report, suggesting the delegation of Councils authority under the purchasing policy be delegated to the CAO for this one (1) tender to ensure the tender can be awarded in a timely manner.

Council discussion:

- The importance of expediting the process for this significant piece of equipment.

2020-224

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council delegates their authority under section 3.4 of the District of Sooke Purchasing Policy, for the awarding of the Wastewater Treatment Plant Upgrades 2020 only, to the Chief Administrative Officer.

CARRIED UNANIMOUSLY

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

12. BYLAWS

12.1. 2020 Annual Tax Sale Deferral Bylaw No. 789, 2020

The Director of Finance provided an overview of the written staff report, highlighting that due to COVID-19 the province has issued a Ministerial Order to allow municipalities to defer their 2020 Tax Sale. A bylaw is required and must be adopted no later than August 31, 2020. Properties subject to tax sale have been delinquent for 3 years and are required to pay the oldest outstanding years taxes, and associated penalties, to avoid being included in the tax sale. A further deferral will result in property owners being required to pay a minimum of 2 years' worth of delinquent taxes to avoid the 2021 tax sale.

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Council discussion:

- Concerns that extending the deferral could result in further financial burdens next year.
- This option will most likely alleviate stress for some and is a worthwhile option to provide.

2020-225

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:
THAT Council gives First, Second and Third reading to the *2020 Annual Tax Sale Deferral Bylaw No. 789, 2020.*

CARRIED UNANIMOUSLY

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

2020-226

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council adopt the *2020 Annual Tax Sale Deferral Bylaw No. 789, 2020.*

CARRIED UNANIMOUSLY

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

13. NEW BUSINESS

There were no new business items presented.

14. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported on:

- Participation as a presenter on food security at the Climate Caucus Summit 2020.

Councillor Bateman reported on:

- Attendance at the Climate Caucus Summit 2020.
- Participation at the ribbon-cutting for phase 1 of Demamiel Creek 'Little River' Pedestrian Crossing.
- Submission of comments on the Transportation Master Plan to the consultant.
- Concerns related to boat trailer parking along West Coast Road.

Councillor Beddows reported on:

- The smooth transition of the homeless encampment from Ed McGregor park to the new facility.

Mayor Tait reported on:

- Appreciation to staff and RCMP for the support in transitioning the homeless from the municipal park.
- BC Transit will be requiring riders to wear a facemask to travel on the bus.
- Philharmonic Fling was held virtually this year.
- Invitation to be a speaker at the UN Habitat World Summit.
- Attendance at the CRD Board meetings.

15. RELEASE OF CLOSED MEETING RESOLUTIONS

15.1. SPA Committee Appointments from the July 27, 2020 In-Camera meeting

2020-227

THAT Council appoint Linda Gordon as the Sooke Community Arts Council representative to the Sooke Program of the Arts (SPA) Committee;

THAT Council appoint Montana Stanley as the Sooke Region Historical Society representative to the SPA Committee;

THAT Council re-appoint Lorraine Pawlivsky-Love, Peter Jonassen, and Gregory Varano as community members of the SPA Committee; and

THAT Council appoint the following as community members of the SPA Committee:

1. Susan Percival
2. Lori Kirk
3. J.P. Ellson

AND THAT Council amend the Terms of Reference of the Sooke Program of Arts Committee to include 6 community members.

CARRIED.

16. ADJOURNMENT

2020-228

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:

THAT the August 10, 2020, Special Council meeting be adjourned at 9:05 p.m.

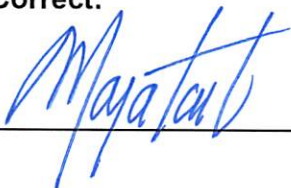
CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

Certified Correct:

Maja Tait
Mayor



Carolyn Mushata
Corporate Officer





MINUTES
District of Sooke
Regular Council Meeting
September 14, 2020 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
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning (electronic participation)
Jeff Carter, Director of Operations (electronic participation)
Kenn Mount, Director of Community Safety
Laura Hooper, Manager of Parks & Environmental Services (electronic participation)
Patti Rear, Deputy Corporate Officer
Sarah Temple, Corporate Services Assistant

ABSENT:

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

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

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the September 14, 2020 Regular Council meeting to order at 7:07 p.m.

Mayor Tait recognized Fire Chief Kenn Mount for completion of the Executive Chief Fire Office Program. Chief Mount is one of only 114 Chief Officers in Canada to have completed this designation.

4. FIRST NATION RECOGNITION

Acknowledgement of the T'Sou-ke Nation upon whose territory Council is meeting.

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

5. MINISTERIAL ORDER M192

2020-229

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council is holding this meeting without members of the public in attendance, in accordance with Ministerial Order M192, as Council Chambers does not have the capacity to safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comment, electronic and telephone public participation opportunities via Microsoft Teams, and the provision of live and recorded broadcasts of the meetings.

CARRIED UNANIMOUSLY

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

6. APPROVAL OF THE AGENDA

2020-230

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT the agenda for the September 14, 2020, Regular Meeting of Council, be adopted with the addition of Supplemental Information:

- Item 8.1 - Correspondence received
- Addition of 11.4 Rise and Report of In-Camera meeting of September 14, 2020 *Appointment to Board of Variance*
- Item 15.3 - Correspondence received
- Item 15.4 - Correspondence received

CARRIED UNANIMOUSLY

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

7. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

2020-231

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT the minutes of the July 27, 2020 Regular Meeting of Council, be adopted as amended.

THAT the minutes of the July 28, 2020 Committee of the Whole meeting, be adopted as circulated.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

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

8. DELEGATIONS

Councillor Bateman declared a conflict of interest as he is the former chair of Transition Sooke and is still involved with their Facebook page. Councillor Bateman left the meeting at 7:14 pm.

8.1. Transition Sooke

- Topic: Climate Action as the over-arching framework for Sooke's new OCP

Susan Belford, representing Transition Sooke, provided Council with a PowerPoint presentation and overview of Transition Sooke's request to:

- Make Climate Action the over-arching framework for Sooke's new Official Community Plan (OCP) and direct the community conversation on the OCP to address the Climate Emergency
- Amend Dialog's terms of reference so the entire OCP is seen through a "Climate Emergency" lens

Council discussion:

- Staff to share PowerPoint with Council and OCP Advisory Committee.

Councillor Bateman returned to the meeting at 7:25 p.m.

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

9.1. Late Penalties on Tax Deferral Applications:

- The Chief Administrative Officer spoke to correspondence submitted to the BC Minister of Finance and the response received, regarding late penalties on tax deferral applications.
- Since receiving the response, staff have spoken with the Ministry of Municipal Affairs and Housing who have authority to waive the late fees but require more information.
- Staff will provide the information to the Ministry and if subsequent Council action is required, a report will be brought to the September 28 Regular Council meeting.

Council discussion:

- Staff estimate that 20 folios incurred a late payment penalty and of those, 15 have paid the penalty. Approximately 5 folios have an unpaid late penalty fee remaining on their property tax account.

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

- Clarification that all folios that incurred the late penalty should have their fees waived, should the request be approved, not just those with an unpaid balance.

2020-233

MOVED by Mayor Maja Tait, seconded by Councillor Al Beddows:

THAT Council receive the correspondence for information and direct the Chief Administrative Officer to write to the Minister of Municipal Affairs and Housing advocating for the eliminate of late payment penalties on 2020 property tax deferrals.

CARRIED UNANIMOUSLY

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

10. PUBLIC QUESTION AND COMMENT PERIOD

10.1. Council heard from the following members of the public, using Microsoft Teams as an electronic meeting platform:

- Ms. M. Turcotte spoke to Item 15.3. *Correspondence re: Anticoagulant Rodenticides*, expressing her support for a proposed province-wide ban as pesticides are a risk to wildlife, pets, and children.
- Ms. D. Pfeiffer spoke to Item 15.3. *Correspondence re: Anticoagulant Rodenticides*, expressing her support for the proposed ban. Ms. Pfeiffer emphasized the urgency of a ban on the use of pesticides and encouraged Council to formalize a policy stating that the District will not use them in municipal operations.
- Mr. R. Vanzella spoke to Item 15.3. *Correspondence re: Anticoagulant Rodenticides*, expressing his support for the proposed ban and encouraging Council to take part in public education activities to inform residents of the harm caused by Anticoagulant Rodenticides.
- Mr. O. Hockenhull spoke to Item 8.1. *Delegation from Transition Sooke*, stating that he supports the recommendation to include Climate Action as the overarching theme of Sooke's OCP. Mr. Hockenhull also expressed support for an Anticoagulant Rodenticide ban.
- Mr. R. Alcock spoke to Item 8.1. *Delegation from Transition Sooke*, citing current forest fires and air quality as indicators of the need to take urgent action on climate change.
- Ms. F. Philip spoke to Item 8.1. *Delegation from Transition Sooke*, stating that Sooke should focus on passive home construction and reduction of residential energy load as a means of combatting climate change when faced with rapid community growth.
- Mr. S. Philip spoke to Item 8.1. *Delegation from Transition Sooke*, expressing concern regarding blasting and construction activity, and their effects on the climate. Mr. Philip encouraged Council to include climate action as the overarching theme of the OCP.
- Ms. P. Nalega spoke to Item 8.1. *Delegation from Transition Sooke*, encouraging Council to focus on net zero growth and to highlight climate action in the OCP.

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

- The Director of Corporate Services read a message from Ms. L. Moss and Mr. C. Moss, electronic meeting participants experiencing technical difficulties, stating their support Item 8.1. *Delegation from Transition Sooke*,
- Ms. C. Schlattner spoke to Item 8.1. *Delegation from Transition Sooke*, stating that climate change cannot be left to chance and encouraging Council to include climate action as the overarching theme of the OCP.
- Ms. S. Clarke spoke to Item 8.1. *Delegation from Transition Sooke*, stating her support for the recommendations included in their presentation. Ms. Clarke asked for clarification regarding Council's referral of the issue to the OCP Advisory Committee and stated that time is of the essence as work has already begun on the new OCP.
- Ms. V. VanRosebrook spoke to Item 8.1. *Delegation from Transition Sooke*, stating her support for climate action, including net zero growth, and suggested Council also consider limiting the number of people permitted in parks to reduce damage to greenspace caused by large gatherings.
- Mr. F. Unger spoke to Item 15.4 *Correspondence re: Tree Bylaw*, listing the many benefits that trees provide and encouraging Council to implement a protection bylaw.
- Mr. A. Dolan spoke to Item 8.1. *Delegation from Transition Sooke*, reiterating the comments of Ms. Clarke regarding the time sensitivity required in order to re-direct Dialog to frame the OCP with a climate action lens.

Council discussion:

- The OCP Advisory Committee may request a presentation from Transition Sooke.
- There will also be numerous public engagement opportunities throughout the OCP process where climate action can be brought forward as a top priority.

Public question and comment:

Mayor Tait read aloud 4 pieces of correspondence received and included in Council's Supplemental Agenda.

- Ms. B. Ferris and Mr. M. Ferris expressed their support for Item 8.1. *Delegation from Transition Sooke*, stating that a healthy, vibrant community requires healthy people and a healthy environment.
- Ms. B. Kean provided Council with a suggested resolution regarding Item 15.3. *Correspondence re: Anticoagulant Rodenticides*.
- Ms. M. Coll wrote to Council regarding Item 15.4 *Correspondence re: Tree Bylaw Inquiry*, asking Council to prioritize the passing of a tree protection bylaw.
- Mr. S. Unger wrote to Council regarding Item 15.4 *Correspondence re: Tree Bylaw Inquiry*, sharing his experience with deforestation and the impact on his rural property. Mr. Unger encouraged Council to prioritize a tree protection bylaw.
- The written submission from Mr. F. Unger was not read aloud, as Mr. Unger shared his views with Council verbally.

11. CONSENT AGENDA

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

2020-234

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

THAT agenda items 11.1 through 11.4 be adopted by general consent.

CARRIED UNANIMOUSLY

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

11.1. **Correspondence received July 31 - September 9, 2020**

- THAT the correspondence received July 31 - September 9, 2020 be received for information and filed accordingly.

11.2. **Committee of the Whole recommendations from September 8, 2020**

Wildlife Interactions in Sooke – BC Conservation

- THAT bear/human conflict strategies be included in the Official Community Plan review.

Council Strategic Priorities Report:

- 1) THAT Council receive the Strategic Priorities 2021 report for information; and
- 2) THAT the current Council Strategic Plan Appendix A be replaced with the Strategic Priorities Chart.

Draft Council Parental Leave Policy

- THAT Council direct the Corporate Officer to bring the Draft Council Parental Leave Policy forward to a future meeting for adoption.

11.3. **Rise and Report of September 8, 2020 In-Camera Resolution:**

THAT Council direct staff to draft a letter of understanding with SRCHN (Sooke Region Community Health Network) providing, in principle:

- Approval, in principle, of the partnership with SRCHN to develop the project.
- Support for SRCHN in approaching funders.
- Granting of a long-term lease on the Seniors/Youth Complex on a portion of the Northeast Quadrant of Lot A.
- Facilitation for appropriate Zoning.
- Access to \$30,000 of project funds held in trust by the District of Sooke, contingent upon a legal opinion.

11.4. **Rise and Report of September 14, 2020 In-Camera Resolution:**

THAT Council appoint Garry Brooks as a member of the Board of Variance Committee.

12. REPORTS

12.1. **Development Permit - 2096 Church Road**

The Director of Planning provided a PowerPoint presentation and overview of the application to construct a single-story office building at 2096 Church Road. The building will serve as office space for Work Link Employment Society and is envisioned as Phase 1 of developing the property. Future plans (Phase 2) are for an additional two-to-three story, multi-use building, which will require an additional Development Permit application.

Council discussion:

- Clarification that the proposed sidewalk is consistent with connector sidewalk standard in the draft Transportation Master Plan (TMP). Staff confirmed that sidewalk design will be equal to the requirements of the TMP.
- Confirmation that the proposed bus stop will include a weather shelter.
- Parking requirements for Phase 2 are unclear at this point and will be addressed in a future application.
- Desire to see preservation of existing trees where possible.
- Support for higher density development within the town core. Staff advised that Phase 1 is based on the applicant's current needs (single-story only) but that Phase 2 is planned as higher density.
- Suggestion that orienting the building to be parallel with Church Road would be more aesthetically pleasing and reduce the view of the parking lot.
- Support for installation of electric vehicle charging stations.

2020-235

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council approve the issuance of Development Permit PLN01510 for the purposes of constructing a commercial building for the subject property municipally addressed 2096 Church Road.

CARRIED UNANIMOUSLY

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

12.2. **DeMamiel Creek (Little River) Pedestrian Crossing**

The Director of Operations & Manager of Parks and Environmental Services provided Council with an overview of the written report. Staff are seeking Council support for submission of a funding application to the *Investing in Canada Infrastructure Program* that, if successful, would provide up to 73.33% of necessary funding to complete Phase 2 of the Demamiel Creek (Little River) Pedestrian Crossing.

Council discussion:

- Confirmation that an outdoor classroom is included as a part of the project design, supporting students, and providing an opportunity for interpretive infrastructure, which also supports tourism.
- Staff will continue to seek alternate funding sources, including submission of other grant applications.
- Concern regarding impact on wildlife in the area. Desire to see an impact assessment, as well as conversations with local residents.

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

- Trail design envisioned to follow existing logging road, which includes two switchbacks, reducing slope steepness. Use of the logging road will also result in reduced environmental impact.
- Project costs not covered by grant funding must be paid for by District of Sooke. Staff clarification that remaining funds could come from multiple sources, including a combination of taxation, Casino Revenue, GST credit, and Gas Tax funds.

2020-236

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council direct staff to submit an application for grant funding for the DeMamiel Creek (Little River) Pedestrian Crossing through the Investing in Canada Infrastructure Program – British Columbia - Community, Culture and Recreation; and

THAT Council supports the project and commits to its share (\$610,743) of the project.

CARRIED UNANIMOUSLY

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

12.3. Draft Council Parental Leave Policy

The Corporate Officer provided an overview of the Draft Council Parental Leave Policy, previously presented at the September 8, 2020 Committee of the Whole meeting.

2020-237

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council adopt Policy CO-006 - Council Parental Leave.

CARRIED UNANIMOUSLY

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

13. BYLAWS

13.1. Bylaw No. 790 (600-79), Zoning Amendment Bylaw, 2020 - 2084 Ludlow Road

The Director of Planning presented a PowerPoint presentation and overview of the proposed zoning amendment. The applicant has applied for rezoning of their 1.25-acre property to create an additional lot that will be used to build a home for a member of the applicant's family. A Development Permit is not required as the proposed subdivision is for less than 4 lots.

Council discussion:

- Desire to see the District's Affordable Housing Policy reviewed.
- Staff responded that as a part of the Official Community Plan review, policy direction on issues such as Affordable Housing will come forth. Complete policy review is likely to happen after completion of the OCP.

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

2020-238

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council give first and second reading to *Zoning Amendment Bylaw No. 790 (600-79), 2020* to amend the zoning on the property located at 2084 Ludlow Road from Rural Residential (RU4) to Neighborhood Rural Residential (RU5), and;

THAT Council schedule the Public Hearing for *Zoning Amendment Bylaw No. 790 (600- 79), 2020* in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

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

14. NEW BUSINESS

14.1. Notice of Motion from Councillor St-Pierre:

- For discussion at September 14, 2020 Regular Council meeting

Council discussion:

- Council wishes to remain as transparent as possible without creating unnecessary work for staff.
- Clarification of current process. List of all Council correspondence received is included on meeting agendas, Council can request individual items to be pulled for discussion, and members of the public can request to see correspondence in its entirety, subject to redaction for privacy protection. Generally, any correspondence requested can be provided almost immediately.
- Process to receive correspondence may be perceived as complex by members of the public.
- Council responsible to bring forward items they wish to discuss, allowing for additional public comment once item is added to agenda.
- Corporate Officer is working on an operational procedure regarding correspondence and welcomes further feedback.

2020-239

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to explore options to make Council correspondence more readily available to the public.

DEFEATED.

In Favour: Councillor Tony St-Pierre

Opposed: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath

15. CORRESPONDENCE REQUIRING ACTION

15.1. FCM Sustainable Communities Conference

2020-240

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council authorize Mayor Maja Tait, Councillor Lajeunesse, Councillor Bateman, and Councillor St-Pierre to attend the FCM Sustainable Communities Conference, with funding to come from the Council Travel/Conferences/Education budget.

CARRIED UNANIMOUSLY

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

15.2. Correspondence from Harmony Project re: Drive In Movie request for support

Council discussion:

- John Phillips Memorial Park may not be ideal location as it can become very wet in the rainy season and does not contain necessary infrastructure such as adequate washroom facilities.
- Alternate locations could include EMCS or SEAPARC parking lots.
- Additional information is required including how gathering size will be managed in accordance with Public Health guidelines and the specific partnership request being sought.

2020-241

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to advise the Sooke Harmony Project to contact both EMCS Society and SEAPARC as an alternate location, and request clarification regarding partnership, and invite the organization as a delegation once a location has been determined.

CARRIED UNANIMOUSLY

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

15.3. Correspondence re: Anticoagulant Rodenticides

- Requested for discussion by Councillor St-Pierre

Council discussion:

- Council has scheduled teleconference with Ministry of Environment staff at upcoming UBCM convention regarding this issue.
- Clarification that the District of Sooke does not use rodenticide in its operations.
- Proposed ban falls within provincial jurisdiction.

2020-242

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:
THAT Council communicate with the appropriate provincial Ministers requesting restrictions on anti-coagulant rodenticides.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

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

2020-243

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:

THAT Council supports a complete ban of anticoagulant rodenticides on all District of Sooke owned properties and formalize its current practice and policies on anticoagulant rodenticides to ensure the continued protection of ecological integrity for now and in the future.

CARRIED.

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

2020-244

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

THAT Council request Wild Wise Sooke begin public education on the the harmful impacts of anticoagulant rodenticides and better alternatives that are available.

CARRIED UNANIMOUSLY

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

15.4. Correspondence re: Tree Bylaw Inquiry

- Requested for discussion by Councillor Bateman

Council discussion:

- The Corporate Officer provided an update regarding the correspondence received and read a response sent to the each letter writer from the Manager of Parks and Environmental Services, indicating that staff expect to present a draft bylaw for Council consideration in the coming year.
- The Chief Administrative Officer clarified that a Tree Protection Bylaw is an immediate priority in Council's Strategic Plan and indicated that staff should be bringing something forward by the end of 2020.
- Request for Tree Protection Bylaw originally brought forward by the late Councillor Parkinson.
- Desire for numerous public engagement opportunities.

2020-245

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

THAT Council receive the correspondence titled "Tree Bylaw Inquiry" for information.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

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

15.5. Correspondence re: No Parking Signs on Sea Lion Way

- Requested for discussion by Mayor Tait

Council discussion:

- The Director of Operations provided an update on the correspondence received, stating that staff have been working with Sea Lion Way residents and that signage has been installed restricting parking within 2 meters of existing driveways.
- Creation of an area plan for the Whiffin Spit neighborhood is a short-term priority of the draft Parks and Trails Master Plan.

2020-246

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council receive the correspondence requesting "No Parking" signage on Sealion Way, for information.

CARRIED UNANIMOUSLY

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

15.6. Correspondence re: Fare Free in the CRD

- Requested for discussion by Councillor Bateman

Council discussion:

- Societal movement towards mode-shifting and exploring ways to travel differently.
- Competing priorities for transit operations; including fleet replacement and electrification, and increased local routes. Revenue has dropped drastically during COVID pandemic.
- Various strategies to increase ridership have been examined. Reports on the effects of free ridership are available from BC Transit.
- Programs exist to provide free fares for those who need it.
- Sooke's draft Transportation Master Plan states transit ridership within Sooke is low and service is inadequate for residents. If ridership remains low, expanded local service could be at risk. Interest in exploring ways to encourage local residents to use transit.

2020-247

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence titled "Fare Free in the CRD", for information.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

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

15.7. Correspondence re: Expanded Patio Permissions

- Requested for discussion by Mayor Tait

Council discussion:

- Building Bylaw classifies a "structure" as anything with a roof, including enclosed patio. As such, winterized patios that include a roof would require a building permit.
- Staff can prioritize applications for winterized patios, but it will create delays for other applicants.
- Businesses are finding ways to increase health and safety measures, while still protecting their revenue streams.

2020-248

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

THAT Council direct staff to expedite applications for businesses to winterize patios in public and private spaces to provide operators with the opportunity to capitalize on the confidence of outdoor space.

CARRIED UNANIMOUSLY

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

15.8. Correspondence re: Accessibility in Sooke

- Requested for discussion by Mayor Tait

Council discussion:

- Use of John Phillips Memorial Park for Sooke Country Market is on a trial basis.
- Permanent changes to the existing staircase could be explored in the future.
- Possibility of two accessible parking spaces at trailhead near municipal hall.

2020-249

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

THAT Council receive the correspondence titled "Accessibility in Sooke", for information.

CARRIED UNANIMOUSLY

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

15.9. Correspondence re: Homeless Shelter

- Requested for discussion by Mayor Tait

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

Council discussion:

- Clarification that shelter is located on private property, adjacent to, but not within, John Phillips Memorial Park.
- The shelter manager has advised that residents are to adhere to a code of conduct and that those who don't are not permitted to use the shelter facilities.

2020-250

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

THAT Council receive the correspondence titled "Homeless Shelter", for information.

CARRIED UNANIMOUSLY

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

15.10. Correspondence Re: Crosswalks in Sooke Town Centre

- Requested for discussion by Councillor Bateman

Council discussion:

- Excellent reply to correspondence by staff.
- Defensive driving is always required, but especially in busy environments.
- Many requests for pedestrian activated traffic controls throughout the community, both on municipally owned roads, and in this case, on Highway 14.

2020-251

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council receive the correspondence titled "Crosswalks in Sooke Town Centre", for information.

CARRIED UNANIMOUSLY

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

16. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- SEAPARC Commission is meeting on September 15 with a very full and interesting agenda.

17. ADJOURNMENT

2020-252

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council reconvene the in-camera portion of the September 14, 2020 Regular Council meeting.

Minutes for the Regular Council Meeting of the District of Sooke - September 14, 2020

CARRIED UNANIMOUSLY

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

The meeting was closed to the public at 10:24 p.m.

2020-253

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

THAT the Regular Council meeting of September 14, 2020 be adjourned at 10:41 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, 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 28, 2020 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
(teleconference)
Councillor Megan McMath

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Patti Rear, Deputy Corporate Officer
Raechel Gray, Acting Director of Finance
Angel Chen, Deputy Director of Finance
Matthew Pawlow, Director of Planning & Development
Jeff Carter, Director of Operations
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Tony St-Pierre

The Microsoft Teams platform was experiencing technical issues and not accessible at the start of the meeting, all staff attended in-person and registered participants utilized a teleconferencing service.

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 meets.

3. MINISTERIAL ORDER M192

2020-254

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

THAT Council is holding this meeting without members of the public in attendance, in accordance with Ministerial Order M192, as Council Chambers does not have the capacity to safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission or written comment, and the provision of live and recorded broadcasts of the meetings.

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

4. APPROVAL OF THE AGENDA

2020-255

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

THAT the agenda for September 28, 2020, Regular Meeting of Council, be adopted as amended:

- Addition of New Business Item 12.1. *DeMamiel Creek (Little River) Pedestrian Crossing Phase 2.*

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. PUBLIC AND STATUTORY HEARINGS

Mayor Tait called the Public Hearing to order at 7:05 p.m.

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

5.1. Official Community Plan Amendment Bylaw No. 774 (400-15), 2020 - Regional Context Statement

The Director of Planning & Development provided an overview of the written staff report and background information, for the amendment of the Regional Context Statement in the District's *Official Community Plan*.

Public Input:

There were no written submissions received and no registrations to speak to this item.

Council Discussion:

- Confirmation that population projections were based on 2014 data and that provincial municipal stats were updated with 2019 statistics. The Capital Regional District Board has accepted this information as valid, knowing that further adjustments may be required with the OCP review currently underway.

5.2. Zoning Amendment Bylaw No. 750 (600-77), 2020 - Flood plan & steep slope development

The Director of Planning & Development provided an overview of the written staff report, highlighting the rationale and updates associated with the amendments. These clarify the requirements for development in flood plain areas within the District.

Public Input:

There were no written submissions received and no registrations to speak to this item.

Mayor Tait closed the Public Hearing at 7:14 p.m.

5.3. Flood Plain Regulation Bylaw No. 773, 2020 - Public Input Requested by Council

The Director of Planning and Development provided an overview of the written staff report highlighting several updates, including the removal of the site-specific exemption requirements due to redundancy in the *Local Government Act* and increased clarity around the requirements for development in flood plain areas.

Public Input:

There were no written submissions received and no registrations to speak to this item.

2020-256

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

THAT Council adopts the bylaw cited as Flood Plain Regulation Bylaw No. 773, 2020.

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

5.4. Official Community Plan Amendment Bylaw No 774 (400-15), 2020

A bylaw to amend the *Official Community Plan Bylaw, 2010*, to update the Regional Context Statement.

2020-257

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

THAT Council give Third reading to the bylaw cited as *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020*.

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

2020-258

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:

THAT Council adopt the bylaw cited as *Official Community Plan Amendment Bylaw No. 774 (400-15), 2020*.

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

5.5. Zoning Amendment Bylaw No. 750 (600-77), 2020

A bylaw to amend Bylaw No. 600, *Sooke Zoning Bylaw, 2013*, for the purpose of updating the definitions and general regulations related to flood and steep slope.

2020-259

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council give Third reading to the bylaw cited as Zoning Amendment Bylaw No. 750 (600-77), 2020.

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

2020-260

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No. 750 (600-77), 2020.

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

6. ADOPTION OF MINUTES

Minutes of meetings of Council

2020-261

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT the following meeting minutes be adopted:

- August 10, 2020, Special Council meeting
- September 8, 2020, Committee of the Whole meeting
- September 14, 2020, Regular Council meeting

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

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer providing a staffing update, introducing to council the Director of Operations, Jeff Carter, the Director of Planning & Development, Matthew Pawlow, The Deputy Director of Finance, Angel Chen, and the Communications Coordinator, Christina Moog.

8. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public registered to speak and provided their comments via the teleconference system.

Minutes for the Regular Council Meeting of the District of Sooke - September 28, 2020

- Susan Belford spoke to Item No. 10.4. *Residential Strata Title Conversion Application 5220/5222 Sooke Road*, in support of the application.

The following correspondence was received through the agenda package.

- Elida Peers, Secretary-Treasurer for the Juan de Fuca Salmon Restoration Society, provided written correspondence for Item No. 11.2. *Permissive Tax Exemption Bylaw No. 792*, supporting their request for an exemption.
- Raymond Vowels, President of the Juan de Fuca Salmon Restoration Society, provided written correspondence for Item No. 11.2. *Permissive Tax Exemption Bylaw No. 792*, supporting their request for an exemption.

9. CONSENT AGENDA

2020-262

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT agenda item No.9.1 be adopted by general consent.

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

9.1. Correspondence received September 2-22, 2020

- THAT the correspondence received September 2-22, 2020 be received for information and filed accordingly.

10. REPORTS

10.1. Residential Strata Title Conversion Application 5220/5222 Sooke Road

The Director of Planning and Development provided an overview of the written staff report, requesting the approval to convert two (2) existing detached single-family dwellings into individual strata lots.

Council Discussion:

- This request does not meet the criteria to be heard by the Board of Variance, as there is no variance or exemption to relieve hardship.

2020-263

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Al Beddows:
THAT Council grant approval in principle for the strata title conversion of previously occupied dwellings on the property legally described as Lot A, Section 68, Sooke District, Plan VIP52056 (5520, 5222 Sooke Road); and

THAT Council direct staff to work with the applicant to finalize all technical details relating to the application.

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

10.2. Multi-use sport box

The Chief Administrative Officer provided an overview of the written staff report, suggesting Council enter into an agreement delegating the project management and operation responsibilities to the Capital Regional District (CRD)/ SEAPARC.

Council Discussion:

- The District will retain ownership of the Sunriver lands where the project will be built.
- An agreement will be drafted and include the operating terms.
- The exact location of the project has not been identified, once options are available to further information will be shared.

2020-264

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

THAT Council receive the report for information; and

THAT Council authorizes staff to enter into an agreement with SEAPARC/CRD and delegate SEAPARC/CRD as the authority to deliver the multi-use sports box project at 2430 Phillips Road and responsibility for the operation of the new facility.

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

10.3. Delegation of Authority for Liquor License Amendment Applications

The Director of Planning and Development provided an overview of the written staff report responding to the new provincial Policy Directive No. 20-26 extending the previous directive (20-13), to permit licensees to temporarily expand their service areas.

Council Discussion:

- Confirmation that businesses in the community are utilizing the policy directive to expand their service area.

2020-265

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

THAT Council delegates all powers, duties, and functions of Council to the Director of Planning and Development to consider liquor licence amendment applications for the purpose of temporary expanded service areas until October 31, 2021, in response to Provincial Policy Directive No. 20-26.

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

10.4. Phase 1 Report - OCP Background & Project Update

The Director of Planning and Development provided a progress update on the Sooke Official Community Plan review and the Phase 1 background report. He also advised that public engagement will begin in October/November and that the advisory committee will meet for the first-time next week.

Council Discussion:

- Assurances that all platforms are utilized to engage with the public, Sooke is a contains a very diverse population, many of the ageing population are not tech-savvy and will require informational alternative options for participation.
- The font used in the "Picture Sooke" images dated and should be changed.
- Request that all Schools, elementary to high school, be engaged and encouraged to participate.
- Check in with neighbouring municipalities who are conducting OCP reviews and see what types of questions they are asking and how they are engaging with their residents.
- Confirmation that low, medium, and high-growth scenarios will be examined and summaries of each will be presented to Council for consideration.

2020-266

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse: THAT Council accept the Sooke Official Community Plan Background Research Report (Phase 1 Report) dated September 2020 prepared by DIALOG Design, which collates all available background information and captures trends, challenges, and opportunities to help set a baseline of information regarding the District; and

That Council accepts the staff report dated September 28, 2020, as a progress update on the OCP Project.

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

11. BYLAWS

11.1. Community Parks Regulation Amendment Bylaw No. 793 (101-5), 2020

The Deputy Corporate Officer advised that the bylaw amendment is due to changes in staff titles, includes housekeeping items and refreshes outdated definitions.

2020-267

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath: THAT Council gives First, Second, and Third reading to Community Parks Regulation Amendment Bylaw No. 793 (101-5), 2020.

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

11.2. Permissive Tax Exemption Bylaw No. 792, 2020

The Director of Finance provided an overview of the written staff report, highlighting that a full review of all permissive tax exemptions took place resulting in a requirement for a new bylaw. She advised that one (1) application has code compliance issues and may not be eligible for a full exemption, Steps to the Future Childcare Society, staff have estimated the building footprint of the non-compliant structure and deducted this percentage from their exemption.

Council Discussion:

- There will be an advertisement in the newspaper requesting formal public input on this bylaw when brought forward for adoption.
- Hopefully, the reduction in the exemption will be an incentive for Steps to the Future Childcare Society to bring their second house into compliance.

2020-268

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council give First, Second and Third Readings to Permissive Tax Exemption Bylaw No. 792, 2020.

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

12. NEW BUSINESS

12.1. DeMamiel Creek (Little River) Pedestrian Crossing Phase 2

The Director of Operations provided an overview of the written staff report highlighting that a realignment and redesign have reduced the construction costs, as well as request authorization to apply for an Investing in Canada Infrastructure Program grant.

2020-269

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council rescind resolution #2020-236;

THAT Council direct staff to submit an application for grant funding for the DeMamiel Creek (Little River) Pedestrian Crossing through the Investing in Canada Infrastructure Program – British Columbia - Community, Culture and Recreation; and

THAT Council supports the project and commits to its share (\$407,284) of the project.
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. CORRESPONDENCE REQUIRING ACTION

13.1. Ministry of Education - Capital Development 2021

A letter from the Deputy Minister of Education, regarding 2021/22 capital planning for a new school and seismic mitigation for another.

2020-270

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council received the correspondence from the Ministry of Education 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

13.2. Capital Region Coastal Flood Inundation Mapping Project

A letter from CRD Parks & Environmental Services regarding the Capital Regional Coastal Flood Inundation Mapping Project.

2020-271

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council received the correspondence from the Capital Regional District regarding Flood Inundation Mapping Project 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

13.3. BC Government Action on Plastics

An email from the Minister of Environment and Climate Change Strategy regarding single-use plastics.

2020-272

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council received the correspondence from the BC Government regarding plastics 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

14. COUNCIL VERBAL REPORTS

Councillor Logins reported:

- The Regional Housing Trust Fund approval of 1 million dollars to their Drennan/Charters development.

Councillor Beddows reported:

- Attendance at the SEAPARC Commission meeting in a virtual setting.
- The Official Community Plan (OCP) Advisory Committee members held a meet-and-greet to become acquainted with one another and their required work.

Councillor Lajeunesse reported:

- Attendance at the Union of British Columbia Municipalities (UBCM) virtual conference.
- The Sooks Program of the Arts (SPA) committee will be meeting on Thursday, October 1, in a virtual setting.

Councillor Bateman reported:

- The Vancouver Island Regional Library (VIRL) board announced the winning contractor for the Sooke library, and the construction schedule will be posted on their website soon.
- Attendance at the Union of British Columbia Municipalities (UBCM) virtual conference.
- The Sooke Multi Belief Initiative will be bringing forward to Council their Compassionate Action Plan soon.
- The School District 62 food garden program at the high school will be expanding this year.
- Attendance at the Orange Shirt Day ceremony at the Rose of Lima Church.

Mayor Tait reported on the following:

- Attendance at the Union of British Columbia Municipalities (UBCM) virtual conference and provided an overview of her activities as president.

15. ADJOURNMENT

2020-273

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

THAT the September 28, 2020, Regular Council meeting be adjourned at 8:54 p.m.

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

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 blue ink, appearing to read 'C. Mushata', written over a horizontal line.



MINUTES
District of Sooke
Regular Council Meeting
October 13, 2020 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 Megan McMath
Councillor Tony St-Pierre (electronic participation)

ABSENT:

Councillor Ebony Logins

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Patti Rear, Acting Corporate Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning (electronic participation)
Jeff Carter, Director of Operations (electronic participation)
Laura Hooper, Manager of Parks & Environmental Services (electronic participation)
Brian Derrick, Engineering Technologist (electronic participation)
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the meeting to order at 7:07 p.m. and apologized for the late start due to technical issues.

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

3. MINISTERIAL ORDER M192

2020-274

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chamber cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meetings.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - October 13, 2020

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

Absent: Councillor Ebony Logins

4. APPROVAL OF THE AGENDA

2020-275

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT the agenda for the October 13, 2020 Regular Meeting of Council, be adopted as amended:

- Item 12.1 Zoning Bylaw Amendment No. 791 (600-80), 2020 - 2182 Church Road moved to immediately follow Item 9.1. Public Question and Comment Period.
- Addition of Supplemental Information:
 - Item 5.1. Zoning Amendment Bylaw No. 790 (600-79), 2020 - 2084 Ludlow Road - Correspondence received
 - Item 7.1 Delegation from Harmony Project Sooke - Additional information
 - Item 11.4 and 11.5 Parks and Trails Master Plan/Transportation Master Plan - Correspondence received

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

5. PUBLIC AND STATUTORY HEARINGS

*****Public Input to Follow Each Item*****

NOTE: The Public Hearing is only for staff presentation, public input, and for members of Council to ask clarifying questions. Council debate and the reading of the bylaw occurs after the public hearing.

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

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

5.1. Zoning Amendment Bylaw No. 790 (600-79), 2020 - 2084 Ludlow Road

- Staff Presentation
- Public Input

The Director of Planning & Development provided a PowerPoint presentation and overview of the application to rezone a portion of 2084 Ludlow Road, a 1.25-acre property, from Rural Residential (RU4) to Neighborhood Rural Residential (RU5) for the purposes of creating one new lot approximately 2500 m² in size.

Public Input:

- Ms. J. Yule, neighbouring property owner, spoke against the proposed rezoning. Ms. Yule stated that she moved to the neighborhood because of the large lot sizes and the rural character of the area. Ms. Yule fears that by approving the subdivision of one lot, precedent will be set for other homes in the neighborhood to reduce their lot size and increase the number of houses.
- Mr. T. Hateley, applicant, stated that despite concerns regarding precedent setting, each individual property owner would be required to meet all other criteria in order to be rezoned. Mr. Hateley added that he has spoken with many neighbours and has received a positive response.

Mayor Tait read aloud written correspondence received:

- Mr. H. Hynes, expressed support for the proposed rezoning, stating that it will improve both the aesthetics and safety of the area.
- Mr. C and Ms. L. McCrea, area residents, expressed opposition to the proposed rezoning due to concerns about precedent-setting, increased traffic, and inadequate water supply from the one CRD Water pump station currently servicing the area.
- Ms. K. Norrie and Mr. D. Ellis, Ayum Road residents, expressed opposition to the proposed rezoning as it is not in keeping with the rural character of the neighborhood and may set precedent for further small lots.

Council discussion:

- Confirmation that a secondary suite would be permitted on the subject property without a zoning amendment, but that this option does not meet the applicants' needs.
- Applicant has stated the proposed new dwelling is for a family member. Staff clarified that their recommendation to rezone the property is based on land use compliance only and that enforcement of occupancy is not possible as a part of the rezoning process.
- Staff have followed up with CRD Water to ensure that existing Pump Station is providing adequate service and will report back to Council once confirmed.

Mayor Tait closed the Public Hearing at 7:33 p.m.

5.2. Zoning Amendment Bylaw No. 790 (600-79), 2020 - 2084 Ludlow Road

A bylaw to amend Bylaw No. 600, *Sooke Zoning Bylaw, 2013*, to rezone a portion of 2084 Ludlow Road from Rural Residential (RU4) to Neighborhood Rural Residential (RU5) for the purposes of creating one new lot approximately 2500 m2 in size.

Council discussion:

- Clarification that despite concerns regarding precedent setting, individual applications for rezoning are reviewed based on their own merit and suitability.
- Neighbourhood includes some strata lots and duplexes.
- Creation of a secondary suite or accessory unit, both of which are permitted without rezoning, would generate an equal amount of traffic.
- Creation of affordable housing is an ongoing challenge.

2020-276

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council give third reading to Bylaw No. 790, *Zoning Amendment Bylaw (600-79), 2020*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

PUBLIC INPUT SECTION

5.3. Development Variance Permit - 6603/6609 Goodmere Road

The Director of Planning & Development provided a PowerPoint presentation and overview of the application to vary *Sign Regulation Bylaw No. 480, 2011* for the purposes of permitting the permanent placement of two new directional signs.

Public Input:

- There were no written or verbal comments from members of the public.

2020-277

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council issue Development Variance Permit PLN01525 - 6603/6609 Goodmere Road to vary Sign Regulation Bylaw No. 480, 2011 for the purposes of permitting the permanent placement of two new directional signs on the subject property as follows:

- To vary Section 5.5.1(e) from 0.9 metres to 0.6 metres for the required front parcel line setback siting; To vary Section 5.5.1(e) from 2 metres to 0.47 metres for the required siting contiguous to a driveway; and
- To vary Section 6.7.1(a) from 0.3 m2 (3.2 ft2) to 0.39 m2 (4.2 ft2) for the maximum sign area for both directional signs.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - October 13, 2020

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

Absent: Councillor Ebony Logins

6. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

- September 28, 2020 Regular Council meeting

2020-278

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

THAT the minutes of the September 28, 2020 Regular Meeting of Council, be adopted as amended.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

7. DELEGATIONS

7.1. Harmony Project Sooke

- Request for Funding

Lorna Bjorklund, Chris Rivollier, and Alex Mold, representing the Harmony Project of Sooke, addressed Council and provided an overview of their request for funding of a Drive-In Movie event to take place on October 31, 2020. The Harmony Project is proposing a showing of "The Nightmare Before Christmas" with a maximum of 50 cars at SEAPARC, while fully observing COVID safety protocols.

Council discussion:

- Clarification regarding pre-sale of tickets and limited interaction with attendees. The Harmony Project is hiring an experienced drive-in movie operator who has provided a safety plan that meets all public health requirements.
- Concerns regarding financial plan for event. Anticipated revenue is less than cost to operate event. Harmony Project representative clarified that they are hoping to generate more than minimum suggested donation and will include a request for continued support, rather than only a one-time donation.
- General support for a community event during isolating times.
- District logo to be shown on screen before and after movie.
- Confirmation that adequate funds remain in Council Contingency budget.
- Clarification regarding intent of request - whether funds collected will be returned to District of Sooke or retained by the Harmony Project.

2020-279

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council provide \$2,600 from Council Contingency to fund the Harmony Project of Sooke Drive-In Movie event on October 31, 2020.

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CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-280

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council enter into a formal agreement with the Harmony Project for the Halloween Drive-In movie project, with respect to returning funds generated from ticket sales to the District of Sooke.

AMENDED.

2020-281

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT resolution 2020-280 be amended to strike through "with respect to returning funds generated from ticket sales to the District of Sooke" and add " THAT any revenue raised from the event will remain with the Harmony Project of Sooke."

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-282

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council enter into a formalized LOU with the Harmony Project for the Halloween Movie Drive-In movie event; and
THAT any revenue raised from the event will remain with the Harmony Project of Sooke.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

8.1. The Chief Administrative Officer provided a PowerPoint presentation and verbal update as follows:

- Schedule for Council review of 2021 budget begins with an October 21 Special Council meeting. Plan is to have formal public input and third reading of the Five-Year Financial Plan bylaw at the December 14th Regular Council meeting, with bylaw adoption scheduled for January 11, 2021.
- Process of creating a new John Phillips Memorial Park Development plan is underway. Public input opportunities will be communicated shortly.
- Vancouver Island Regional Library has awarded a contract for the construction of the Sooke library. Plans for hydro servicing have been drafted and the District is investigating legal tools to assist with reduction of servicing costs.

Minutes for the Regular Council Meeting of the District of Sooke - October 13, 2020

- Sooke Region Communities Health Network will be appearing at a Committee of the Whole meeting on October 19 to discuss moving forward with letter of understanding to develop a portion of Lot A.
- The Chief Administrative Officer was nominated for, and acclaimed to, a Director position with the Local Government Management Association Board of Directors.

9. PUBLIC QUESTION AND COMMENT PERIOD

*****For all items not included under Public and Statutory Hearings*****

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on Tuesday, October 13, 2020, will be read aloud and recorded for the public record.

Council heard from the following members of the public:

Mayor Tait read aloud correspondence received:

- Mr. O. Hockenhull provided feedback on the draft Transportation and Parks and Trails Master Plans, encouraging Council to prioritize increased cycling infrastructure and provide sheltered bike corrals for e-bike users. Mr. Hockenhull further suggested that street-lighting could be powered by alternative energy sources, that the District should partner with universities and develop a brand as a progressive and technological community, and that cycling infrastructure to the west of Sooke be explored further.

12. BYLAWS

12.1. Zoning Bylaw Amendment No. 791 (600-80), 2020 - 2182 Church Road

The Director of Planning & Development provided a PowerPoint presentation and overview of the application to amend the CD14 Wadams Way Comprehensive Development zone. The proposed development maintains the maximum density of 133 residential units within the CD14 zone but reduces the types of housing form and the placement of uses. Planned amenities include a dog park, a small "tot lot" playground and additional parking beyond required minimum.

Council discussion:

- Clarification regarding details of street lighting along pedestrian access path, access from Wadams Road, and build out of roundabout at Throup Road. Staff responded that many details will be included in the Development Permit, which has been simultaneously submitted. The developer is proposing a cash-in-lieu contribution for roundabout construction, which does not currently have a timeline for completion.
- Limited amount of greenspace: tot lot is for strata residents only; dog park is small, but intent is to be open for public use.
- Affordable Housing contribution of \$10,000 per unit to a maximum of \$130,000 towards the Housing Reserve Fund as per Bylaw No. 259. At 133 units, this averages less than \$10,000 per unit. Desire to see increased contribution.

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- Concerns regarding recommendations of Traffic Impact Assessment, including one access road in and out of development, average car trips per hour seem low.
- Proposed minimum lot size of 250 square meters and increases lot coverage to 60% is a dramatic change.
- Council had previously suggested that childcare should be built into new developments.

Council invited the applicant to speak:

Luke Ramsay, representing Aragon Properties, addressed Council and provided additional details regarding the proposed development.

- Proposed lot coverage allows for 15 foot by 30-foot rear yard, and 20 foot by 20-foot rear garage. Small lots will reduce the price point, allowing families to enter the housing market who may otherwise not be able to.
- Proposed units are 1400-1500 square feet for townhomes and 1600-1800 square feet for single family homes.
- Aragon Properties have completed similar developments with excellent feedback. Development proposal in front of Council is a reworking of the current CD14 guidelines in place on the subject property.

Nadine King, representing Watt and Associates, spoke to the Traffic Impact Assessment completed for the proposed development:

- Traffic assessments are based on one-hour time windows for the morning and evening peak hours. Data correlated across North America shows that at peak hours, single family homes generate one care trip per hour and townhomes generate 1/2 a car trip per hour.
- National Fire Protection Association guidelines state that for developments of 101 - 600 doors, two access points in and out are required. Pedestrian access off Wadams Way includes removable bollard that allow for emergency access, thereby meeting the two entrance/exit requirements.
- Traffic at Church Road and Highway 14 will be alleviated by proposed lane additions currently under review by District of Sooke and Ministry of Transportation and Infrastructure.

Council discussion:

- The Chief Administrative Officer sought clarification from Council as to their concerns. In summary, Council wishes to see:
 - Consideration given to including childcare within development.
 - Increased park and/or greenspace
 - Additional vehicle egress onto Wadams Way.
 - Increased affordable housing contribution.

2020-283

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

THAT Council give First reading to *Zoning Amendment Bylaw No. 791 (600-80), 2020* to amend the Wadams Way Comprehensive Development Zone (CD14) on the property located at 2182 Church Road; and

Minutes for the Regular Council Meeting of the District of Sooke - October 13, 2020

THAT Council direct staff to work with the applicant to address the concerns raised by Council regarding affordable housing contribution, entrance and egress on to Wadams Way, greenspace dedication, and childcare.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Ebony Logins

10. CONSENT AGENDA

2020-284

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Items 10.1 and 10.2 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10.1. Minutes of Official Community Plan Advisory Committee

THAT the minutes of the September 30, 2020 Official Community Plan Advisory Committee be received for information.

10.2. Correspondence received September 15 - October 6, 2020

THAT the correspondence received September 15 - October 6, 2020 be received and filed accordingly.

11. REPORTS

11.1. 2075 Drennan Street - Proposed Covenant Removal and Replacement

The Director of Planning & Development provided a PowerPoint presentation and overview of the application, requesting two existing covenants registered to the title of 2075 Drennan Street be removed. Staff has worked with BC Housing, the property owner, to draft a new covenant that carries forward the applicable development requirements, while removing redundant language and requirements that are no longer necessary due to changing conditions of the site.

Council discussion:

- Plans for intersections of Drennan Road and Highway 14, as well as Charters Road and Highway 14 to alleviate congestion and improve safety in light of increased traffic volumes. Staff clarified that they are working with the Ministry of Transportation to finalize details.

2020-285

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council schedule a Public Hearing in accordance with section 466 of the Local Government Act to consider approval of:

1. The removal of existing covenants FB340367 and CA2605705, and
2. Replace existing covenants with a new Section 219 covenant (Attachment 2) for 2075 Drennan Street, legally described as Lot 1, Sections 14 and 73, Sooke District, Plan EPP90584.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11.2. DeMamiel Creek (Little River) Pedestrian Crossing Phase 2

The Manager of Parks and Environmental Services provided an overview of the written staff report outlining an grant opportunity, that, if successful, would cover up to 90% of eligible costs for completion of Phase 2 of the Demamiel Creek (Little River) Pedestrian Crossing.

Council discussion:

- Confirmation that applying for multiple grants will not jeopardize chances of successful award.
- Media reports of newly identified cost savings for the project incorrectly reported the amount of savings, which is \$700,000.

2020-286

MOVED by Councillor Jeff Bateman, seconded by Mayor Maja Tait:
THAT staff submit an application for grant funding for the DeMamiel Creek (Little River) Pedestrian Crossing through the Investing in Canada Infrastructure Program – British Columbia - Rural and Northern Communities Infrastructure; and

THAT Council supports the project and commits to its share (\$153,846) of the project.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11.3. Climate Action Committee Workplan

The Manager of Parks & Environmental Services provided an overview of the written staff report outlining a proposed work plan for the Climate Action Committee, including staff feedback regarding the resources required to complete the 53 identified tasks. Staff are recommending that Council direct the Climate Action Committee to prioritize items for inclusion in upcoming budget discussions.

Council discussion:

- Clarification regarding usual funding stream for sidewalk construction. Staff responded that sidewalks can be funded from a variety of sources, including development cost contributions, capital planning, partnerships with the Ministry of Transportation and Infrastructure, or grant opportunities.
- Many comments about including additional bike storage at Park 'n Ride locations.
- Promotion of existing heat pump incentives listed as a \$20,000 cost. Staff clarified that this is based upon other municipalities in the region who offer additional "top up" funds.

2020-287

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council receive this report for information;

AND THAT Council direct the Climate Action Committee to review and prioritize strategic action items for consideration in the 2021-2025 Financial Plan process.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11.4. Parks and Trails Master Plan, 2020

The Manager of Parks & Environmental Services provided an overview of the Parks and Trails Master Plan, presented for Council approval. The Parks and Trails Master Plan was developed at the same time as the Transportation Master Plan, allowing for synchronization of capital investment plans, policy development plans, and community connectivity. Multiple stakeholder engagement opportunities were held for each, allowing for a great deal of public input into the proposed plans.

Council discussion:

- Indicators of successful implementation, performance measurement, and longevity of plans. Staff clarified that generally, plans are built around a 10-year horizon and that measurement tools suggested in the plan include annual reporting.
- Changes in most recent draft and final version include reduction in aspirational trail routes, as well as increase in CRD park land. Staff verified that these were due to previous data errors and that the current version contains the correct data.

2020-288

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council endorse the Parks and Trails Master Plan, 2020;

AND THAT Council direct staff to use the document for planning purposes.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

11.5. Transportation Master Plan

The Engineering Technologist provided a PowerPoint presentation and overview of the Transportation Master Plan, presented for Council approval. After 16 months of significant public input and comprehensive staff review, the plan is ready for implementation.

Council discussion:

- Short term action item is the removal of the Brailsford Place bollards. Desire to separate consideration of bollard removal from adoption of Transportation Master Plan.
- Cost estimates for bollard removal include driveway tie-in and landscaping. Funding to be considered during 2021 budget discussions.
- Connectivity is a primary theme throughout the Transportation Master Plan.
- Verification of projected traffic increases on Sooke Road reflect increased transit and cycling, as well as local connectors to reduce reliance on Sooke Road.
- Sewer expansion to Kaltasin and Whiffin Spit area reflected in long-term outlook. Review of the Liquid Waste Management Plan will consider this expansion.

2020-289

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council endorse the Transportation Master Plan, 2020;

AND THAT Council direct Staff to use the document for planning purposes.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-290

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to include the Brailsford Place Connection project, as described in the Transportation Master Plan, to 2021 Budget Considerations.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

12. NEW BUSINESS

There were no New Business items presented.

13. CORRESPONDENCE REQUIRING ACTION

13.1. CRD Notice - Board Procedures Bylaw Amendment

- Requested for discussion by Mayor Tait

Council discussion:

- For Council information.
- The Capital Regional District is seeking increased representation from Indigenous communities at the Board of Directors and on committees.

2020-291

MOVED by Councillor Megan McMath, 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 Dana Lajeunesse, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

14. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- The Official Community Plan Advisory Committee met for the first time on September 30. Concerns regarding the committee's role in the community engagement process were raised and staff will work with the committee to establish clear guidelines and expectations.
- Suggestion to distribute surveys regarding the Official Community Plan through Canada Post.

Councillor Bateman reported:

- Attended the virtual Annual General Meeting of the South Island Prosperity Project.
- The Sooke Region Multi-Belief Initiative will be hosting an All-Candidates Forum with the Sooke and Langford Chambers of Commerce on Thursday, October 15.

Mayor Tait reported:

- Mayor Tait will be moderating the All-Candidates Forum, which will also be broadcast on YouTube.

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- Participated in regional Mayors' meeting to discuss priority election issues and co-author a letter to all regional candidates.
- Developed a video presentation for BC Assessment.
- Media coverage of local homeless shelter increased last week. Important to clarify facts rather than social media opinions.
- Opening of the Stickleback Trail on October 15.
- Federation of Canadian Municipalities Annual General Meeting on October 15.
- Capital Regional Board meeting on October 14.

15. ADJOURNMENT

2020-292

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

THAT the October 13, 2020 Regular Council meeting be adjourned at 10:43 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins



Maja Tait
Mayor

Certified Correct:



Patti Rear
Acting Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
Budget Deliberations Meeting
October 21, 2020 1:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Megan McMath
Councillor Tony St-Pierre
Councillor Al Beddows
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Corporate Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning & Development
(electronic participation)
Jeff Carter, Director of Operations
(electronic participation)
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins

1. CALL TO ORDER

Mayor Tait called the meeting to order at 1:00 p.m.

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'So-uke Nation upon whose territory Council is meeting.

3. MINISTERIAL ORDER M192

2020-293

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meetings

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 of the District of Sooke - October 21, 2020**

4. APPROVAL OF THE AGENDA

2020-294

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT the agenda for the October 21, 2020, Special Meeting of Council, be adopted as circulated.

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

5. PUBLIC QUESTION AND COMMENT PERIOD

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

6. PRESENTATIONS & REPORTS

6.1. 2021 Budget Overview

The Director of Finance provided an overview of the proposed schedule which will ensure the 2021-2025 Five Year Financial Plan is adopted by early 2021. She advised that staying on track through the process will ensure projects start on time and are on budget. It was noted that 2020 has been a difficult year but has afforded the opportunity for the District to find efficiencies, maximize operation capacity and thoroughly evaluated the coming years in a fiscally responsible manner.

2020-295

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council accepts the 2021 Budget schedule.

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

6.2. Citizen Budget and Survey Mailout - Results

The Director of Finance provided an overview of the written staff report, highlighting the results from the web-based citizen survey, comments received from the online tool, and the mail-out questionnaire. The overall results showed that the District needs to enhance communication on the services provided and that overall, the interactions with the public have provided beneficial insight into budget planning.

These surveys allowed for the collection of information from the public on various platforms and Council should consider the results when assessing service level changes to the upcoming budget.

Minutes for the Special Council Meeting - Budget Deliberations
Meeting of the District of Sooke - October 21, 2020

Council discussion:

- An appreciation that residents were provided with an enhanced opportunity to weigh in and have their say on the service levels as they are related to budget planning.
- Satisfied with the engagement variety provided and agreeance that communication of services is required.
- Appreciation of the analytics as they have established a baseline for future years engagement.
- Disappointment that the online survey garnered such a small portion of the community population.

2020-296

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council receives the Citizen Budget and Survey Mailout Report for information.

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

6.3. 2021 Budget Department Requests

The Director of Finance provided an overview of the written staff report which highlighted the 2021 department requests and their financial impacts. Along with a proposal of three (3) new positions, funded by non-market change, for inclusion which would assist in achieving Council's Strategic Plan goals. With Council's approval, staff will cost out the department requests and include in the first draft of the 2021 budget for Council's consideration.

Council discussion:

- Desire to evaluate the financial impact of the implementation of a waste management program.
- Concerns with the validity of including all suggested new positions, requesting further details on the return to the District.
 - Staff advised that the Land Technician role will close a gap in the operations and planning department, facilitated additional fieldwork, support asset management, and enhance consistency on several levels.
- Assurances that community development is maintained and enhanced where able.
- That the District is mindful of the impact the pandemic is having and the repercussions it will have on its residents when considering the budget and the increase in taxes required to facilitate projects and services.
- Importance of continuing to prepare for grant opportunities and understanding that there are costs associated prior to being able to apply.

**Minutes for the Special Council Meeting - Budget Deliberations
Meeting of the District of Sooke - October 21, 2020**

2020-297

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council receive this report for information and consideration when determining 2021 Service Level changes.

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

6.4. 2020 Service Level Review

The Director of Finance provided an overview of the written staff report, identifying that the Service Level Review is a pre-budget assessment that provides a baseline of services currently being provided, a tool for Council to assess whether existing services should be increased, decreased, discontinued or remain the same.

Council discussion:

- There were concerns regarding comparisons associated with the pandemic and the 2020 work plans. Several changes occurred, which impacted departments; fewer events were hosted, there was increased communication conducted and an increase in class for service. At the end of the year services provided were equal to projections but redistributed in a redistributed manner.
- A reminder that the coming year will have its own challenges and the District will need to be nimble and prepared to be flexible in its planning.
- It is in the best interest of the community to have funding allocated in the budget in case restrictions are lifted or changes occur. Not including projects and increased services would be poor planning on the municipality. Adjustments can be made if required.

2020-298

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council receives the Service Level Review report for information; and

THAT Council directs the CAO to have the requested service level changes and the associated costs included in the first draft of the 2021-2025 Five-Year Financial plan, and that the financial impacts of these changes be reported back to Council.

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

6.5. Council Directive for 2021 Budget

Final review of budget and directive for the first draft of the 2021-2025 Five-Year Financial Plan.

**Minutes for the Special Council Meeting - Budget Deliberations
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Council discussion:

- Desire to have financial impacts associated with department requests, prior to evaluating the validity of each item.
- There is minimal discretionary spending, there are financial pressures required to maintain the current level of service.
- Importance of providing enhanced information and outreach to educate residents on project costing and status updates.

2020-299

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

THAT Council completes the evaluation form with a status quo, increase or decrease indication based on the departmental request.

WITHDRAWN

2020-300

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

THAT Council direct staff to include departmental requests for consideration in the first draft of the 2021 budget.

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

7. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2020-301

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

THAT this meeting be closed to the public under section 90(1)(e) of the *Community Charter* as it pertains to the acquisition, disposition or expropriation of land or improvements.

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

8. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the meeting to order at 4:18 p.m.

**Minutes for the Special Council Meeting - Budget Deliberations
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9. ADJOURNMENT

2020-302

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the October 21, 2020, Special Council meeting be adjourned at 4:19 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

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
October 26, 2020 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 Tony St-Pierre

ABSENT:

Councillor Megan McMath

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Kenn Mount, Director of Community Safety (electronic participation)
Matthew Pawlow, Director of Planning (electronic participation)
Jeff Carter, Director of Operations (electronic participation)
Laura Hooper, Manager of Parks & Environmental Services (electronic participation)
Sarah Temple, Corporate Services Assistant

PUBLIC PARTICIPATION OPPORTUNITIES

1. Submit written comments to Council

Should you have any concerns or comments you wish to convey to Council regarding an item on the agenda, please submit in writing by fax to 250-642-0541, email corp@sooke.ca or in person to the Corporate Officer at the District Municipal Offices no later than **Monday, October 26, 2020 at 12:00 pm.**

2. Register to speak live

You can register to speak live via phone regarding an item on the agenda. Once registered, you will be provided with a phone number and instructions to call to join the live meeting. To register to speak live and to receive further instructions, email corp@sooke.ca or phone 250-642-1634. The deadline to register to speak live is **Monday, October 26, 2020 at 12:00 pm.**

3. Register to participate electronically

If you have a webcam and microphone, you can register to participate via a Microsoft Teams Meeting with a valid email address. Once registered, an invitation to participate will be sent to your email. To register to participate electronically, email corp@sooke.ca or phone 250-642-1634. The deadline to register to speak live is **Monday, October 26, 2020 at 12:00 pm.**

NOTE: Only registered participants will be admitted to the electronic meeting.

Visit <https://sooke.ca/teamslive>

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

MINISTERIAL ORDER M192

2020-303

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Al Beddows:
THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chamber cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meetings.

CARRIED UNANIMOUSLY

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

3. APPROVAL OF THE AGENDA

2020-304

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the agenda for the October 26, 2020 Regular Meeting of Council, be adopted as amended:

- Addition of New Business as Item 4.2:
 - Permissive Tax Exemption Bylaw No. 792, 2020
 - Public Input
 - Consideration of Adoption

CARRIED UNANIMOUSLY

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

4.1. ADOPTION OF MINUTES

2020-305

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

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

THAT the minutes of the October 13, 2020 Regular Meeting of Council, be adopted as amended.

THAT the minutes of the October 19, 2020 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 Tony St-Pierre

Absent: Councillor Megan McMath

4.2. PUBLIC AND STATUTORY HEARINGS

4.2. Permissive Tax Exemption Bylaw No. 792, 2020

The Director of Finance provided a brief overview of the Permissive Tax Exemption Bylaw, presented for Council consideration. Notice of the proposed bylaw adoption was advertised in accordance with statutory requirements.

Public input:

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

2020-306

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as *Permissive Tax Exemption Bylaw No. 792, 2020*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

5. DELEGATIONS

5.1. QUARTERLY REPORT - RCMP OFFICER IN CHARGE

- Staff Sergeant Brett Sinden

Staff Sergeant Brett Sinden provided Council with an overview of detachment operations as follows:

- New Operations Commander Kevin Shaw has joined the detachment from Sidney.
- Currently 2 Constable positions are vacant, as well as an administrative support position.
- Monthly Mayor's report outlining calls for service shows the majority of benchmark calls are trending higher, while overall call volume is lower. However, call levels have been increasing dramatically in the past month.
- Annual Performance Plan goals include reducing impaired driving operations by partnering with ICBC, however detachment members are still removing approximately 15 impaired drivers from the road each month.

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

- Goal to reduce property crime by 5% looks as though it will be achieved, likely due in part to active outreach and curfew monitoring.
- Efforts to ensure employee wellness and maintain a healthy workplace continue.
- Request will come to Council for a new member in 2022. Growth projections for the Sooke region indicate that maintaining the current 1:1000 ratio of officers to residents will require a new hire every two years.

Council discussion:

- Additional details regarding impact of COVID on RCMP calls for service.
- Recent meeting with Minister of Public Safety included a follow up request for inclusion in Vancouver Island Integrated Major Crime Unit (VIIMCU). Hoping for more information as the legislature moves back in session.
- Homeless shelter has brought together a population of people who were previously spread out demographically. Limited trend analysis available regarding impact on crime levels.

2020-307

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

THAT Council receive the October 26, 2020 RCMP Quarterly Report for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

6. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with a verbal update on the following:

- Holiday Drive Thru - The Sooke Lions' Club is proposing a "reverse Santa parade". Floats and displays will remain stationary at the Edward Milne Community School, and families can drive by in their cars. The District of Sooke has historically funded the Lions' led Santa Parade.
- New public health order from Dr. Bonnie Henry today limits family gatherings. While stopping short of an order, messaging is that face masks are to be considered mandatory in public spaces and that businesses are encouraged to review their COVID safety plans. The District will review its policy and advise of any necessary updates. Hallway signage and mirrors are being installed in high-traffic areas to support physical distancing.

Council discussion:

- Supportive of Lions' reverse Santa parade event. Allows for community celebration in a safe and healthy way.
- Staff to organize Council participation in the reverse parade and investigate possibility of reusable face masks with District of Sooke logo.

7. PUBLIC QUESTION AND COMMENT PERIOD

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on Monday, October 26, 2020, will be read aloud and recorded for the public record.

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

8. CONSENT AGENDA

2020-308

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT agenda item 8.2 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

8.1. Committee of the Whole - October 19, 2020 Resolutions

Council discussion:

- Land Use and Development Committee membership does not include specific representation from affordable housing industry.
- Affordable housing may fit into mandate of Community Economic Development Committee from a service provision perspective. Staff will ensure there is no duplication of efforts between committees.
- Council to review applications for both committees to ensure diverse representation.

2020-309

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

THAT Item 8.1. be adopted as presented, except that the draft Terms of Reference for a Land Use and Development Committee be amended to include one member at large and one member from the Affordable Housing Community.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-310

Proposed Elder Complex for Lot A - SRCHN

THAT Council direct staff to bring forward a report on the siting of the building and zoning requirements no later than November 10, 2020.

CARRIED.

2020-311

THAT the draft Terms of Reference for a Community Economic Development Committee be approved.

CARRIED.

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

2020-312

THAT Council receive the report on outstanding resolutions for information.

CARRIED.

8.2. Correspondence received October 6 - 20, 2020

- THAT the correspondence received October 6 - October 20, 2020 be received for information.

9. REPORTS

9.1. CAC Committee Recommendations

The Manager of Parks and Environmental Services provided an overview of the written staff report. The Climate Action Committee is recommending that prioritization of items included in their workplan be left to staff and Council discretion, subject to available funding and other resource allocation.

Council discussion:

- Possibility of including Climate Action as an additional mandate of the new Community Economic Development Coordinator.
- Climate first vs. green lens as basis for municipal decision making. Further definition required on the extent of each framework.
- Concerns re: affordability of Climate Action Committee workplan items.
- Tiny homes were evaluated as a part of the Housing Needs Assessment, which contains very detailed analysis of options from an affordability perspective. Proposed changes to Sooke's Building Bylaw will also address changes to energy efficiency of homes.
- Many items in the Climate Action Committee workplan are included in detailed staff workplans and other Council-endorsed priorities. The committee's workplan has brought them all together and added several new ideas.
- Issues outside of the jurisdiction of a local government cannot be formalized into bylaws.

2020-313

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council sever the recommended resolutions and consider each individually.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-314

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

THAT Council recommend the inclusion of the following global goals in the action items of the CAC Workplan and to request a staff report on implementation on the following two items:

- Ensure a "climate first" approach in all municipal decision-making and planning processes, including the Official Community Plan, and the inclusion of climate expertise on consulting teams.

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

- Develop a comprehensive Sooke Climate Action Plan which will include mitigation and adaptation strategies.

AMENDED

Amendment to Main motion:

2020-315

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council amend resolution 2020-314 by striking the first bullet point and replacing it with:

- Provide a definition of "green lens/climate first" for use in all municipal decision making and planning processes.

CARRIED UNANIMOUSLY

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

Main motion as amended:

2020-316

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council recommend the inclusion of the following global goals in the action items of the CAC Workplan and to request a staff report on implementation on the following two items:

- Provide a definition of "green lens/climate first" for use in all municipal decision making and planning processes.
- Develop a comprehensive Sooke Climate Action Plan which will include mitigation and adaptation strategies.

CARRIED UNANIMOUSLY

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

2020-317

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to bring back a revised Terms of Reference for the Community Economic Development Committee to include climate action elements to support the CAC Workplan Action items.

CARRIED UNANIMOUSLY

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

2020-318

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council endorse staff's recommendations provided in the CAC Workplan for inclusions in the 2021-2025 Five-year Financial Plan process.

CARRIED UNANIMOUSLY

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

2020-319

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre: THAT Council direct the Land Use & Development Committee to investigate options for tiny homes in Sooke.

WITHDRAWN

9.2. Community Economic Recovery Infrastructure Program

The Director of Operations provided an overview of the written staff report, seeking Council support for a grant application to the provincial Community Economic Recovery Infrastructure Program. Since writing the report, staff have sought additional clarification and guidance on the application and are recommending the request for funding be specifically tailored to two projects, as opposed to broad "waterfront improvements." Repair of the Sooke Bluffs staircase, plus additional parking and wayfinding signage has been identified as the top priority, followed by improvements to recently acquired property at the Sooke potholes.

Council discussion:

- Additional details regarding parking design requested. Parking is envisioned on Deerlepe with final details to be confirmed.

2020-320

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT staff submit an application for grant funding for the Waterfront Project through the Community Economic Recovery Infrastructure Program.

CARRIED UNANIMOUSLY

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

9.3. Demolition of 2076 Otter Point Road

The Director of Operations provided an overview of the written staff report. All remedial actions have been completed on site as have additional hazmat studies. Adjacent property owners have been engaged, utilities have been disconnected, and wildlife mitigation strategies put in place. A request for proposals was advertised for 5 weeks and 2 proponents have bid on the project. One bid was subsequently deemed incomplete.

Council discussion:

- Advance communication regarding demolition dates requested.

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

- Clarification regarding salvaging of materials and disposal procedures. Staff clarified that the proponent takes possession of all materials and must dispose of them according to all applicable legislation.
- Clarification regarding cost recovery process. Staff responded that the property owner will be invoiced and can pay directly for a period of 60 days. If the invoice remains unpaid, the balance will be transferred to property tax collection and will cycle through to tax sale if necessary.
- Purchasing policy gives preference to local contractors, but both proponents are from the lower mainland. Staff provided additional background information, stating that approximately 10 businesses attended the site meeting including several from Sooke, but that ultimately the scope of work was outside the capacity of most local contractors.
- Existing eligible contractors list is out of date. Once an updated Purchasing Policy is adopted, an eligible contractors list can be re-created.

2020-321

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

THAT Council award the tender to T&T Demolition for the demolition of 2076 Otter Point Road in accordance with the September 9, 2019 Remedial Action Order in the amount of \$221,275+GST plus an additional amount up to \$15,000 for site grading, drainage, and contingency.

CARRIED UNANIMOUSLY

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

10. BYLAWS

10.1. Zoning Amendment Bylaw No. 790 (600-79), 2020 - 2084 Ludlow Road

2020-322

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

THAT Council adopt the bylaw cited as *Zoning Amendment Bylaw No. 790 (600-79)*, 2020.

CARRIED UNANIMOUSLY

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

11. NEW BUSINESS

11.1. Notice of Motion from Councillor Ebony Logins:

- For discussion at November 9, 2020 Regular Council meeting

THAT regular, special, and in-camera council meetings be scheduled with the intent of all council attending.

12. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported:

- Attended Sooke Region Historical Society meeting. The historical society is submitting a provincial grant application to upgrade the kitchen and increase programmable space, and the budget process continues to move forward.
- Attended the CRD Climate Intermunicipal Task Force meeting. Updates were shared on programs available to residents to encourage use of heat pumps and to complete energy efficient home renovations. Capital region coastal flooding maps are available, an electric vehicle charging infrastructure map is forthcoming, a resiliency summit is being planned, and a report on solid waste management is expected shortly.
- Attended a meeting of the Climate Caucus.
- Good Food Summit is being planned with a focus on examining regional food policy.
- Thank you to the District of Sooke Climate Action Committee whose passion and skill have moved the workplan forward.

Councillor Beddows reported:

- The Official Community Plan Committee met for the second time on October 22 to further clarify roles and project phases.
- Attending the upcoming Harmony Project Drive-in movie night.

Councillor Bateman reported:

- Initial ground-breaking for the new Vancouver Island Regional Library has taken place. Construction will ideally be complete in Spring 2022.
- Attended the virtual FCM Sustainable Communities Conference.
- BC Urban Mayor's Caucus moving forward with recommendations from UBCM Strong Fiscal Futures. Advocacy work underway to direct a portion of sales tax to local government.
- Attended meetings for the Victoria Family Court and Youth Justice Committee, the Sooke Homeless Coalition, and the draft Building Bylaw.

Councillor Lajeunesse reported:

- The Sooke Program of the Arts (SPA) Committee met at Whiffin Spit on October 22 to view proposed locations for a memorial wall and/or sculpture. Further discussion will take place at the November 5 SPA Committee meeting.

Councillor Logins reported:

- Attended the October 6 Juan de Fuca Water Commission meeting, where a recommendation was passed to finalize a transfer of land that will facilitate increased capacity at a new Sunriver reservoir.

Minutes for the Regular Council Meeting of the District of Sooke - October 26, 2020

Mayor Tait reported:

- Regional Mayors are meeting bi-weekly and have received media coverage for recent advocacy asks during the provincial election.
- Safe Halloween video being developed with the Communications Coordinator.
- Attended meetings of the Sooke Homeless Coalition, who are formalizing a Terms of Reference and governance structure. Mayor Tait and Sooke Shelter Society are proposed as co-Chairs.
- The Primary Health Care Services Working Group has identified redundancies with an Island Health led committee focused on primary health care in Sooke. The two groups have similar membership and will be looking to merge.
- Speaking at upcoming Climate Caucus webinar.
- Submitted a video shot at various locations around Sooke to the BC Assessment Annual Convention.
- Facilitated the delivery of a gift to Dr. Bonnie Henry on behalf of a local jeweler who designed a necklace from Dr. Henry's "fans in Sooke."
- Will connect with Sooke's newly elected MLA to update on outstanding advocacy work and local priorities.

13. ADJOURNMENT

2020-323

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT the October 26, 2020 Regular Council meeting be adjourned at 9:47 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
November 9, 2020 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait (electronic participation)
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Ebony Logins (electronic participation)
Councillor Tony St-Pierre (electronic participation)

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Kenn Mount, Director of Community Safety
(electronic participation)
Matthew Pawlow, Director of Planning & Development
(electronic participation)
Jeff Carter, Director of Operations
(electronic participation)
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Megan McMath

1. CALL TO ORDER

Mayor Tait called the meeting to order at 7:07 p.m., advising that she would be participating remotely and that with the absence of the Deputy Mayor, Council would need to resolve for a member of Council in Chambers to Chair the meeting.

2020-324

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:
THAT Council appoints Councillor Al Beddows to chair the meeting.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2. FIRST NATION RECOGNITION

Deputy Mayor Beddows acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

3. MINISTERIAL ORDER M192

2020-325

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meeting.

CARRIED UNANIMOUSLY

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

4. APPROVAL OF THE AGENDA

2020-326

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman: THAT the agenda for November 9, 2020, Regular Meeting of Council, be adopted as amended.

- Addition of Supplemental Information for Item No. 5.1., *Development Permit with Variance - 2170 Charters Road.*
- Addition of public submissions for the Public Question and Comment period.
- Addition of on-table Supplemental Information for Item No. 5.1., *Development Permit with Variance - 2170 Charter Road.*

CARRIED UNANIMOUSLY

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

5. PUBLIC AND STATUTORY HEARINGS

5.1. Development Permit with Variance PLN01474 - 2170 Charters Road

The Director of Planning & Development provided an overview of the written staff report, for a Development Permit application for a new 75-unit multi-family affordable housing development by BC Housing located at 2170 Charter Road. The application also included a variance request to reduce the required number of parking stalls from 1.5 to 1 per dwelling unit.

Public Input:

The following written correspondences from supplemental agenda and on-table submission were received and read aloud:

- Ms. C. Vanalstyne and Mr. P. Carr objected to the approval of the application due to the downsizing of the amount of parking and the narrow steep roadway along which the development is proposed to be situated.
- Mr. D. Haldane, a representative for the Sooke Community Association, opposed the application due to the proposed parking variance and concerns with a lack of parking overflowing to the limited parking area located at the Art Morris ball field.
- Mr. and Mrs. Begallie were in opposition to the parking variance and concerns with alternative parking overflowing onto neighbouring streets and parks.
- Correspondence from Mr. R. Clarkson, on behalf of Mr. Monnington, was attached to the agenda, expressed objection to the parking variance.

Council discussion:

- There was a desire to increase parking spaces, to ensure there will not be overflow on the shoulder of Charters Road or on side streets.
- Suggested that BC Housing include parking regulations in the tenancy agreement, if possible, to enforce the 1 car per unit capacity.
- Two (2) visitor parking spaces are not sufficient for the number of proposed units, most of Council would like to see this increased.
- Support for intersection upgrade and increased sidewalks, but additional upgrades to Charters Road itself should also be considered.

Alex McCumber, the consultant for BC Housing, advised Council of the process undertaken to develop and plan the Charters Road housing project. A comprehensive parking study was completed, which assessed the affordable housing component in conjunction with the parking, with the results displaying 1 stall per unit is sufficient.

Councillor St-Pierre joined the meeting at 7:40 p.m.

Marcio Teixeira da Silva, BC Housing representative, advised that the parking study includes the assessment of shelter rate units, which will be provided to low-income residents who usually do not have access to a vehicle, and therefore would not require a parking stall.

- Assurances that the community vision will be considered with regard to parking specifications and aesthetics of the building.
- Appreciation for the enhanced details at this early stage of development.

2020-327

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council issue Development Permit PLN01474 for 2170 Charters Road for the purpose of developing a 75 multi-family unit affordable housing complex.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-328

MOVED by Councillor Tony St-Pierre, seconded by Mayor Maja Tait:

THAT Council approve a variance to Section 4.8 Parking Requirements of Zoning Bylaw No. 600, 2013 to reduce the required parking stall ratio from 1.5 parking spaces per dwelling unit to 1 parking space per dwelling unit.

DEFEATED.

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

Opposed: Councillor Dana Lajeunesse, Councillor Jeff Bateman, and Councillor Al Beddows

Absent: Councillor Megan McMath

2020-329

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council direct staff to work with the applicant to determine an agreeable parking stall ratio for 2170 Charters Road development.

CARRIED UNANIMOUSLY

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

6. ADOPTION OF MINUTES

6.1. Amend minutes previously adopted - September 14, 2020

2020-330

MOVED by Councillor Tony St-Pierre, seconded by Mayor Maja Tait:
THAT Council amend the previously adopted minutes of September 14, 2020 to remove resolution 2020-232.

CARRIED UNANIMOUSLY

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

7. DELEGATIONS

7.1. West Wind Harbour Co-Housing - Strata Plan

Odete Pinho, a representative for the West Wind Co-Housing, provided an overview of the development, specifically the intent of converting a former residence into a shared community amenity space onsite. The reason for the presentation included a request for the signatory approval of Strata Property Act Form T, a requirement from the Land Titles Office to permit registration of the strata plan for this cohousing development.

Council discussion:

- Confirmation that the amenity building will be available for use, by external community groups or organizations, as long as a member of West Wind co-housing is present at the gathering.
- Desire to ensure that residents of this project do not experience any hardship, as they have been following all required procedures to date and this particular situation will have minimal impact on the surrounding area, as it is onsite.

Staff advised that the Land Titles Office indicates that the approving authority requires an application of this nature be received, and approved, by the municipality through the subdivision review process. There is an alternative available, where authorization can be granted by Council for the Mayor to sign off on the form, however, there are concerns that there are no guarantees in place at this point that the District's policies and bylaws have been met. Allowing this process to move forward outside of the prescribed process is not supported by staff as a method for approval.

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- Concerns that issues may arise after the form has been signed off, there need to be assurances in place that the District is protected for any issues resulting from this approval.
- The delegation provided the request to assist them in acquiring expedited registration of their strata with the land titles office.
- There was hesitation regarding the tight timeline associated with the request.
- Assurances need to be in place to ensure that the subdivision is reviewed, and all necessary code compliance requirements have been completed.
- Councillor Beddows was opposed due to a lack of guarantees being included in the resolution.

The Chief Administrative Officer will ensure that all code compliance documents have been received prior to the Strata Property Act Form T being signed off by the Mayor.

2020-331

MOVED by Councillor Jeff Bateman, seconded by Mayor Maja Tait:

THAT Council grant approval for Strata Property Act Form T which will permit the strata plan on the property located at 6609 Goodmere Road to be registered at Land Titles Office.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Megan McMath

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with a verbal update on the following:

- Recognition of Cpt. Cam Norris-Jones in his success for receiving a JIBC grant for Emergency Management Training.
- Recent site visit at the Sooke Salmon Enhancement Society, to view new processes the organization is undertaking to treat the water used at the facility for redelivery into the river.

9. PUBLIC QUESTION AND COMMENT PERIOD

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on Tuesday, October 13, 2020, were read aloud and recorded for the public record.

The following correspondences were received and read aloud:

- Sooke Region Communities Health Network provided a letter and map for Item No. 11.3. *Lot A - Rezoning Rationale and Siting*, supporting the location of the Elders Complex building on the southern portion of the northeast quadrant of Lot A.
- J. Phillips, provided correspondence in opposition of Item No. 12.1., *Zoning Amendment Bylaw No. 791 (600-80), 2020 -2182 Church Road*, citing the lack of public consideration for the development and limited affordable housing contribution.

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- E.B. Klassen, provided correspondence in opposition of Item No. 12.1., *Zoning Amendment Bylaw No. 791 (600-80), 2020 -2182 Church Road*, in relation to the environmental impact the development will have on the surrounding riparian area.

The following member of the public registered to address Council:

- Ms. P. Johanson, spoke to Item No. 12.1., *Zoning Amendment Bylaw No. 791 (600-80), 2020 -2182 Church Road*, in opposition due to the lack of protection for wildlife current residing in and around the area.

10. CONSENT AGENDA

2020-332

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT agenda items 10.1 and 10.2 be adopted by general consent.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

10.1. Official Community Plan Advisory Committee

- THAT the October 22, 2020, Official Community Plan Advisory Committee minutes be received for information.

CARRIED

10.2. Correspondence from October 21 - November 3, 2020

- THAT the correspondence from October 21-November 3, 2020, be received and filed accordingly for the record.

CARRIED

11. REPORTS

11.1. Amended Terms of Reference - Land Use and Development Committee

Amendment of the Land Use and Development committee terms of reference to reduce the number of members at large to one (1) and add a representative from the affordable housing community.

2020-333

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council adopt the Land Use and Development Committee Terms of Reference, as amended.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

11.2. Amended Terms of Reference - Community Economic Development Committee

The Chief Administrative Officer provided an overview of the written staff report, which included the addition of climate action elements and a change in members to include a representative from the environmental community. It was identified that the current term of Climate Action Committee membership expires December 1, 2020, and it was requested that Council provide direction on this committee as there may be overlap in goals between the two committees.

Council discussion:

- There would be several priorities remaining that are not covered by the Economic Development Committee, and the preference would be to re-examine Climate Action Committee terms of references to ensure no key area or goal is lost.
- Preference is to renew the Climate Action Committee for another year to allow for quality assessment and feedback without the pressure for the expired term.
- Suggest that the terms of reference for the Climate Action Committee be reevaluated, along side the adopted Economic Development Committee terms, to ensure efforts are not being duplicated and that goals are still valid and in line with the committee's mandate.

2020-334

MOVED by Mayor Maja Tait, seconded by Councillor Dana Lajeunesse:

THAT Council approve the Terms of Reference for the Community Economic Development Committee, as amended.

CARRIED UNANIMOUSLY

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

2020-335

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

THAT Council extend the Climate Acton Committee term for one year.

CARRIED UNANIMOUSLY

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

11.3. Lot A - Rezoning Rationale and Siting

The Director of Planning & Development provided an overview of the written staff report, providing the recommendation for the Sooke Region Communities Health Network (SRCHN) building to be sited directly adjacent to Wadams Way. The rationale included an allowance for flexibility of future development, the importance of the Lot A Charette and consideration of current ease of accessibility along the frontage of Wadams Way sidewalk.

Council discussion:

- Agreeance that situating the proposed building at the front portion of the property makes the most sense for utilizing the property to its fullest potential.
- Assurance that all components requested by SRCHN can be included on the site, regardless of the location. There may need to be design modification, but the final approval has not been conducted and there is still time for the applicants to reassess the design.
- The future layout of the property needs to be taken into consideration, the proposed building will only be on a portion of the property and should not be situated in the middle portion. The building can be designed to suit the site and location.
- There needs to be a youth component included in the final design.

Mary Dunn, chair for the SRCHN Board of Directors, advised that should Council desire the building to be located at the front of the property a full redesign will be required. The senior center will be located on the lower floor resulting in loss of underground parking and an additional floor will need to be added to maintain the number of apartments required for BC Housing grant funding.

- Frustration with the process that has led to this project being delayed, the design should have been off the front of the property from the beginning.
- Desire to see the applicant be successful in this project.
- Adhering to design guidelines for the District and having the building along the street front is more aesthetically pleasing for the community.

Mary Dunn advised that the front end of the project has been ear-marked with heavy expenses, in advance of completing the BC Housing application, which once received will allow for increased access to external funding. Ms. Dunn also advised that a youth survey and feasibility study were underway prior to the pandemic and will resume when reasonably possible. This will assess the need and types of shared space required for youth in our community.

2020-336

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:

THAT Council receive for information, an update related to the rezoning consideration for the easterly half of Lot A to facilitate expanded uses for the site that includes those recommended by the Lot A Charrette and Plan (2019).

CARRIED UNANIMOUSLY

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

2020-337

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council request the applicant site the proposed Sooke Region Communities Health Network (SRCHN) development adjacent to Wadams Way located within the northeast quadrant of Lot A.

CARRIED.

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Tony St-Pierre

Opposed: Mayor Maja Tait

Absent: Councillor Megan McMath

2020-338

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council authorize a second withdrawal from the Seniors/Youth Centre Reserve Fund in the amount of \$50,000 to Sooke Region Communities Health Network.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

11.4. Special Service Hybrid AWD SUV Procurement

The Director of Community Safety provided an overview of the written staff report, requesting approval to purchase a 2021 Ford Utility All Wheel Drive SUV for the replacement of Car 1.

Council discussion:

- Appreciation for energy-conscious vehicle choice as it will result in significant fuel savings.
- Concerns with the reallocation of Car 1, as there were safety concerns noted.
 - Staff advised that the safety concerns are related strictly to the vehicle not meeting the emergency vehicle standards and that it would be safe as a standard use vehicle.

2020-339

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council approve Suburban Motors as the successful proponent under the Request for Proposals (RFP) for the purchase of a Special Service Hybrid AWD SUV, in the amount of \$60,709.60.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

12. BYLAWS

12.1. Zoning Amendment Bylaw No. 791 (600-80), 200 - 2182 Church Road

The Director of Planning & Development provided an overview of the written staff report, which included information to address concerns and comments from a past meeting regarding the zoning amendment at 2182 Church Road. Specifically, the affordable housing contribution, public park dedication, emergency access, childcare provision, options for commercial use, lot size and parking requirements.

Council discussion:

- Clarification was provided on the park dedication; it will be opposed to where the proposed round-about will be located and is identified as a public dog park.
- Appreciation for connectivity with the pedestrian trail connecting the development to Wadams, with an access trail available for public use.
- Concerns with the tight parking.
 - Luke Ramsay, the developer, advised that each unit has been provided with two (2) exterior parking stalls in the driveway, knowing most homeowners will not park in their garage.
- The installation of Electric Vehicle chargers in every unit meets the District's climate goals and the developer is the first in BC to implement this requirement.
- There were inquiries as to the assessment of wildlife corridors and the planning that would be in place to manage animals in the area and the rehabilitation of the property.
 - Mr. Ramsay advised that the development had hired a professional to assess the current state of the riparian area, provide ongoing onsite reviews and offer direction on the rehabilitation of the area. The design includes an assessment of projects' impact on the surrounding area, and wildlife, which will ensure the impact is as limited as possible and that the areas are restored once construction is completed for the reintroduction of wildlife.
- Lack of opportunity to encourage food security with the proposed housing development on small lots.
- Councillor Logins was opposed due to the heavy impact on the community and the lack of public consultation required for the size of the project.

2020-340

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:

THAT Council receive this report as supplemental information to RPT-2020-0124 Zoning Bylaw Amendment - 2182 Church Road that was heard by Council on October 13, 2020;

THAT Council give Second Reading to *Zoning Amendment Bylaw No. 791 (600-80), 2020*, to amend the Wadams Way Comprehensive Development Zone (CD14);

THAT Council authorize staff to schedule a Public Hearing for *Zoning Amendment Bylaw No. 791 (600-80), 2020*, in accordance with Section 466 of the *Local Government Act*;

THAT Council accept approximately 1025 m2 of parkland dedication, and accept cash-in-lieu for the remainder of the required 5% parkland dedication requirement as per section 510 of the *Local Government Act*; and

THAT prior to final adoption of *Zoning Amendment Bylaw No. 791*, the owner enters into Section 219 covenants to address parkland dedication and construction, road dedication and construction, secure public use of strata greenspace, frontage improvements, servicing requirements, a pedestrian-activated signalized crosswalk, statutory rights-of-way, park maintenance and other necessary works and services.

CARRIED.

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

Opposed: Councillor Ebony Logins

Absent: Councillor Megan McMath

12.2. Blasting Regulation Amendment Bylaw No. 798 (72-3), 2020

The Deputy Corporate Officer presented the written staff report, identifying the reason for the amendment was a conflict with noise control and blasting regulations. To provide absolute clarity to permit applicants and the public, the schedules will be removed from the Blasting Regulation Bylaw and added to the website as forms.

Council discussion:

- A reminder that blasting is permitted from Monday to Saturday between the hours of 7:00 a.m. - 5:00 p.m., as per the Noise Bylaw. Any complaints regarding blasting outside these times should be provided to the District.

2020-341

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT Council give First, Second and Third Reading to the bylaw cited as Blasting Regulation Amendment Bylaw No. 798 (72-3), 2020.

CARRIED.

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

Opposed: Councillor Ebony Logins

Absent: Councillor Megan McMath

Deputy Mayor Beddows requested a moment of silence in recognition of Remembrance Day.

Members of Council and staff observed one (1) minute of silence.

12.3. Draft 2021-2025 Five Year Financial Plan

The Director of Finance provided an overview of the written staff report, identifying the cost impacts associated with the 2021 budget process, specifically the cost drivers, associated risks, opportunities, revenue, and expense sources. There were several specific areas of focus in the creation of the first draft of the 2021-2025 Five-Year Financial Plan all of which were previously presented to Council for consideration:

- Creation of three (3) new positions for 2021:
 - Community Economic Development Officer.
 - Land Development Tech 1; and
 - Additional Parks Laborer, auxiliary pool increase.
- Service Level Review
- Outside agency requests
- Internal planning documents:
 - Transportation Master Plan
 - Parks & Trails Master Plan
 - Official Community Plan

Each department's requests were evaluated against the above areas for consideration of inclusion in the 2021-2025 Five Year Financial Plan. Specific expenses and affiliated services, for each department, were provided in the staff report.

Council discussion:

- Inquiry as to what the proposed tax increase would be with the current financial plan, without any changes or adjustments.
 - Staff advised that the tax rate would be 6.67%, which equates to an approximately \$98 per household increase from last year.
- Disbursement of the recently allocated Canada-BC Safe Restart Fund for local governments.
 - Staff advised that the funds have not yet been assigned as the exact allowable uses have yet to be identified, it was suggested that the funds be placed in a reserve fund and distribute once further information on uses is available.
- There will be several opportunities to review and adjust the Financial Plan in the coming weeks, this is only a starting point.
- Preference to have a minimal tax increase, as many residents will experience further financial impacts for this upcoming year.
- Desire to wait on allowable uses for relief fund and repurpose how funds can be used to reduce the tax burden, before looking at how to reduce tax cuts.

Ms. Gray advised that should Council delay the first reading of the bylaw, and subsequently a fulsome review of the budget at the upcoming November 16th Committee of the Whole, there will be delays in the schedule for adoption of the Five Year Financial Plan.

2020-342

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

THAT Council receive the report on the *Five-Year Financial Plan Bylaw No. 799, 2020, for information.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

2020-343

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:

THAT the meeting continues past 11:00 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

13. NEW BUSINESS

13.1. Notice of Motion from Councillor Ebony Logins

Councillor Logins provided her rationale for all meetings to be held in the evening to ensure all members of Council are able to attend, as some work full time and are unable to attend daytime meetings.

Council discussion:

- There have been a number of additional meetings scheduled in the daytime; evening meetings increases the opportunity for availability as most are not working in the evening.
- Consideration in time of day for meetings outside of the Regular meetings, specifically Special and In-Camera, should be in the evening.
- Continuity is the most important factor in the consideration of adjusting meeting schedules.

The Deputy Corporate Officer advised that any alternations in scheduling Regular, Committee of the Whole or In-Camera meetings will require a bylaw amendment and advertisement for public input.

2020-344

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

THAT Regular, Special, and In-Camera Council meetings be scheduled with the intent of all Council attending.

Amendment to Main Motion #2020-344

2020-345

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council amends the main motion, adding the following:

- THAT Council direct staff to bring back the Council Procedure bylaw with the intent to adjust the time for Committee of the Whole meetings to occur in the evenings.

CARRIED UNANIMOUSLY

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

The Main Motion #2020-344, as amended, was PUT and CARRIED UNANIMOUSLY

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

14. CORRESPONDENCE REQUIRING ACTION

14.1. Dark Sky Policy for Light Pollution

- Requested for discussion by Councillor St-Pierre

This item was deferred to the next Regular Council meeting on November 23, 2020.

15. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- Attendance at the Halloween movie at SEAPARC, hosted by the Sooke Harmony Project.

Mayor Tait reported on:

- Desire to revert to virtual Council meetings, for the month of November, due to the escalating COVID cases in the region.

2020-346

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

THAT Council revert to virtual Council meetings for the month of November.

CARRIED UNANIMOUSLY

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

16. ADJOURNMENT

2020-347

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

THAT the November 9, 2020, Regular Meeting of Council be adjourned at 11:55 p.m.

CARRIED UNANIMOUSLY


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

Absent: Councillor Megan McMath

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
November 23, 2020, 7:00 PM
Electronic meeting in accordance with
Ministerial Order M192

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Megan McMath
Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning & Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins

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

2020-349

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT this meeting be closed to the public under section 90(1)(j) of the *Community Charter* as the information would be prohibited from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

5. MINISTERIAL ORDER M192

2020-350

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meeting.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

6. APPROVAL OF THE AGENDA

2020-351

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the November 23, 2020, Regular Meeting of Council, be adopted as amended:

- Removal of Item No. 13.1. *Variance Request for 2170 Charter Road.*
- Addition of supplemental information for Item No. 7.1. *Section 219 Covenant Amendment - 2075 Drennan Street.*
- Addition of supplemental information for Item No. 14.1. *Building Bylaw No. 780, 2020.*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

7. PUBLIC AND STATUTORY HEARINGS

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

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

7.1. Section 219 Covenant Amendment - 2075 Drennan Street

The Director of Planning & Development provided an overview of the written staff report for the merge of two (2) existing covenants, together with key development considerations, associated with the development of 2075 Drennan Street.

Kaila Schramm, Director of Projects & Planning for M 'Akola, provided an overview of their participation and involvement in the project.

Council discussion:

- The final road design and specific development details will be provided at the development permit stage.
- The proposed trail connection should be designed with maximum accessibility for a wide range of users.

Public Input:

- Ms. B. Ryan, a Sooke resident, spoke in opposition of the development suggesting sidewalks and infrastructure should be improved to support the increasing traffic to the area in conjunction with the project, along with the installation of an additional traffic light along Sooke Road.
- Mr. N. Amirault, a Sooke resident, expressed concerns associated with large-scale developments, and the effects of increased population density on existing neighbourhoods.

The following written correspondence was received and read aloud:

- Mrs. E. Lewers, a Sooke resident, expressed concerns with the impact of the development on the sensitive environmental area.
- Ms. V. Diment, Sooke resident, supported the proposed development of an accessible trail from the development to SEAPARC.
- Ms. C. Vanalstyn & Mr. P. Carr, Sooke residents, expressed the importance of the traffic impact assessment and requested a full review be undertaken for the improvement of the existing infrastructure.
- Mr. S. Christensen, a Sooke business owner, expressed concerns with the installation of a traffic light at the Charters Road intersection and the significant impacts on access to his business.

Staff advised the District would continue to work with the Ministry of Transportation and Infrastructure on design considerations, all potential solutions will be examined and the business owner opposite Charters Road will be consulted. This project will align with the Transportation Master Plan by alleviating pressure off Highway 14.

Council discussion:

- Desire to have further public consultation associated with traffic impact analysis.
 - Staff advised, professional consultants were utilized for the traffic assessment, and that current traffic flows, future development, and topography of the area were all taken into consideration. Individual feedback was not obtained, or required by the District, from residents located in the area.

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- Connectivity options are key to ensuring large-scale residential complexes have access to active transportation infrastructure.

Mayor Tait closed the Public Hearing at 7:55 p.m.

2020-352

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council remove the existing covenants FB340367 and CA2605705; and

THAT Council replaces existing covenants with a new Section 219 covenant for 2075 Drennan Street, legally described as Lot 1, Sections 14 and 73, Sooke District, Plan EPP90584.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

8. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

Council discussion:

- Concerns with possible oversight in the October 26th Regular Council meeting minutes, regarding the Economic Development Officer role being authorized. Council requested the minutes be reviewed by staff to ensure the conversation and minutes were accurately recorded.

2020-353

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:
THAT the following minutes be adopted as circulated:

- October 21, 2020, Special Council meeting
- October 26, 2020, Regular Council meeting
- November 9, 2020, Regular Council meeting
- November 16, 2020, Committee of the Whole meeting

Amendment to Main Motion #2020-353

2020-354

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council amends main motion 2020-353, by removing the October 26, 2020, Regular Council meeting minutes.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Minutes for the Regular Council Meeting of the District of Sooke - November 23, 2020

The **Main Motion #2020-353**, as amended, was then PUT and CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

9. DELEGATIONS

9.1. Wild Wise Sooke

Sam Webb, Wild Wise program coordinator, provided an overview of the current program operating costs and requested Council's support to transition into a not for profit society. She also requested a letter of support from the District to distribute to local garbage collection businesses, specifically Sooke Disposal and GFL, to provide bear-proof bins for residential garbage collection.

Council discussion:

- Support for Wild Wise to transition over to a not for profit society.
- Council requested Ms. Webb provide information to staff for a letter of support regarding the bear-proof garbage receptacles.

2020-355

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council receives the materials provided for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

9.2. Sooke Food Bank

Kim Metzger, Sooke Food Bank manager, provided a status update associated with increased services demand due to the pandemic. Ms. Metzger advised Council of the programs offered: Breakfast program, elementary school jackets, home checks for the elderly, vital vittles program, and meals on wheels. The financial impact of these additional programs and influx of hardship has significantly increased and is concerning as the pandemic continues.

Council discussion:

- Appreciation and gratitude for the food bank and all those who volunteer.

2020-356

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council extends the delegation for the Sooke Food Bank for an additional 5 minutes.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

10. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with a verbal update on the following:

- The budget schedule will be adjusted to reflect any revisions or changes in the process, these will be posted on the District's website.
- Lot A Update: Vancouver Island Regional Library hydro agreement is underway and bi-weekly meetings with the Sooke Region Community Health Network (SRCHN) are being held regarding the development of the Elders Complex.
- The COVID 19 return to work policy has been updated to align with the current Health Officer's orders, deploying employees able to work from home until restrictions are lifted. Municipal hall will remain open, with public access to the main reception area and mandatory mask face coverings in all common areas.
- An additional resolution is required for Council to continue to meet virtually past the end of November.

Council discussion:

- Enhanced technical assistance is required for continued virtual meetings.
 - Staff encouraged Council to consult individually with the Information Technology department to obtain support for virtual meetings.
- Councillor McMath was opposed to virtual meetings, citing the difficulty in digesting information with significant delays in conversation and lost momentum. She noted Council Chambers has been set up in a COVID conscientious manner.

2020-357

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council continue to hold meetings virtually until the end of 2020.

CARRIED.

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

Opposed: Councillor Megan McMath

Absent: Councillor Ebony Logins

Minutes for the Regular Council Meeting of the District of Sooke - November 23, 2020

11. PUBLIC QUESTION AND COMMENT PERIOD

The following correspondence was received and read aloud:

- Mr. K. Topelko, Item No. 14.4. *Building Bylaw No. 780, 2020*, providing insight into the additional costs associated with building energy-efficient buildings, and the consequences of affordability for the home buyer.

12. CONSENT AGENDA

2020-358

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

THAT the first bullet of Item No.12.1. and agenda Item 12.2., be adopted by general consent; and

THAT the remaining bullets of Item No. 12.1. be pulled for discussion.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

12.1. Recommendation from November 16, 2020 Committee of the Whole meeting

- THAT Council accepts the Evacuation Route Planning Project documents for information.

ADOPTED BY CONSENT

12.2. Correspondence from October 28 - November 17, 2020

- THAT the correspondence received from October 28-November 17, 2020, be received, and filed accordingly.

ADOPTED BY CONSENT

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

12.1. Remaining Recommendations from November 16, 2020 Committee of the Whole meeting

- THAT Council direct staff to amend the Fire Protection Services Bylaw No. 292, 2007 to include Option 1 of the staff report, which states:
 - Burning Season: November 1st to April 30th annually
 - Venting Index Category for SRN VAN ISLND: District-wide, for all properties inside and outside of the Sewer Specified Area (SSA), the venting index category must indicate 'GOOD' on morning (7 am) or afternoon (4 pm) rating on Ministry of Environment Venting Index.
- THAT Council direct staff to amend Fire Protection Services Bylaw No. 292, 2007 to state that backyard burning should be permitted on statutory holidays until such time as yard waste management alternatives are available.
- THAT Council direct staff to amend the Fire Protection Services Bylaw No. 292, 2007 section 35(a) to indicate that 10 acres convert to 4 hectares.

Minutes for the Regular Council Meeting of the District of Sooke - November 23, 2020

Council discussion:

- Further information is required on 'good' status. Specific venting index details for the local area requested.
- Requesting the average number of days when open-air burning is permitted.
- Statistics display a limited number of weekends, with most residents working during the week this provides limited opportunities for backyard burning.
- Lack of alternative options for disposal of yard waste, makes it difficult to endorse the proposed limited burning days.
- Public consultation, engagement, and education are required.

The Director of Community Safety advised amendments were minor edits and initiated in conjunction with past requests for service, site visits, phone calls and emails received from the public. Any significant changes will not be brought forward until a Waste Management Strategy has been approved.

The Corporate Officer provided clarity on bylaw procedures, advising there is no required public input for its bylaw however additional engagement can be conducted at the direction of the council. A force and effect date can be added to ensure the changes can be communicated to the public.

2020-359

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to amend the Fire Protection Services Bylaw No. 292, 2007 to include Option 1 of the staff report, which states:

- Burning Season: November 1st to April 30th annually

CARRIED.

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

Opposed: Councillor Dana Lajeunesse and Councillor Megan McMath

Absent: Councillor Ebony Logins

2020-360

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council direct staff to amend the Fire Protection Services Bylaw No. 292, 2007 to include Option 1 of the staff report, which states:

- Venting Index Category for SRN VAN ISLND: District-wide, for all properties inside and outside of the Sewer Specified Area (SSA), the venting index category must indicate 'GOOD' on morning (7 am) or afternoon (4 pm) rating on Ministry of Environment Venting Index.

CARRIED.

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

Opposed: Councillor Megan McMath

Absent: Councillor Ebony Logins

2020-361

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to amend Fire Protection Services Bylaw No. 292, 2007 to state that backyard burning should be permitted on statutory holidays until such time as yard waste management alternatives are available.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-362

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to amend the Fire Protection Services Bylaw No. 292, 2007 section 35(a) to indicate that 10 acres convert to 4 hectares.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

13. REPORTS

13.2. External Council Liaison Appointments - 2021

Council liaison roles expire at the end of the calendar year and re-appointment is required.

2020-363

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
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, 2021, and expiring December 31, 2021.

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, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

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2020-364

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, 2021, and expiring December 31, 2021.

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, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-365

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
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, 2021, and expiring December 31, 2021

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-366

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
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, 2021, and expiring December 31, 2021.

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, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

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2020-367

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council appoint **Councillor Dana Lajeunesse** as liaison to the Sooke Region Historical Society for a one-year term, commencing January 1, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-368

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council appoint **Councillor Tony St-Pierre** as liaison to the Edward Milne Community School Society for a one-year term, commencing January 1, 2021, and expiring December 31, 2021.

AND THAT Council appoint **Councillor Dana Lajeunesse** as Sooke's alternate representative to

the Edward Milne Community School Society for a one-year term, commencing January 1, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-369

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council appoint **Councillor Jeff Bateman** as liaison to the Age-Friendly Committee for a one-year term commencing January 1, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-370

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:
THAT Council appoint **Councillor Tony St-Pierre** as liaison to the Climate Caucus for a one-year term commencing January 1, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

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2020-371

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman:
THAT Council appoint **Councillor Al Beddows** as liaison to the Sooke Community Association for a one-year term, commencing January 1, 2021, and expiring December 31, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

The meeting was recessed at 9:42 p.m. and reconvened at 9:47 p.m.

Mayor Tait requested, and Council agreed, to vary the agenda, moving Item No. 14.3. *Zoning Bylaw Amendment Bylaw No. 797 (600-81), 2020 - 2604 Otter Point Road*, to immediately follow Item No. 13.3. *Transit Bench Advertising Agreement*.

13.3. Transit Bench Advertising Agreement

The Director of Operations provided an overview of the written staff report, identifying five (5) additional benches for installation along Otter Point Road and Grant Road West.

Council Discussion:

- Inquiry into covered bus shelters being established in conjunction with bench installations, and if advertising could be included in shelters to increase revenue.
 - Staff advised bus shelters style, location and advertising are determined by BC Transit.

2020-372

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council terminate the existing agreement with Island Advertising that expires April 30, 2023; and

THAT Council enter into a new agreement for a five-year term, amended to include five additional advertising benches and the increased revenue.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

14.3. Zoning Bylaw Amendment Bylaw No. 797 (600-81), 200 - 2604 Otter Point Road

The Director of Planning & Development provided an overview of the written staff report, for the rezoning of the property at 2604 Otter Point Road into three separate lots, each to contain one single-family dwelling.

Mr. P. Buchanon, the representative for the applicant, clarified the proposal will not be a strata, rather three (3) separate lots.

Council discussion:

- The three lots will include only two (2) new buildings, as there is an existing dwelling on the property which will remain.

2020-373

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre: THAT Council schedule the Public Hearing for *Zoning Amendment Bylaw No. 797 (600-81), 2020* in accordance with Section 466 of the *Local Government Act*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

2020-374

MOVED by Councillor Megan McMath, seconded by Councillor Jeff Bateman: THAT Council give First and Second Reading to *Zoning Amendment Bylaw No. 797 (600-81), 2020*, to amend the zoning on the property located at 2604 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 Dana Lajeunesse, Councillor Megan McMath, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

13.4. Church Road Roundabout and Intersection Design

The Director of Operations provided an overview of the written staff report, for the development of conceptual designs for two capital projects, a new roundabout and intersection improvements, within the Church Road corridor.

Council Discussion:

- The cost is only for the design component for a tender ready document not the physical construction of the projects.
- There is land dedication from the Wadams farm development which is required for the roundabout construction.

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2020-375

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council authorize staff to direct-award a contract for a tender-ready design for the Church Road Roundabout and Church Road at Highway 14 Intersection projects for \$92,827 to McElhanney Ltd.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

14. BYLAWS

14.1. Community Parks Amendment Regulation Bylaw No. 793 (101-5), 2020

A bylaw to amend the Community Parks Regulation Bylaw with a change in definitions.

2020-376

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as *Community Parks Amendment Regulation Bylaw No. 793 (101-5), 2020*

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

14.2. Blasting Regulation Amendment Bylaw No. 798 (72-3)

A bylaw to rectify a conflict between the District's Noise Control Bylaw and the Blasting Regulation Bylaw, in which the times for permitted blasting differs.

2020-377

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council adopt the bylaw cited as *Blasting Regulation Amendment Bylaw No. 798 (72-3), 2020*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

14.3. Building Bylaw No. 780, 2020

The Director of Planning & Development provided an overview of the written staff report, identifying the rationale and specific changes within the proposed new Building Bylaw, highlighting the public engagement which was undertaken, educational components provided to the public and development community, and details surrounding step code.

Council discussion:

- A concern was raised with the audience engagement and whether it was sufficient.
 - Staff advised developers and builders who had applied for a building permit over the past year had been notified.
- Hesitation to move ahead with Step Code requirement ahead of the mandatory provincial timeline.
- Inquiries into regulatory requirements associated with Step Code and where the responsibility for compliance is assessed.
 - Staff advised there will be a requirement for the builder to hire an Energy Advisor to assist the builder in developing cost-effectively and this advisor will ensure the required Step Code compliance is met, providing official documentation to the municipality throughout various stages of the building process.
- The lead up to this bylaw was brought on by the previous Development & Land Use Committee.
- Cost impacts affiliated with Step Code being placed on the builder and ultimately flowing onto the homebuyer, there were concerns this will further impact affordable housing opportunities.

The Corporate Officer advised there will be an opportunity for additional public input and a change in the enactment date if directed by Council

2020-378

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council give First, Second and Third Reading to Building Bylaw No. 780, 2020.

Council discussion:

- Dissatisfaction with engagement with the public on this item. Desire to have additional opportunities available for the public to provide comments on the bylaw.
- The building community is aware of the implications associated with the Step Code, as the Province is mandating the requirements and their livelihood is to ensure they are aware of all requirements associated with building in the province.

Amendment to Main Motion #2020-378

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2020-379

MOVED by Councillor Megan McMath, seconded by Councillor Dana Lajeunesse:

THAT Council amend motion 2020-378, by striking "Second and Third".

DEFEATED.

In Favour: Councillor Dana Lajeunesse and Councillor Megan McMath

Opposed: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins

The **Main Motion #2020-378**, was then PUT and CARRIED

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

Opposed: Councillor Dana Lajeunesse, Councillor Megan McMath,

Absent: Councillor Ebony Logins

The Corporate Officer advised should additional public input be desired, third reading should be rescinded to allow for further consultation and to amend the force and effect date once consultation has occurred.

2020-380

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

THAT Council rescind Third reading of the building Bylaw No. 780, 2020.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Ebony Logins

Postponement of remaining agenda items

2020-381

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

THAT the remainder of the agenda items be postponed to a Special Council meeting on Monday, November 30, 2020. at 7:00 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

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15. ADJOURNMENT

2020-382

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

THAT the November 23, 2020, Regular Council meeting be adjourned at 11:08 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Certified Correct:



**Maja Tait
Mayor**



**Carolyn Mushata
Corporate Officer**



MINUTES
District of Sooke
Special Council Meeting
November 30, 2020 7:00 PM
Electronic meeting in accordance with
Ministerial Order M192

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, Director of Finance
Matthew Pawlow, Director of Planning & Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Christina Moog, Communication Coordinator
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. MINISTERIAL ORDER M192

2020-383

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the 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

4. APPROVAL OF THE AGENDA

2020-384

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the November 30, 2020, 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

5. PUBLIC QUESTION AND COMMENT PERIOD

No written correspondence was received nor did members of the public register to speak.

6. BYLAWS

6.1. Five-Year Financial Plan Bylaw No. 788, 2020

The Director of Finance provided an overview of the written staff report and provided additional information for options of potential uses for the COVID-19 Safe Restart funding.

Council discussion:

- Lack of in-person communication, and solely relying on virtual engagement, may result in missing an audience who does not utilize online services. There was a desire to seek alternative communication options to increase knowledge of the budget and encourage public input.
- The concern of repurposing the used fire vehicle, and the validity of purchasing two (2) new vehicles.
 - Staff presented the new vehicles as an option to enhance the District's fleet and advised the repurposed vehicle will require substantial maintenance cost as an aging hybrid.
- The preference is for the e-bike to be purchased utilizing the COVID funding to ensure climate funds are accessible for key initiatives identified in the Climate Action Committee work plan.
- The communications budget may need additional funding allocated should advertising and public consultation be enhanced.
- The long-term visioning through master plans and pre-drafted designs allows for efficient budgeting and are worth the upfront investment.
- An evaluation of Fire Department overtime in conjunction with volunteer relief worker wages should be conducted, to provide cost savings and validate the necessity.

2020-385

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council give First and Second reading to the Five-Year Financial Plan Bylaw No. 799, 2020.

CARRIED.

Minutes for the Special Council Meeting of the District of Sooke - November 30, 2020

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

Council discussion:

- Desire to have communication expanded with a flyer mailed out to all residents to encourage public engagement and education on the budget.
 - Staff advised there will be an opportunity for further public comment at the December 14th Regular Council meeting and there is a virtual open house schedule for December 8th at 9:30 a.m. and 6:30 p.m.

The Chief Administrative Officer provided clarity on public engagement associated with the budget, advising of the earlier community engagement obtained through Citizen Budget.

2020-386

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

THAT Council direct staff to fund the e-bike from the COVID Relief Fund.

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

6.2. **COVID-19 Safe Restart Reserve Fund Bylaw No. 794 2020**

The Director of Finance provided an overview of the written staff report to create a reserve fund bylaw to hold and provide guidelines for the management of COVID-19 Safe Restart funds.

Council discussion:

- A prudent and wise approach, with a lack of guidance currently in place on required reporting and utilization of funds.

2020-387

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

THAT Council give First, Second and Third reading to *COVID-19 Safe Restart Reserve Fund Bylaw No. 794, 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

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6.3. Revision Bylaw No. 802, 2020

The Corporate Officer provided an overview of the written staff report, identifying an error in a bylaw map which requires revision, however, to do so a Revision Bylaw must be in place enabling Council to make the adjustment.

2020-388

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

THAT Council give First, Second and Third reading to Revision Bylaw No. 802, 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

6.4. Council Procedure Amendment Bylaw No. 803

The Corporate Officer provided an overview of the written staff report, which amends the Council Procedure Bylaw to change the time of Committee of the Whole meetings to occur in the evenings, with the additional suggestion of meetings to begin at 6 p.m.

Council discussion:

- Support for 6 pm start time, however, some members of Council are unavailable at this time and to simplify meeting schedules should remain at the same time as all other Council meetings.

2020-389

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council give First, Second, and Third reading to Council Procedure Amendment Bylaw No. 803 (728-02), 2020.

WITHDRAWN

Council discussion:

- The importance of ensuring Committee of the Whole meetings end at an appropriate time, 11 pm is too late and Council suggested amending to 10:00 p.m.

2020-390

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council give First reading to the Council Procedure Amendment Bylaw No. 803 (728-02), 2020.

CARRIED UNANIMOUSLY

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

2020-391

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council give Second reading to the Council Procedure Amendment Bylaw No. 803, (728-02), 2020, as amended by striking "11:00 pm" and inserting "10:00 pm".

CARRIED UNANIMOUSLY

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

2020-392

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council give Third reading to the Council Procedure Amendment Bylaw No. 803, (728-02), 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

7. NEW BUSINESS

7.1. Council Remuneration

A round table discussion ensued regarding Mayor and Council's remuneration, resulting in consensus for a Notice of Motion to be brought forward at a Regular Council meeting to discuss further.

8. CORRESPONDENCE REQUIRING ACTION

8.1. Dark Sky Policy for Light Pollution

Correspondence requesting the District consider the adoption of a Dark Sky policy to mitigate light pollution in the community.

Council discussion:

- The importance of providing safe street lighting in conjunction with the quality of life for residents, concerning artificial illumination.
- As there is a lack of bylaw or policy addressing this issue this could be an opportunity to examine the effects of lighting and how it is managed, followed by a review on how enforcement could be conducted.

2020-393

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to refer the development of a lighting bylaw to the Land Use & Development Committee.

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. COUNCIL VERBAL REPORTS

Councillor Beddows

- Provided various updates related to the Sooke Electoral Area Parks and Recreation Commission (SEAPARC).
- Advised of the Official Community Plan (OCP) Advisory Committees continued work.
- Requested consideration of financial support for the Sooke Christmas Bureau holiday hamper delivery, with a donation to volunteer drivers.

Council discussion:

- Concerns with lack of budget and information included in the agenda to consider funding the Sooke Christmas Bureau's request.
- A valuable community contribution and with limited time between meetings the request was considered.

2020-394

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to provide \$750, from Council Contingency to the Sooke Christmas Bureau to provide volunteer drivers with gas cards.

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 St-Pierre

- The Climate Action Committee conducted its final meeting and has provided recommendations to revise the terms of reference and will be brought forward to an upcoming Council meeting for consideration.
- Attendance at Climate Caucus and continued advocacy work with the province.

Councillor Bateman

- Attendance at the Official Community Plan Advisory Committee meeting, providing a reminder that the public is welcome to attend the meetings.
- Provided an update regarding the new Sooke Library which is slated to be completed by October 2021.
- Attendance at the Rising Economy Week online conference hosted by the South Island Prosperity Partnership.

Mayor Tait

- Advocacy with the Capital Regional District regarding park user fees associated with the Sooke Potholes parking lots.
- Provided an update on misinformation of a Cfax story concerning new parking fees where the District of Sooke was incorrectly referenced.

10. ADJOURNMENT

2020-395

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the November 30, 2020, Special meeting of Council be adjourned at 9:48 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
Regular Council Meeting
December 14, 2020 7:00 PM
Electronic meeting in accordance with
Ministerial Order M192

COUNCIL PRESENT:

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

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning & Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(a) and (k) of the *Community Charter* as it pertains to personal information about an identifiable individual and negotiations and related discussions respecting the proposed provision of a municipal service.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the December 14, 2020 Regular Council meeting to order at 7:01 p.m.

4. FIRST NATION RECOGNITION

Acknowledgement of the T'Sou-ke Nation upon whose territory Council is meeting.

5. MINISTERIAL ORDER M192

2020-396

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

Minutes for the Regular Council Meeting of the District of Sooke - December 14, 2020

THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and
THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the meeting.

CARRIED UNANIMOUSLY

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

6. APPROVAL OF THE AGENDA

2020-397

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

THAT the agenda for the December 14, 2020 Regular Meeting of Council, be adopted as amended:

- Item No. 15.2. Notice of Motion from Councillor Al Beddows moved to immediately precede Item No. 14.3. Five Year Financial Plan Bylaw
- Item No. 7.1 – Supplemental Information correspondence received
- Item No. 7.2 – Supplemental Information correspondence received
- Item No. 7.3 – Supplemental Information correspondence received

CARRIED UNANIMOUSLY

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

7. PUBLIC AND STATUTORY HEARINGS

*****Public Input to Follow Each Item*****

NOTE: The Public Hearing is only for staff presentations, public input and for members of Council to ask clarifying questions. Council debate and the reading of the bylaw occurs after the public hearing.

OPEN PUBLIC HEARING

7.1. Zoning Amendment Bylaw No. 791 - 2182 Church Road

- Staff Presentation
- Public Input
- Council Consideration

Mayor Tait read a statement that any person who believes that their interest in property is affected by the proposed bylaw will be given a reasonable opportunity to be heard or present written submissions respecting matters contained in the bylaw that is the subject of the hearing.

Minutes for the Regular Council Meeting of the District of Sooke - December 14, 2020

The Public Hearing was called to order at 7:09 p.m.

The Director of Planning and Development provided a PowerPoint presentation and overview of the written staff report seeking amendments to the current Wadams Way Comprehensive Development CD14 Zone at 2182 Church Road.

Council discussion:

- Clarification regarding Traffic Impact Assessment that determined one access off Church Road was all that was required, as opposed to a second entrance off Wadams Way.
- Enforcement of visitor parking will be the responsibility of the strata.
- The report indicates that two nearby streams are not fish-bearing, despite public opinion to the contrary.
- Staff to work with the applicant to reduce light pollution throughout development.

Council invited the applicant to speak:

Luke Ramsey, representing Aragon Developments, gave a PowerPoint presentation and overview of the proposed development. Townhouses will be built around shared greenspace, a shared amenity building will be located next to a pocket park, a sports court and dog park will be located on-site, the design is pedestrian-focused and built around smart-growth principles. Mr. Ramsey indicated that Aragon has engaged the Habitat Acquisition Trust to discuss relocating on-site flora and fauna and intends to hire local tradespeople.

Developer response to Council questions:

- Water Sustainability Inspector determined watercourses on-site are best described as ditches and a culvert assessment tool was used to determine the watercourses are impassible to fish.
- The additional cost of opening Wadams Way entrance to vehicle traffic has not been determined. Single access off Church Road was deemed preferable by the Traffic Impact Assessment due to safety and congestion considerations with new Lot A.
- One Level 2 Electric Vehicle Charger will be installed in each unit.

Public Input:

- Mrs. E. Lewers, Sooke resident, addressed Council electronically and shared her concerns regarding the proposed development. Mrs. Lewers stated that cattle on site may have compacted watercourses and that a connecting stream was previously visible from Notts Creek through the St. Rose of Lima Church property. Mrs. Lewers cautioned that development may have negative impact on ecosystems and drainage. Mrs. Lewers also spoke in support of community gardens on-site and questioned whether traffic impacts on Sooke Road had been considered.
- Acknowledgement of written public submissions and correspondence.

The public hearing was closed at 8:16 p.m.

CLOSE PUBLIC HEARING

Zoning Amendment Bylaw No. 791 - 2182 Church Road

- Council discussion
- Additional recommendations
- Consideration of Third reading

Council discussion:

- The subject property has previously been rezoned to allow for proposed density. The proposed modification is to change housing typography only.
- The Town Centre is an ideal location for densification.
- Local Economic Development is required to create a walkable community,

2020-398

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

THAT Council amend *Zoning Amendment Bylaw No. 791 (600-80), 2020* by striking out the phrase "Single family dwelling - 10.5 m" and replacing it with the phrase "Single family dwelling - 11 m" in section 814.7(a) and striking out the phrase "Accessory buildings - 4 m" and replacing it with the phrase "Accessory buildings - 6 m" in section 814.7(d); and

THAT Council give Third reading to *Zoning Amendment Bylaw No. 791 (600-80), 2020*, as amended; and

THAT Council accept approximately 1025 m2 of parkland dedication, and accept cash-in-lieu for the remainder of the required 5% parkland dedication as per section 510 of the Local Government Act; and

THAT prior to final adoption of Zoning Amendment Bylaw No. 791, the owner enter into Section 219 covenants to address parkland dedication and construction, road dedication and construction, secure public use of strata greenspace, frontage improvements, servicing requirements, a pedestrian-activated signalized crosswalk, statutory rights-of-way, park maintenance and other necessary works and services

CARRIED.

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

Opposed: Councillor Ebony Logins

PUBLIC INPUT SECTION

7.2. Development Permit with Variance PLN01474 - 2170 Charters Road

- Staff Presentation
- Public Input

Minutes for the Regular Council Meeting of the District of Sooke - December 14, 2020

- Council Discussion
- Consideration of Recommendation

The Director of Planning and Development gave a PowerPoint presentation and overview of the written staff report, requesting a parking variance from 1.5 parking stalls per unit to 1.13 parking stalls per unit. Council reviewed a similar variance request for this development on November 9, 2020 and asked the applicant to return with a new proposal. The proposed variance in front of Council this evening is a 5 stall increase over the November 9 proposal.

Council discussion:

- Applicant references comparable housing developments and parking demands. Clarification as to the location of these developments, i.e., are they more urban with better transportation networks?
- Options for on-street parking management. Desire to minimize the impact on surrounding residents and recreational sites. Staff clarification that designs for new Charters corridor will plan for increased traffic and possible overflow parking.
- Desire to accommodate local Sooke residents who need affordable housing.

Council invited the applicant to speak:

- Kaela Schramm, representing M'akola Housing, responded to Council concerns as follows:
 - Comparable transportation studies are from the Greater Victoria area. M'akola Housing operates the Hope Centre in Sooke at 6750 West Coast Road, which has 17 parking stalls for 25 units, with 6 stalls currently being utilized.
 - Two application processes will determine resident eligibility. BC Housing will fill shelter-rate units through their application process and M'akola Housing will fill the remaining units. M'akola can prioritize Sooke residents.
 - The M'akola application process can also monitor parking demands by leasing units to residents whose parking needs match availability.

Public Input:

- Mrs. E. Lewers, Sooke resident, addressed Council electronically and shared her concerns regarding the proposed development. Mrs. Lewers stated her belief that the parking proposed will not be adequate as residents will need to travel out of Sooke for work and will therefore require vehicles. Mrs. Lewers further stated her support for commercial nodes in residential areas, on-site community gardens, increased accessible parking and reduced densification.
- Acknowledgement of written public submissions and correspondence.

Council discussion:

- Clarification that M'akola can manage parking demands through leasing agreements.
- The Housing Needs Assessment demonstrates a clear need for affordable housing.

2020-399

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council approve a variance to Zoning Bylaw No. 600, 2013 Section 4.8 Parking Requirements to reduce the required parking space ratio from 1.5 parking spaces per dwelling unit to 1.13 parking spaces per dwelling unit; and, Section 4.9 Disabled Parking from 5 required accessible parking spaces to 3 accessible parking spaces.

CARRIED.

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

Opposed: Councillor Al Beddows

7.3. Development Permit with Variance - 2075 Drennan Street

- Staff Presentation
- Public Input
- Council Discussion
- Consideration of Recommendation

The Director of Planning and Development gave a PowerPoint presentation and overview of the written staff report, requesting a parking variance from 1.5 parking stalls per unit to 1 parking stall per unit. The Director of Planning and Development gave an overview of the proposed development itself, including a lot layout that makes efficient use of land, respecting two riparian areas, steep slopes, and archeological sites. The proposed development is located on existing transit routes and includes amenities spaces, community garden plots, a bicycle storage room and electric vehicle charging infrastructure.

Council discussion:

- Redesign of traffic flow in the area includes signalization of Charters Road at Sooke Road and Drennan Road becoming right-in, right-out at Sooke Road.
- Increased pedestrian safety and additional sidewalks.
- Clarification that Golledge Road is not anticipated to receive increased traffic volume as vehicles currently turning left off of Charters and travelling down Golledge to access Sooke Road will now be able to turn left directly off Charters on to Sooke Road. Increased traffic from development turning left on Sooke Road will need to travel up Golledge to Charters but is anticipated to be equal to or less than the current traffic volume on Golledge.
- Confirmation that existing zoning on the subject property permits the proposed development without the parking variance.

Public Input:

- Mr. D. Titchosky, neighbouring property owner, addressed Council electronically and shared his concerns regarding the size of the development and specifically the proposed five-story building. Mr. Titchosky shared that he believes 1 parking stall per unit is inadequate and will result in overflow onto neighbouring streets. Additionally, Mr. Titchosky is concerned about pedestrian safety on Sooke Road and sewer capacity issues as there have been three sewage pump spills in the areas in recent years.
- Mr. N. Amirault, neighbouring property owner, spoke against the proposed parking variance and stated his concern regarding the large size of the

proposed building. Mr. Amirault shared his experience as a previous resident of a similarly sized development and cautioned that large apartment buildings do not create community. Additionally, Mr. Amirault cautioned that the signalization of Charters Road will result in a hazard for people driving standard transmission vehicles and large commercial trucks forced to stop on a long hill.

- Mrs. E. Lewers, Sooke resident, stated her agreement with the comments of Mr. Amirault and her concerns regarding the density of the development and the size of the proposed building. Ms. Lewers referenced the *Official Community Plan* and a desire for low to medium density housing rather than the high density proposed by this development. Additionally, Ms. Lewers shared her concerns regarding the impact of sightlines and inadequate parking.
- Acknowledgement of written public comments received.

Council discussion:

- Clarification regarding allowable lot coverage and density in existing zoning. Staff verified that the proposed density of 170 units is permitted on the subject property and that the applicant has densified into 5-story buildings to protect other areas of the property.
- Confirmation that the Ministry of Transportation has reviewed the proposed signalization of Charters Road and supports the changes. Desire to see bus stops and pedestrian crossings added as a part of design concepts for Sooke Road changes.

Council invited the applicant to speak:

- Kevin Albers, representing M'akola Housing, responded to Council questions as follows:
 - Concerns regarding "social warehousing" and building community within developments are addressed through mixed occupancies and tenant supports for those who wish to utilize them.
 - The BC Housing application process will place 20% of tenants. The M'akola Housing application process will apply to the remaining 80%.

Council discussion:

- Variance required is for parking only. Density and use are permitted under existing zoning.
- Housing Needs Assessment indicates affordable housing of various sizes is needed.
- Neighbours are opposed to parking variance and concerned about overflow onto residential streets.

2020-400

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre: THAT Council issue Development Permit PLN01462 for the purpose of developing a 170 unit multi-family housing site at 2075 Drennan Street and approve a variance to Section 4.8 Parking Requirements of Zoning Bylaw No. 600, 2013 to reduce the required parking stall ratio from 1.5 parking spaces per dwelling unit to 1 parking space per dwelling unit.

CARRIED.

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

7.4. Council Procedure Bylaw

- Public Input
- Consideration of Adoption

Public Input:

- There were no public questions or comments received.

2020-401

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as Council Procedure Amendment Bylaw No. 803 (728-02), 2020.

CARRIED UNANIMOUSLY

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

8. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

2020-402

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT the following minutes be adopted as circulated:

- October 26, 2020, Regular Council meeting
- November 23, 2020, Regular Council meeting
- November 30, 2020, Regular Council meeting
- December 7, 2020, Committee of the Whole meeting

CARRIED UNANIMOUSLY

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

9. DELEGATIONS

9.1. Sooke Region Multi-Belief Initiative

Mark Zeigler and Don Brown, representing the Sooke Region Multi-Belief Initiative, provided Council with a report outlining the first year of Sooke's Compassionate Action Plan, endorsed by Council on May 13, 2019. Mr. Zeigler and Mr. Brown reported that many partners have come together over the past year in support of short and long-term actions to address 5 key areas of social concern, as outlined in the written report

provided. The Sooke Region Multi-Belief Initiative has also provided recommendations to the Official Community Plan Advisory Committee.

Council discussion:

- Sooke is a compassionate and caring community. Thank you to the Sooke Region Multi-Belief Initiative for their work.

9.2. Youth Arts Exhibit 2021 - The Art of Kindness

- Presenter: Diane Moran

Diane Moran, visual artist and small business owner, presented Council with an overview of a proposed art exhibition in Sooke celebrating BC Youth and Mental Health Awareness weeks. The exhibition would take place in May 2021 and be a collaboration between Ms. Moran, the Amber Academy, and the Sooke Arts Council. Ms. Moran is seeking District of Sooke endorsement and a \$500 sponsorship.

Council discussion:

- Councillors interested in sponsoring the exhibition can bring forward a Notice of Motion for Council consideration.

10. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer stated that he will provide an update to Council in the new year and reminded Council they will be meeting to review and update their strategic priorities in January.

11. PUBLIC QUESTION AND COMMENT PERIOD

*****For all items not included under Public and Statutory Hearings*****

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on Monday, December 14, 2020, will be read aloud and recorded for the public record.

Public input:

- Sifu Moonfist, Sooke resident, spoke in support of the work undertaken by the Sooke Region Multi-Belief Initiative group, commending individual members as well as Councillors for their service to the community.

12. CONSENT AGENDA

2020-403

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

THAT agenda Items 12.1 - 12.3 be adopted by general consent, with the exception of the second bullet in Item 12.2; and

THAT the second bullet of Item 12.2 be pulled for discussion.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - December 14, 2020

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

12.1. Correspondence

- THAT the correspondence received from November 18 - December 12, 2020, be received and filed accordingly.

12.2. Recommendations from December 7, 2020 Committee of the Whole meeting

- THAT Council direct staff to investigate and report back on collection and disposal options for yard waste, household hazardous waste, and large household items.
- THAT Council adopt Policy CO-005; AND THAT Council rescind Policy 5.7 Travel Related Expenses.
- THAT Council adopt Policy CO-008; AND THAT Council rescind Policy 5.6 Purchasing and Disposal of Assets Policy, 2012.2.
- THAT Council support the District joining the Coastal Communities Social Procurement Initiative in 2021.
- THAT Council direct staff to work with the current Line Item funding recipients to provide the required documentation by the September 15th deadline.
- THAT Council direct staff to enter into new Service Agreements with the Sooke Food Bank and the Sooke Lions Club.

12.3. Official Community Plan Advisory Committee

- THAT Council receive the Official Community Plan Advisory Committee meeting minutes from November 25, 2020, for information.

CONSIDERATION OF MATTERS REMOVED FROM CONSENT AGENDA

Council discussion:

- Merits of proposed tree protection bylaw.
- Previous consideration of proposed bylaw resulted in a split-vote by Council.
- Council priority to support affordable housing may be at odds with increased development costs associated with tree protection.
- Council to review strategic priorities at upcoming planning session.
- Recommendation is for additional engagement only and does not necessarily indicate support for the proposed bylaw itself.

2020-404

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

THAT Council direct staff to develop a purpose-based engagement strategy for tree management.

CARRIED.

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

Opposed: Councillor Al Beddows, Councillor Dana Lajeunesse, and Councillor Megan McMath

13. REPORTS

13.1. Employee Services Awards for 2020

The Mayor recognized seven municipal employees who are celebrating milestone terms of service and thanked them for their dedication and contributions.

2020-405

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

THAT Council acknowledge the following employees for their dedicated service and long-term commitment to the District of Sooke:

- Susan Dyble for 20 years
- Matt Barney for 15 years
- Deborah Knight for 15 years
- Chris McCrea for 10 years
- Cam Norris-Jones for 10 years
- Brad Metzger for 10 years
- Brian Derrick for 5 years

CARRIED UNANIMOUSLY

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

13.2. Deputy Mayors 2021

2020-406

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

THAT Council appoint the following Deputy Mayors for 2021:

- January - February = Councillor Jeff Bateman
- March - April = Councillor Ebony Logins
- May - June = Councillor Dana Lajeunesse
- July - August = Councillor Tony St-Pierre
- September - October = Councillor Al Beddows
- November - December = Councillor Megan McMath

CARRIED UNANIMOUSLY

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

13.3. 2021 Regular Council Meeting Schedule

2020-407

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

THAT Council approves the 2021 Regular Council meeting schedule as follows:

- January 11, 2021
- January 25, 2021
- February 8, 2021
- February 22, 2021
- March 8, 2021
- March 22, 2021
- April 12, 2021
- April 26, 2021
- May 10, 2021
- May 25, 2021
- June 14, 2021
- June 28, 2021
- July 12, 2021
- July 26, 2021
- September 20, 2021
- October 12, 2021
- October 25, 2021
- November 8, 2021
- November 22, 2021
- December 13, 2021

CARRIED UNANIMOUSLY

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

13.4. Council appointments to CRD Committees

2020-408

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council appoint Councillor Dana Lajeunesse to the CRD Arts Commission for a term of two years, commencing January 1, 2021 and expiring as of the next general local election.

CARRIED UNANIMOUSLY

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

2020-409

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

THAT Council appoint Councillor Ebony Logins to the CRD Regional Housing Trust Fund for a term of two years, commencing January 1, 2021 and expiring as of the next general local election.

CARRIED UNANIMOUSLY

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

13.5. CAC Committee Recommendations - November 2020

Council discussion:

- Building bylaw returning to Council for consideration of third reading as amended in January. Discussion of electrical requirements for solar panels and EV Charges in new homes to take place at that time.
- Cost of staff time associated with reviewing committee reports.
- The proposed Climate Adaptation and Mitigation Strategy will focus on the work of the Climate Action Committee, as well as technical and support staff.
- Thank you to committee members for their work in preparing this report.

2020-410

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council postpone consideration of the following Climate Action Committee recommendation until the meeting at which Council will consider third reading of *Building Bylaw No. 780*.

- (1) THAT Council direct staff to investigate opportunities to require all new-single family dwellings to rough-in wiring for EV Chargers and solar roof panels.

CARRIED UNANIMOUSLY

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

2020-411

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

THAT Council forward the plastics report from the CAC to staff for review and consideration.

CARRIED.

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

13.6. Climate Action Committee - Terms of Reference Review

2020-412

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

THAT Council amend the Climate Action Committee Terms of Reference, as provided.

CARRIED UNANIMOUSLY

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

13.7. Application Process and Development Tracking

2020-413

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

THAT Council postpone consideration of Item 13.7. *Application Process and Development Tracking* until the January 11, 2021 Regular Council meeting.

CARRIED UNANIMOUSLY

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

14 BYLAWS

14.1. COVID-19 Safe Restart Reserve Fund Bylaw No. 794, 2020

2020-414

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

THAT Council adopt the bylaw cited as COVID-19 Safe Restart Reserve Fund Bylaw No. 794, 2020.

CARRIED.

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

14.2. Revision Bylaw No. 802

2020-415

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

THAT Council adopt the bylaw cited as Revision Bylaw, No. 802, 2020.

CARRIED.

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

Postpone consideration of remaining agenda items

2020-416

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

THAT Council postpone consideration of the remainder of agenda items to a Special Council meeting Wednesday, December 16 at 7:00 p.m.

CARRIED UNANIMOUSLY

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

15. ADJOURNMENT

2020-417

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT the December 14, 2020 Regular Council meeting be adjourned at 11:00 p.m.

CARRIED UNANIMOUSLY

In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows,
Councillor Dana Lajeunesse, 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
December 16, 2020 7:00 PM
Electronic meeting in accordance with
Ministerial Order M192

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, Director of Finance
Matthew Pawlow, Director of Planning & Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Sarah Temple, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the December 16, 2020 Special Council meeting to order at 6:00 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

THAT this meeting be closed to the public under section 90(1)(k) of the *Community Charter* as it pertains to negotiations and related discussions respecting the proposed provision of a municipal service.

3. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the December 16, 2020 Special Council meeting to order at 7:00 p.m.

4. FIRST NATION RECOGNITION

Mayor Tait acknowledged the T'Sou-ke Nation upon whose territory Council is meeting.

5. MINISTERIAL ORDER M192

2020-418

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:

Minutes for the Special Council Meeting of the District of Sooke - December 16, 2020

THAT Council is holding this meeting without members of the public in attendance under Ministerial Order M192, as Council Chambers cannot safely accommodate the unknown number of public participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments, and the provision of live and recorded broadcasts of the 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

6. APPROVAL OF THE AGENDA

2020-419

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

THAT the agenda for the December 16, 2020 Special Meeting of Council, be adopted as amended:

- Item 9.1. *Notice of Motion from Councillor Al Beddows* moved to immediately before Item 8.1. *Draft 2021-2025 Five Year Financial Plan.*
- Addition of FCM Correspondence as New Business

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 Dana Lajeunesse

7. PUBLIC QUESTION AND COMMENT PERIOD

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

9.1. Notice of Motion from Councillor Al Beddows

2020-420

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

THAT Council waive the notice requirement for Item 9.1. *Notice of Motion from Councillor Al Beddows*

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

Council discussion:

- The issue of Council remuneration was brought forward by a group of community members in 2019.

Minutes for the Special Council Meeting of the District of Sooke - December 16, 2020

- Salaries of Mayor and Council in Sooke are low in comparison with other similarly sized communities in BC and haven't been increased in more than a decade.
- May take several years of smaller increases to bring salaries up to parity.
- Desire to attract a cross-section of demographics.
- Ladysmith has a formula for regular salary increases.
- Option to use the average of ten similarly sized communities as a baseline and then increase by the Consumer Price Index each year.
- Salary increase for 2021 will require a bylaw amendment, which once adopted, can be made retroactive to January 1.

2020-421

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

THAT Mayor and Councillor salaries be increased by 5% for the 2021 budget cycle; and

THAT Council appoint an advisory panel to bring forward suggestions for future Mayor and Councillor salary increases.

DIVIDED

2020-422

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:

THAT Council sever resolution 2020-421 and consider each line separately.

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

2020-423

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

THAT Mayor and Councillor salaries be increased by 5% for the 2021 budget cycle

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

2020-424

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

THAT Council appoint an advisory panel to bring forward suggestions for future Mayor and Councillor salary increases.

AMENDED

Amendment:

2020-425

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

THAT resolution 2020-424 be amended by striking out "appoint an advisory panel" and replacing it with "direct staff".

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

Main Motion as amended:

2020-426

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

THAT Council direct staff to bring forward suggestions for future Mayor and Councillor salary increases.

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. BYLAWS

8.1. Draft 2021-2025 Five Year Financial Plan

The Director of Finance gave a PowerPoint presentation and overview of the written staff report, including the highlights of the 2021 - 2025 *Five Year Financial Plan*, changes requested and made, and a summary of public consultation efforts. Staff received positive feedback on the virtual open houses hosted.

Council discussion:

- Previously requested additional information regarding funds given to volunteer firefighters' association.
- Staff advised that the volunteer firefighters' association has requested more time to meet with all members. Historical funding has been given to maintain physical assets that may be better maintained by the District. Further review is required.
- Desire to understand the overlap between volunteer firefighters' association funding and paid-on-call remuneration.
- Funds earmarked specifically for recruitment and retention should remain separate.
- Staff committed to having further information for Council regarding volunteer firefighter association funding for January 11, 2021 Regular Council meeting.
- Service Agreement holders and Line-Item funding recipients are also being asked to increase reporting and transparency.
- Possibility of purchasing used vehicles for bylaw and parks departments. Staff to look for cost efficiencies.
- Recent update regarding costs to operate police dispatch services. Municipal governments informed they should expect to see an increase in costs and

transition to paying 100% of police dispatch services. Additional information is required to budget accordingly.

- Staff to communicate with Staff Sergeant Sinden and request pause in recruiting efforts for new police officer until additional dispatch costs are known.

2020-427

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:

THAT Council direct staff to hold off on the RCMP recruitment process until the full cost of dispatch services are known.

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

2020-428

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

THAT Council give Third reading, as amended, to the bylaw cited as "Five Year Financial Plan Bylaw No. 799, 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

8.2. Sewer Specified Area Bylaw Revision

The Chief Administrative Officer gave an overview of the written staff report, seeking to correct a mapping error on Schedule A of *Sooke Core Sewer Specified Area Bylaw No. 147*.

2020-429

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

THAT Council give First, Second and Third Reading to the bylaw cited as *Sooke Core Sewer Specified Area Revision Bylaw, No. 804, 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

9. NEW BUSINESS

9.2. Notice of Motion from Councillor Jeff Bateman

2020-430

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

THAT Council waive notice for Item 9.2 *Notice of Motion from Councillor Jeff Bateman*.

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

Council discussion:

- The recent delegation from Food Bank indicated that demand has increased greatly over the past year.
- There have been several community fundraising initiatives this holiday season, including the Sooke Firefighters' Santa Run, which have raised a considerable amount of cash.
- Follow-up correspondence with the Food Bank has indicated they desperately need additional space.
- An option is to defer the cash contribution until later in 2021 when community donations are generally less.

2020-431

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council support the Sooke Food Bank with a one-time COVID year donation of \$10,000 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

10. CORRESPONDENCE REQUIRING ACTION

10.1. Letter of Support Request - Redhouse Solutions

2020-432

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council direct staff to write a letter of support for Redhouse Solutions and Frances Gardens Housing Cooperative.

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

10.2. Float Plane Noise in Harbour

Council discussion:

- Bylaw staff have responded to the letter writer clarifying jurisdictional issues.
- Transport Canada is responsible for aviation concerns.

2020-433

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

THAT Council receive the correspondence regarding float plan noise in the harbour, 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. COUNCIL VERBAL REPORTS

Councillor Logins reported:

- Meetings are finished for the year.
- Happy holidays to all.

Councillor Beddows reported:

- OCP Committee meets December 17. Excellent dialogue and suggestions from an engaged group of committee members. COVID restrictions have created some difficulties.
- Sidewalks in the town centre are progressing. Hope to see a ribbon-cutting event in the new year.

Councillor Lajeunesse reported:

- Attended both virtual open houses for the budget presentations. Heard positive feedback from public attendees.

Councillor Bateman reported:

- Update on Sooke's request to Capital Regional District for off-leash exemptions on the upper level of the Galloping Goose trail. The CRD's Parks and Environment Committee rejected the second attempt at an exemption but provided statistics that showed that of 144 off-leash incidents between Metchosin and Leech Town in 2019, only 1 ticket was issued. Education is the preferred response.

Mayor Tait reported:

- Chamber of Commerce held their annual awards ceremony on December 15 with 439 businesses nominated and 3,400 votes cast.
- CRD Mayors continue to meet regularly to discuss issues of regional significance.
- Attended a Coastal Communities meeting with the new Minister of Municipal Affairs.
- Taking part in the Housing Solutions Lab with T'Sou-ke Nation and Chief Planes.
- CRD committees are formed for the new year. Request to sit on newly independent Transportation Committee, recently severed from Planning and Protective Services.
- Wounded Warrior Run is expected to be in Sooke in February 2021.
- Meeting with local Girl Guides and Pathfinders groups in January.
- Thank you to Council and staff for their hard work and adaptability in 2020.

12. RELEASE OF CLOSED MEETING RESOLUTIONS

12.1. Release of In-Camera Resolutions - December 14, 2020

THAT Council appoint the following members to the Community Economic Development Committee, for a one-year term starting January 1, 2021 and expiring December 31, 2021.

- Councillor Lajeunesse as the member of Council
- Councillor McMath as the alternate member of Council
- Doug Wittich as the member of the Environmental Community
- R.J. Purdy as the member at large

THAT Council appoint the following members to the Climate Action Committee, for a one-year term starting January 1, 2021 and expiring December 31, 2021.

- Michael Tacon
- Anna Russell
- Cassandra Schostek
- Elizabeth Lange
- Jessica Prieto
- Shandell Houlden
- E.B. Klassen
- Beatrice Gentili-Hittos
- Steve Unger

13. ADJOURNMENT

2020-434

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

THAT the December 16, 2020 Special Meeting of Council be adjourned at 8:19 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**