



MINUTES
District of Sooke
Regular Council Meeting
January 11, 2021 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 and 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/or (e) of the *Community Charter* as it pertains to personal information about identifiable individuals, and land.

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

Acknowledgement of the T'Sou-ke Nation upon whose territory Council is meeting.

5. MINISTERIAL ORDER M192

2021-01

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

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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

2021-02

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

THAT the agenda for the January 11, 2021 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

7. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council:

2021-03

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

THAT the minutes of the December 14, 2020 Regular Meeting of Council, be adopted as circulated.

THAT the minutes of the December 16, 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, Councillor Megan McMath, and Councillor Tony St-Pierre

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

8.1. Strategic Priorities Chart Update

The Chief Administrative Officer gave a PowerPoint presentation and overview of Council's Strategic Priorities Chart, providing an update on the 8 "Now" and 3 "Next" priorities identified on September 14, 2020, as follows:

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- **"Now" Items:**
 - Communications Strategy: Complete - can be removed from "Now" Items.
 - Solid Waste Management Strategy: To be moved to "Operational Strategies" - can be removed from "Now" Items.
 - Open Air/Burning Bylaw: Presented to Council, amendments and bylaw readings coming forward to Council - can be removed from "Now" Items.
 - Finalize Building Bylaw with Step Code inclusion: Presented to Council, amendments and readings coming forward to Council - can be removed from "Now" Items.
 - Service Agreement Reviews: Staff continuing to work with service organizations - recommendation is to remain on "Now" Items.
 - Off-Leash Dog Park: Public engagement to begin in Spring 2020 - recommendation to remain on "Now" Items.
 - Lot A Development: Development initiated - further direction from Council at January 18, 2021 meeting required.

- **"Next" Items:**
 - Sidewalk Strategy: Included in Transportation Master Plan, and Parks and Trails Master Plan, as well as 2021-2025 Five Year Financial Plan - recommendation to remove from Strategic Priorities Chart as complete.
 - Climate Adaptation and Mitigation Strategy: Recommendation to refer to Climate Action and Community Economic Development Committees - If supported, recommendation to move to "Now" Items.
 - Local Economic Development Strategy: Funding in place for Community Economic Development Officer - recommendation to move to "Now" Item.
 - Community Economic Development Committee: Inaugural meeting January 22, 2021 - recommendation to remove from Strategic Priorities Chart.

- **Advocacy Items:**
 - Ongoing, can be added to as directed by Council.

- **Operational Strategies:**
 - Proposed updates to be provided to Council at January 18, 2021 Council meeting.

Council will be meeting on January 18, 2021 to update the Strategic Priorities Chart and reprioritize the remaining items.

Council discussion:

- Social procurement guidelines are included in Section 9.3 of Purchasing Policy, recently approved by Council.
- UBCM Local Government Finance Committee to review cannabis revenue-sharing model and advocate for municipalities across the province.

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- Clarification regarding community gateway revitalization - this is ongoing work with Lions' Club and Rotary Club to replace signage near Sooke Region Museum.

2021-04

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:

THAT Council receive the Strategic Priorities Chart quarterly report update for December 31, 2020.

CARRIED UNANIMOUSLY

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

9. PUBLIC QUESTION AND COMMENT PERIOD

Written comments submitted to info@sooke.ca prior to 12:00 p.m. (noon) on Monday, January 11, 2021 to be read aloud and recorded for the public record.

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

10. CONSENT AGENDA

2021-05

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

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 Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

10.1. Correspondence received December 16 - 30, 2020

THAT the correspondence received December 16 - December 30, 2020 be received for information.

10.2. Official Community Plan Advisory Committee Meeting minutes

THAT the December 17, 2020 OCP Advisory Committee meeting minutes be received for information.

11. REPORTS

11.1. Application Process and Development Tracking

The Director of Planning and Development gave a PowerPoint presentation and overview of the current status of development application processing. Flowcharts

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outlining subdivision, building, and planning application processes were provided and opportunities for improvements and additional tracking identified. A review of the District's development process is included in Council's Strategic Priorities.

Council discussion:

- Value transparency and automation of information to ensure timely notification.
- Appreciate online mapping options and visual indicators to show the progress of applications.
- Incomplete and deficient applications are time-consuming and frustrating for applicants as well as staff.
- Reasons for challenges with processing applications in a timely manner and meeting service level expectations. Staff positions in the organizational chart have been filled. Are current resources sufficient?
- Staff clarified that a backlog of applications has existed for some time and efforts to address the backlog and catch up with current applications are underway.
- Improved public education and communication tools, including online tracking, are proposed to help address the backlog and redirect staff resources to the processing of applications.
- OCP process will consider targeted commercial and industrial land development, as well as consider policy on rural development.
- Council goal to build a reputable organization includes both excellent public service provision and ensuring staff are adequately resourced.

2021-06

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

11.2. Climate Adaptation & Mitigation Strategy Report

The Chief Administrative Officer gave an overview of the written staff report. Since Council declared a Climate Emergency in the District of Sooke on April 8, 2019, staff have been seeking a means to operationalize a response. Several provincial and regional reports have been published that provide environmental scans and strategies for communities to address the climate crisis. As the newly formed Climate Action Committee and Community Economic Development Committee begin their work, staff are seeking direction from Council to provide these committees with a framework for their discussions and work throughout their upcoming terms of appointment.

Council discussion:

- Staff recommendation is for a Climate Adaptation and Mitigation Strategy to be moved into the "now" section of Council's Strategic Priorities. Council to prioritize outstanding items at January 18 meeting.

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- Food literacy and food security were identified by the outgoing Climate Action Committee as target areas for climate action yet are not identified as a risk at a provincial level.
- Social mobilization is needed to create change. People know the right choices to make but creating a culture of change is a struggle.
- Sooke has a diverse population and engaged community, this could be a great model to demonstrate climate adaptation and mitigation.

2021-07

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

THAT Council directs the Climate Action Committee, Community Economic Development Committee, and the Planning and Land Use Committee to:

- consider the information provided in the:
 - Preliminary Strategic Climate Risk Assessment for British Columbia;
 - Territorial Analysis and Survey of Local Government Priorities for Climate Action: Vancouver Island and Coastal Communities;
 - Modernizing BC's Emergency Management Legislation; and
 - UBCM Special Committee on Climate Action Proposed Recommendations DRAFT Report
- consider the 4 pillars of the Sendai Framework in their decision-making with a particular focus on mitigation and recovery initiatives.

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

2021-08

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

THAT Council directs the Climate Action Committee and Community Economic Development Committee to meet jointly in May and November 2021 to share/transfer their respective knowledge.

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. BYLAWS

12.1. Zoning Bylaw Amendment - 5126 Sooke Road

The Director of Planning and Development gave a PowerPoint presentation and overview of the application for a Development Variance Permit and re-zoning of 5126 Sooke Road. The applicant is seeking to create a new commercially zoned area to the north of an existing commercial development and has also submitted a subdivision application to create three additional lots. A variance is required to reduce the setback from a pond on site. Staff support both the rezoning and the issuance of the DVP, subject to submission of a landscaping plan that meets environmental protection requirements.

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Council discussion:

- Clarification that the proposal is to move the Adrenaline Office and the 17-Mile Liquor Store to the new commercial area. There are no current plans for the vacant building that will remain.

2021-09

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

THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 805 (600-83), 2021* to amend the zoning from Rural (RU2) to General Commercial (C2) on portions of land legally described as:

- Section 118, Sooke District, Except Parcel "B" (DD 32555I) and Parcel "C" (DD 68182I) Thereof, and Except That Part Thereof included in the limits of the City of Victoria Pipeline, as Shown on Plan Deposited under DD 13270I and Except Those Parts in Plans 16293, 31342 and VIP74487 and
- Parcel "B" (DD 32555I) of Section 118, Sooke District.

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

2021-10

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Ebony Logins:

THAT Council schedule the Public Hearing for *Zoning Amendment Bylaw No. 805 (600-83), 2021* 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

2021-11

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

THAT Council, after adoption of *Zoning Amendment Bylaw No. 805 (600-83), 2021*, approve the issuance of Development Variance Permit PLN01533 to vary Bylaw No. 600, *Sooke Zoning Bylaw, 2013*, Section 3.22(b) to reduce the setback from a natural boundary of a pond from 30 meters to 10 meters in accordance with the Aqua-Tex Scientific Consulting Ltd. Habitat Assessment Report dated July 8, 2020, for the purposes of accommodating a small commercial development with the following conditions:

1. Prior to final issuance of the Development Variance Permit, the owner shall submit a Landscape Plan and conceptual Site Plan approved by a Qualified Environmental Professional that follows the compensation plan and recommendations within the Habitat Assessment. The Landscape Plan and Site Plan shall be attached as Schedules to the Development Variance Permit PLN01533.

CARRIED UNANIMOUSLY

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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. Council Remuneration and Benefits Amendment Bylaw No. 806

2021-12

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council give First, Second, and Third Reading to "Council Remuneration and Benefits Amendment Bylaw No. 806 (740-01), 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

12.3. 2021-2025 Five Year Financial Plan Bylaw No. 799

2021-13

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt 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 Dana Lajeunesse, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

12.4. Sooke Core Sewer Specified Area Revision Bylaw No. 804

2021-14

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt 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 Dana Lajeunesse, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

13. NEW BUSINESS

13.1. Continuation of Virtual Council Meetings

Council discussion:

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- Ongoing public health orders will not be known until after publication of the February 8, 2021 Regular Council meeting agenda.

2021-15

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council continue to hold all Council meetings virtually through February 8, 2021 inclusive.

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. CORRESPONDENCE REQUIRING ACTION

14.1. Correspondence from Sooke Arts Council

- BC Culture Days

2021-16

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council direct staff to reply to the letter from the Sooke Arts Council, indicating support for participation in BC Culture Days and listing Councillor Lajeunesse as the liaison.

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

14.2. Correspondence from Minister of Finance, Selina Robinson

- Speculation and Vacancy Tax

2021-17

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council receive the correspondence from Minister of Finance, Selina Robinson regarding Speculation and Vacancy Tax, 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

14.3. Correspondence from Brenda Butterworth-Carr, Assistant Deputy Minister and Director of Police Services, Ministry of Public Safety & Solicitor General

- Police Dispatch Services

Council discussion:

- As discussed at December 11, 2020 Regular Council meeting.
- Mayors of impacted communities are seeking additional information.

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- There is a possibility for collective advocacy as the initial impression is one of downloading costs onto municipalities.
- The potential financial impact is unknown.

2021-18

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council receive the Correspondence from Brenda Butterworth-Carr, Assistant Deputy Minister and Director of Police Services, Ministry of Public Safety & Solicitor General, for information; and

THAT Council direct the CAO and Mayor to formalize a response outlining Sooke's concerns.

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. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- Received a letter from the Sooke Food Bank thanking the District for the \$25 gas cards purchased for volunteer hamper delivery drivers.

Mayor Tait reported:

- The Mayor's Primary Health Care Services Working Group is looking to merge with an Island Health led committee focused on Sooke health outcomes. Mayor Tait will co-chair the new joint committee which will be holding its inaugural meeting on January 13.
- Sooke Homeless Coalition is adopting a Terms of Reference with a focus on local solutions. Mayor Tait will also be co-chairing this initiative.
- Participating in a Housing Solutions Lab with the T'Sou-ke Nation to find housing solutions for Indigenous people on T'Sou-ke Lands.

16. REPORT OF IN-CAMERA RESOLUTIONS

Report from January 11, 2021 In-Camera meeting:

THAT Council appoint the following member to the Sooke Program of the Arts (SPA) Committee, for a one-year term starting January 1, 2021 and expiring December 31, 2021.

- Diego Narveaz

17. ADJOURNMENT

2021-19

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the January 11, 2021 Regular Council meeting be adjourned at 9:24 p.m.

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

Certified Correct:



**Maja Tait
Mayor**



**Carolyn Mushata
Corporate Officer**



MINUTES
District of Sooke
Special Council Meeting
January 18, 2021 6:00 PM
Electronic Meeting

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
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

2021-20

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the January 18, 2021, 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

3. FIRST NATION RECOGNITION

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

4. MINISTERIAL ORDER M192

2021-21

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
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 participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility, and accountability through the submission of written comments.

CARRIED UNANIMOUSLY

Minutes for the Special Council Meeting of the District of Sooke - January 18, 2021

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

5. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-22

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT this meeting be closed to the public under section 90(1)(l) of the *Community Charter* as it pertains to municipal objectives, measure and progress reports for the purposes of preparing an annual report.

CARRIED UNANIMOUSLY

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

6. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the meeting to order at 8:40 p.m.

7. ADJOURNMENT

2021-23

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the January 18, 2021, Special Council meeting be adjourned at 8:41 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
January 25, 2021 7:00 PM
Council Chamber

*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
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Angel Chen, Deputy Director of Finance
Kenn Mount, Director of Community Safety
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

2021-24

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 Dana Lajeunesse, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

4. APPROVAL OF THE AGENDA

2021-25

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the January 25, 2021, 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

5. PUBLIC AND STATUTORY HEARINGS

The Corporate Officer 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 to have their written submission presented at the public hearing.

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

5.1. Zoning Amendment Bylaw No. 797 (600-81), 2020 - 2604 Otter Point Road

The Director of Planning & Development provided an overview of the written staff report for the subdivision of 2604 Otter Point Road into two (2) additional parcels, with one (1) parcel remaining for fee simple purchase, for a total of three (3) lots.

Council discussion:

- Water servicing is mandated by the Capital Regional District (CRD) and any water conservation techniques are voluntary.

Public Input:

- There were no registered speakers for this item.

Mayor Tait closed the Public Hearing at 7:16 p.m.

2021-26

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council give Third 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); and

THAT prior to final adoption of *Zoning Amendment Bylaw No. 797 (600-81), 2020* the owner enter into Section 219 Covenants to address cash-in-lieu of \$6,000.00 for affordable housing for residential developments, upgrading of an existing park and playground facility, frontage improvements, servicing requirements, statutory rights-of-way, and other necessary works and services.

CARRIED UNANIMOUSLY

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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. ADOPTION OF MINUTES

6.1. Minutes of Regular and Special meetings of Council

2021-27

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

THAT Council adopts the following minutes:

- January 11, 2021, Regular Council meeting
- January 18, 2021, Special 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

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer had no updates to provide.

8. PUBLIC QUESTION AND COMMENT PERIOD

There were no registered speakers or correspondence received from members of the public.

9. CONSENT AGENDA

2021-28

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

THAT agenda Item 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, Councillor Megan McMath, and Councillor Tony St-Pierre

9.1. Correspondence

- THAT the correspondence received from January 1-18, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

10. REPORTS

10.1. ALR Subdivision - 6835 Pascoe Road

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report, to subdivide Agricultural Land Reserve lands for the purpose of creating one (1) new lot to build a new single-family dwelling.

Council discussion:

- The decision for subdividing a parcel of land as opposed to a secondary dwelling being built on the land was a personal choice of the applicant.
- The land will be reinvigorated for small-scale farming.

2021-29

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

THAT Council forward this request for subdivision PLN01553 at 6835 Pascoe Road legally described as "Lot 13, Sections 35 and 36, Sooke District, And Section 1, Otter District, Plan 23816" to the Agricultural Land Commission with a recommendation for approval.

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. Sunriver Reservoir Site Expansion

The Director of Planning & Development provided an overview of the written staff report, requesting the release of two (2) covenants on title related to development agreements to allow for the Capital Regional District (CRD) to expand the current water reservoir site.

Council discussion:

- There is no clear size of the expansion or capacity enhancement identified, the CRD has not yet shared these plans.

2021-30

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

THAT Council authorize the release of covenants CA4056986 and CA6102545 registered against Lot A Section 32 Sooke District Plan VIP77727, except Parts in Plans VIP77765, VIP78743, VIP79134, VIP79684, VIP80394, VIP80698, VIP87411 and EPP53708.

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. Investing in Canada Infrastructure Program - Otter Point Road Sidewalk Project

The Director of Operations provided an overview of the written staff report, seeking endorsement to apply for grant funding for a portion of the Otter Point Road Active Transportation project.

Council discussion:

- This project aligns with the Transportation Master Plan and is supported by Council.

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2021-31

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT staff submit a grant funding application for Otter Point Road Active Transportation Project – Sidewalks & Bike Lanes through the *Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream*; and

THAT Council supports the project and commits to any associated ineligible cost and project cost overruns.

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. Council Remuneration and Benefits Amendment Bylaw No. 806 (740-01), 2021

A bylaw to amend the annual remuneration for Mayor and Council.

2021-32

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council adopt the bylaw cited as *Council Remuneration and Benefits Amendment Bylaw No. 806 (740-01), 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

11.2. Building Bylaw No. 780, 2020

The Director of Planning & Development provided an overview of the written staff report, highlighting the Step Code implementation years had been changed to align with Provincial requirement dates.

Council discussion:

- Encouraged staff to monitor and provide updates on incentives associated with the Step Code.

2021-33

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council give Third reading to Building Bylaw No. 780, 2020, as amended.

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

Minutes for the Regular Council Meeting of the District of Sooke - January 25, 2021

2021-34

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council direct staff to request the Land Use and Development Committee consider how additional climate action goals could be included in the land use process.

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

11.3. Fees & Charges Bylaw No. 772 (752-01), 2020

The Corporate Officer provided an overview of the written staff report, which supports and aligns with the new Building Bylaw.

2021-35

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council give First, Second and Third reading to the Fees and Charges Bylaw No. 772 (752-01), 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

11.4. Zoning Amendment Bylaw No. 801 (600-82), 2021 - 6671 Wadams Way (Lot A)

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report for the rezoning of municipally-owned lands at 6671 Wadams Way, to facilitate mixed-use development in the form of limited commercial uses, institutional uses, and multi-family residential.

Council discussion:

- Concerns regarding the rezoning leading to the sale of the property, which staff advise was not the intent and assured Council the land would remain District-owned.
- The growth of commercial development will encourage corridors of development in the community, Lot A is a strategic location that will anchor the town center.

2021-36

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 801 (600-82), 2021* to rezone the eastern half of 6671 Wadams Way from Community Facilities Zone (P2) to a Comprehensive Development Zone (CD15); and

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THAT Council authorize staff to schedule a Public Hearing for *Zoning Amendment Bylaw No. 801 (600-82), 2021* 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

11.5. Zoning Amendment Bylaw No. 807 (600-87), 2021 - 2109 Mowich Drive

Councillor Lajeunesse declared a conflict of interest as he is related to the applicant and left the meeting at 8:19 p.m.

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report, for the rezoning of the property at 2109 Mowich Drive to create two (2) separate lots from the existing lot.

2021-37

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council give First and Second reading to *Zoning Amendment Bylaw No. 807 (600-87), 2021* to amend the zoning on the property located at 2109 Mowich Drive from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5);

THAT Council authorize staff to schedule a Public Hearing for *Zoning Amendment Bylaw No. 807 (600-87), 2021* in accordance with Section 466 of the *Local Government Act*; and

THAT prior to final adoption of *Zoning Amendment Bylaw No. 807 (600-87), 2021* the owner enter into Section 219 covenants to address frontage improvements, servicing requirements, statutory rights-of-way, park maintenance, cash-in-lieu in the amount of \$3,000.00 for 10% affordable housing for residential developments and other necessary works and services.

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 recessed at 8:24 p.m.

Councillor Lajeunesse returned to the meeting which reconvened at 8:27 p.m.

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11.6. Officers and Delegation of Authority Amendment Bylaw No. 810 (672-03), 2021

The Corporate Officer provided an overview of the written staff report, highlighting that the amendment is required to align the bylaw with the recently adopted Purchasing Policy.

2021-38

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council give First, Second and Third reading to the Officers and Delegation of Authority Amendment Bylaw No. 810 (672-03), 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

12. **NEW BUSINESS**

There were no New Business items presented.

13. **CORRESPONDENCE REQUIRING ACTION**

13.1. LGLA 2021 Leadership Forum

2021-39

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Al Beddows:
THAT Council approve the registration fees for Councillors Bateman, St-Pierre and Lajeunesse, to attend LGLA, to come from the Travel/ Conference/ Education account.

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. Implementing a Province-wide Ban on Anticoagulant Rodenticides

2021-40

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council writes a letter of support to the Minister of Environment and Climate Change Strategy, for the implementation of a Province-wide ban on anticoagulant rodenticides.

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 Beddows reported:

- There is extensive pressure from the public to increase access and programs at SEAPARC. Options are being examined which will adhere to the Provincial Health Officer's regulations.

Councillor Logins reported:

- Provided a heartfelt thank you to staff for their dedication and hard work.

Councillor Lajeunesse reported:

- Attendance at the Community Economic Development Committee's first meeting.

Councillor Bateman reported:

- Attendance at the Climate Action Committee meeting.
- The senior's housing/elder's complex has submitted its grant applications.
- The lease for the homeless shelter has been extended until the end of March.

Councillor St-Pierre:

- Attendance at the Climate Action Committee meeting.
- Attendance at the Capital Regional District water commission meeting.

Mayor Tait reported:

- Assistance with the distribution of Chamber of Commerce awards.
- Upcoming virtual meeting with the BC Girl Guides as a guest speaker.

15. ADJOURNMENT

2021-41

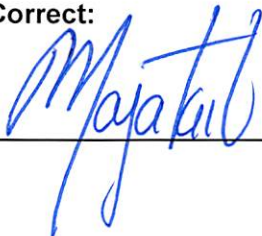
MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:

THAT Council adjourn the meeting at 8:53 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
February 2, 2021 6:00 PM
Electronic meeting in accordance with
Ministerial Order M192

COUNCIL PRESENT:

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

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Megan McMath

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

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

3. APPROVAL OF THE AGENDA

2021-42

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

THAT the agenda for the February 8, 2021, 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 Tony St-Pierre, and Councillor Dana Lajeunesse

Absent: Councillor Megan McMath

4. MINISTERIAL ORDER M192

2021-43

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

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 participants wishing to attend; and

THAT Council is committed to ensuring openness, transparency, accessibility and accountability through the submission of written comments.

CARRIED UNANIMOUSLY

Minutes for the Special Council Meeting of the District of Sooke - February 2, 2021

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

5. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-44

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT this meeting be closed to the public under section 90(1)(k) and (l) of the *Community Charter* as it pertains to a provision of a municipal service that are at their preliminary stages and municipal objectives, measures, and progress reports for the purpose of preparing an 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

6. CALL TO ORDER - OPEN PORTION

Mayor Tait called the open portion of the meeting to order at 9:10 p.m.

7. NEW BUSINESS

There were no New Business items presented.

8. RELEASE OF CLOSED MEETING RESOLUTIONS

8.1. Release of In-Camera Resolutions - February 2, 2021

THAT Council approve the Council Strategic Priorities Chart, as presented.

9. ADJOURNMENT

2021-45

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council adjourn the meeting at 9:12 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
February 8, 2021, 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
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Angel Chan, Deputy Director of Finance
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

1. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-46

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 identifiable individuals.

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

2. CALL TO ORDER - OPEN PORTION

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

3. FIRST NATION RECOGNITION

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

4. MINISTERIAL ORDER M192

2021-47

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

5. APPROVAL OF THE AGENDA

2021-48

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT the agenda for the February 8, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of supplementary information for Item No. 7.1. *Zoning Amendment Bylaw No. 805 (600-83), 2021 - 5126 Sooke Road.*
- Addition of supplementary information for Item No. 7.2. *Development Variance Permit - 6947 Grant Road West.*
- Addition of new business Item No. 15.3. *Property Tax Deferral Penalties.*
- Addition of new business Item No. 15.4. *UN Decade on Ecosystem Restoration-UVIC.*
- Addition of new business Item No. 15.5. *2021 BC Economic Summit.*

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. PUBLIC AND STATUTORY HEARINGS

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 to have their written submission presented at the public hearing.

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

6.1. Zoning Amendment Bylaw No. 805 (600-83), 2021 - 5126 Sooke Road

The Director of Planning & Development provided an overview of the written staff report for the rezoning on a portion of the property at 5126 Sooke Road from Rural (RU2) to General Commercial (C2) and a site-specific text amendment to the General Commercial zone. Along with a summary of a requested Variance Permit to reduce a setback of a pond from 30 meters to 10 meters.

Council discussion:

- Confirmation that the pond was not naturally occurring, but since being developed is now subject to the riparian area due to its proximity to adjacent streams.
- The landscape plan will be provided to the municipality and is a requirement of the development process.

Minutes for the Regular Council Meeting of the District of Sooke - February 8, 2021

- Appreciation for the inclusion of days and housing options for the future, as they could be a natural fit for the location as highway 14 is developed.
- Support for the business as they adapt to the rapidly changing area of North Sooke.

Public Input:

- Luke Deering, Sooke resident, discussed concerns regarding the proximity of neighbouring properties to the zipline and the location of commercial buildings.
 - The applicant advised they will arrange a site meeting with Mr. Deering to discuss his concerns
- Brian Sawyer, Sooke resident, expressed apprehension about the rural nature of the area being disturbed and increasing commercial areas.
- Justin Wilson, Sooke resident and co-applicant, addressed concerns related to rezoning and highlighted the business is readjusting to accommodate for the current highway 14 realignment.

Mayor Tait closed the Public Hearing at 7:32 p.m.

2021-49

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council give third reading to the bylaw cited as Zoning Amendment Bylaw No. 805 (600-83), 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

7.2. Development Variance Permit - 6947 Grant Road West

The Director of Planning & Development provided an overview of the written staff report to reduce the setback from a stream to add manufactured home located at 6947 Grant Road West, replacing one (1) trailer which has been demolished with two (2) separate manufactured homes.

Council discussion:

- The request is to add a unit where a single unit previously existed.
- Internal referral comments, although not required, are recommended to ensure the surrounding environmental areas are protected. There is no mechanism to require these recommendations and the applicant would need to undertake the recommendations on a volunteer basis.
- Concerns related to parking vehicles in close proximity to the creek and the increased potential of waterway contamination.

Public Input

- There were no registered speakers for this item.

2021-50

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council issue Development Variance Permit PLN01567 to vary Bylaw No. 600, *Sooke Zoning Bylaw*, 2013, Section 3.22(b) to reduce the setback from a natural boundary of a stream from 30 meters to 10 meters in accordance with the Corvidae Environmental Consulting Inc. Environmental Assessment Report dated February 2020, for the purposes of accommodating a newly manufactured home unit (Unit #44) subject to the following conditions:

1. That the Qualified Environmental Professional demarks the SPEA prior to land clearing and construction.
2. That temporary fencing is installed along the vegetated edge between the area of the proposed works and the 10-meter SPEA prior to land clearing and construction; and
3. Sediment and erosion controls must be implemented before clearing and construction commenced.

DEFEATED.

In Favour: Councillor Al Beddows, Councillor Dana Lajeunesse, and Councillor Megan McMath

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

7. ADOPTION OF MINUTES

Minutes of the Regular meetings of Council:

- January 25, 2021 - Regular Council meeting

2021-51

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the minutes of the January 25, 2021, 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

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- Lot A - Vancouver Island Regional Library construction is underway, Sooke Region Communities Health Network has submitted their BC Housing grant application and conversations regarding access between Evergreen Shopping Center and Lot A are underway.
- Covid-19 - The Provincial Health Officer has extended restrictions and Council is encouraged to extend virtual meetings indefinitely.
- Sooke School District 62 (SD62) - An agreement between the District and SD62 has been developed to provide protocol on cooperation and partnership for a 4-year term, to enhance communication between parties.

2021-52

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

THAT Council endorses the Mayor to sign the Protocol for Cooperation and Partnership with the Sooke School District 62.

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

2021-53

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

THAT Council extend virtual Council and Committee meetings indefinitely to align with the February 6, 2021, update from the Provincial Health Officer.

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. PUBLIC QUESTION AND COMMENT PERIOD

There were no registered speakers or correspondence received from members of the public.

10. CONSENT AGENDA

2021-54

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

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, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

11.1. Correspondence

- THAT the correspondence from January 25 - February 2, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

11. REPORTS

11.1. Community Parks Commercial Use Fee Reduction

The Director of Operations provided an overview of the written staff report, requesting the reduction in commercial fees for Western Educational Adventures Inc. to use various municipally-owned parks to host kids' summer camps in 2021.

2021-55

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council reduce the commercial use fees for the use of municipal parks for Western Educational Adventures Inc. in accordance with section 8.0 of the Community Parks Regulation Bylaw to \$850.

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

11.2. AVICC Resolutions

2021-56

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council receive this report on AVICC Resolutions, 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

12. BYLAWS

12.1. Building Bylaw No. 780, 2020

A bylaw for the administration of the BC Building Code and the regulation of construction within the District of Sooke.

2021-57

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Building Bylaw No. 780, 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

12.2. Fees and Charges Amendment Bylaw No. 772 (752-01), 2020

A bylaw to amend the Fees and Charges Bylaw No. 752 to add a category for Building Bylaw Deposits and Annual Parking Pass fees for the Public Boat Launch.

2021-58

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Fees and Charges Amendment Bylaw No. 772 (752-01), 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

12.3. Officers and Delegation of Authority Amendment Bylaw No. 810 (672-03), 2021

A bylaw to amend the Officer and Delegation of Authority bylaw to align signing authority with the Purchasing Policy.

2021-59

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Officers and Delegation of Authority Amendment Bylaw No. 810 (672-03), 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

12.4. Sooke Core Sewer Specified Area Amendment Bylaw No. 788 - 7116 Grant Road West

The Director of Operations provided an overview of the written staff report for the property at 7116 Grant Road West to be added to the Sewer Specified Areas and connection to the municipal wastewater system.

2021-60

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the Petition for Local Area Service for the property located at 7116 Grant Road West (legally described as Lot 1, Section 20, Sooke Land District, Plan VIP18735 Except Parcel A (DD F36072);

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

2021-61

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council give first, second and third reading to Bylaw No. 788, *Sooke Core Sewer Specified Amendment Bylaw (147-39)*.

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

12.5. Sooke Core Sewer Specified Area Amendment Bylaw No. 808 - 7124 Grant Road West

The Director of Operations provided an overview of the written staff report for the property at 7124 Grant Road West to be added to the Sewer Specified Areas and connection to the municipal wastewater system.

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2021-62

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council receive the Petition for Local Area Service for the property located at 7124 Grant Road West (legally described as Lot A, Section 20, Sooke District, Plan 16540);

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

2021-63

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council give first, second and third reading to Sooke Core Sewer Specified Area Amendment Bylaw No. 808 (147-40), 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

12.6. Unsightly Premises and Objectionable Situations Amendment Bylaw No. 811

The Corporate Officer provided an overview of the written staff report to amend the bylaw to explicitly address trees on private property that should not be overseen by the District and considered civil issues between those affected.

2021-64

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council give first, second and third reading to the Unsightly Premises and Objectionable Situations Amendment Bylaw (296-1), 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. NEW BUSINESS

13.1. Notice of Motion - Councillor Beddows

- For discussion at the February 22, 2021, Regular Council meeting.

THAT Council consider Diane Morin's request for \$500 to put on a virtual art exhibition for Mental Health awareness week.

14. CORRESPONDENCE REQUIRING ACTION

14.1. Capital Regional District - Youth & Family Court Committee Service

Councillor Bateman provided an update on the Victoria Youth and Family Court Committee's upcoming meetings with the Capital Regional District to evaluate the committee structure and function.

2021-65

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council receive the CRD Youth & Family Court Committee Service correspondence 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

14.2. City of Natori, Japan -Greetings

Mayor Tait provided an overview of the dialogue that has continued between the District of Sooke and Natori, Japan, advising of the end goal to formalize a sister city agreement.

2021-66

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the City of Natori, Japan-Greetings correspondence 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

The meeting was recessed at 8:36 p.m.

The meeting reconvened at 8:41 p.m.

14.3. Property Tax Deferment Penalties

Mayor Tait requested staff be directed to delay the distribution of late tax notices until the District receives a response from the Minister of Municipal Affairs regarding late penalties for the Property Tax Deferment Program.

The Chief Administrative Officer advises he will investigate and advise Council on the discretion available for the delay of tax penalties notices.

2021-67

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council receive the Property Tax Deferral Penalties correspondence 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

14.4. UN Decade on Ecosystem Restoration

Councillor St-Pierre requested Council consider participating in the UN Decade of Ecosystem Restoration.

Council discussion:

- There is limited information on staff resources or next steps for the municipality to participate and prior to committing further details are required.

2021-68

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council UN Decade on Ecosystem Restoration correspondence be postponed until the next 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

14.5. 2021 BC Economic Summit

A conference to provide professional and informative sessions regarding BCs economic recovery.

2021-69

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council approve Councillor Dana Lajeunesse to attend the 2021 BC Economic Summit and the registration fee be allocated from Council Travel, Conference, Education fund.

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. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- Promoting the Official Community Plan revitalization with a CTV news interview.

Councillor Bateman reported:

- Attendance at the 2021 virtual LGLA conference.

Councillor Logins reported:

- Provided a heartfelt thank you to staff for their dedication and hard work.

Councillor Lajeunesse reported:

- Attendance at the 2021 virtual LGLA conference.

Councillor St-Pierre reported:

- Attendance at the 2021 virtual LGLA conference.

Mayor Tait reported:

- Thank you to Council and staff for their dedication to the municipality during these difficult times.
- Attendance and guest speaker opportunity at the 2021 virtual LGLA conference.

16. RELEASE OF CLOSED MEETING RESOLUTIONS

16.1. Release of In-Camera Resolutions - February 2, 2021

- THAT Council direct staff to hire one (1) temporary flex firefighter position for the remainder of 2021, to be financed from the COVID-19 Safe Restart Reserve Fund.
- THAT Council directs staff to create a Full-Time Permanent Approving Officer position.

17. ADJOURNMENT

2021-70

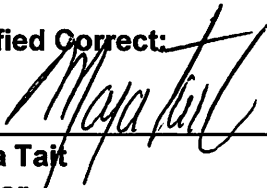
MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:

THAT Council adjourn the February 8, 2021, Regular Council meeting at 9:03 pm

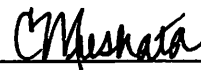
CARRIED UNANIMOUSLY

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
February 22, 2021 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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-71

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

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

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

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

2021-72

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

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

Minutes for the Regular Council Meeting of the District of Sooke - February 22, 2021

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

2021-73

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

THAT the agenda for the February 22, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of supplementary information for Item No. 7.1. *Zoning Amendment Bylaw No. 801 (600-82), 2021 - 6671 Wadams Way.*
- Addition of supplementary information for Item No. 7.2. *Zoning Amendment Bylaw No. 807 (600-84), 2021 - 2109 Mowich Drive.*

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

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 to have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing to order at 7:05 p.m.

7.1. Zoning Amendment Bylaw No.801 (600-82), 2021 - 6671 Wadams Way

- Public Hearing #1

The Director of Planning & Development provided an overview of the written staff report for the purpose of creating a Comprehensive Development Zone (CD15) on the eastern half of the property located at 6671 Wadams Way.

Council discussion:

- Boutique style, small independent, local businesses, are considered retail type businesses.
- The Housing Needs Assessment identifies a low housing stock in the community, beyond single-family.
- The due-diligence review did not identify any significant watercourse on the property.

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Public input:

- Mrs. E. Lewers, a Sooke resident, expressed concern about disruption of natural watercourses in the development area.

7.2. Zoning Amendment Bylaw No. 807 (600-84), 2021 - 2109 Mowich Drive

- Public Hearing #2

Councillor Lajeunesse declared a conflict of interest as he is related to the applicant and left the meeting at 7:34 p.m.

The Director of Planning & Development provided an overview of the written staff report for the rezoning of the property located at 2109 Mowich Drive from Rural Residential (RU4) to Neighborhood Rural Residential (RU5), for the purpose of creating two (2) individual lots from the existing lot.

Public input:

- Mr. D. Brown & Mrs. C. Brown, Sooke residents, spoke in support of the application.
- Mrs. E. Lewers, a Sooke resident, spoke in support of the application.

Mayor Tait closed the Public Hearing at 7:38 p.m.

7.2. Zoning Amendment Bylaw No. 807 (600-84), 2021 - 2109 Mowich Drive

2021-74

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council give third reading to the bylaw cited as Zoning Amendment Bylaw No. 807 (600-84), 2021.

CARRIED UNANIMOUSLY

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

Councillor Lajeunesse returned to the meeting at 7:40 p.m.

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7.1. **Zoning Amendment Bylaw No.801 (600-82), 2021 - 6671 Wadams Way**
2021-75

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council give third reading to the bylaw cited as Zoning Amendment Bylaw No. 801 (600-82), 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

8. ADOPTION OF MINUTES

Minutes of the Regular and Special meetings of Council

2021-76

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

THAT the following meeting minutes be adopted as circulated:

- February 2, 2021, Special Council meeting
- February 8, 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

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- Late Tax Deferment Penalties - At a previous Council meeting, staff were asked to investigate late penalty notices being sent to residents who submitted late applications for tax deferment and are now in arrears. After researching this issue, it is advised that affected residents be notified because if they do not pay the outstanding fees, they will not be eligible to apply to the 2021 Tax Deferment Program.
 - The Mayor requested staff draft a follow-up letter to the Ministry seeking a response to previous correspondence on this topic.

10. PUBLIC QUESTION AND COMMENT PERIOD

The following member of the public provided comments:

- Mr. J. Wagner, the applicant for the Development Variance Permit at 6947 Grant Road West, provided background information about the potential new owner of the additional lot, highlighted that recommendations from the Qualified Environmental Professional will be implemented and requested Council's support in approving the variance.

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11. CONSENT AGENDA

2021-77

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Items No. 11.1. through 11.3. 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

11.1. Official Community Plan Advisory Committee Meeting Minutes

- THAT the Official Community Plan Advisory Committee minutes from January 28, 2021, be adopted.

ADOPTED BY CONSENT

11.1. Recommendations from February 16, 2021 Committee of the Whole Meeting

- THAT the Committee of the Whole recommend that Council receive the Development Cost Charges Update Overview presentation from Urban Systems, for information.
- THAT the Committee of the Whole recommend that Council insert the phrase "and strive for service excellence" after "improve corporate culture" in goal number one, bullet number three of the February 2021 Strategic Priorities Chart.
- THAT the Committee of the Whole recommend Council approve the February 2021 Strategic Priorities Chart, as amended.

ADOPTED BY CONSENT

11.2. Correspondence

- THAT the correspondence received from February 4-17, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

12. REPORTS

12.1. Sooke Program of the Arts Recommendation - Totem Pole

Councillor Lajeunesse provided an overview of the written report, requesting support from Council to accept a totem pole from a private donor.

Council discussion:

- The local First Nations and all affiliated parties should be consulted prior to Council consideration.

2021-78

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council direct staff to obtain consent, and direction, from the artist and relevant First Nations regarding the acceptance of the donation.

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. Sooke Core Sewer Specified Area Amendment Bylaw No. 788 (147-39) - 7116 Grant Road West

A bylaw to include the property at 7116 Grant Road West in the community sewer system service area.

2021-79

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council adopt the bylaw cited as Sooke Core Sewer Specified Area Amendment Bylaw No. 788 (147-39), 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

13.2. Sooke Core Sewer Specified Area Amendment Bylaw No. 808 (147-40) - 7124 Grant Road West

A bylaw to include the property at 7124 Grant Road West in the community sewer system service area.

2021-80

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as Sooke Core Sewer Specified Area Amendment Bylaw No. 808 (147-40), 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

13.3. Unsightly Premise and Objectionable Situations Amendment Bylaw No. 811 (296-1), 2021

A bylaw to amend the Unsightly Premises and Objectionable Situations Bylaw, 2007, to define tree hazard conditions.

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2021-81

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Unightly Premise and Objectionable Situations Amendment Bylaw No. 811 (296-1), 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. Business Licence Bylaw No. 778, 2021 & Business License Policy

The Corporate Officer provided an overview of the written staff report which provides a new version of the Business Licence Bylaw and a new Business Licence Policy, to accommodate for the shift in Sooke's business landscape, various updates, and the modernization of both documents.

Council discussion:

- Further dialogue needs to occur around regulations for permanent fixture restaurants and mobile food vendors.
- The importance of moving away from plastic take-out containers to support the District's commitment to the environment.

2021-82

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council give first reading to the bylaw cited as Business Licence Bylaw No. 778, 2021.

CARRIED UNANIMOUSLY

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

2021-83

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council amend section 50 of the Bylaw 778 to strike out the word "encouraged" and replace it with "required".

Council discussion:

- Requiring only Mobile Food Vendors to adhere to compostable food containers and utensils could have minimal impact as the requirement should apply to all establishments offering takeout.
- The implementation of compostable containers should be incentivized not penalized.

The Amendment to the motion was WITHDRAWN

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2021-84

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council give second reading to the bylaw cited as Business Licence Bylaw No. 778, 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

2021-85

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council direct staff to give notice of the proposed bylaw change in accordance with section 59 of the *Community Charter*.

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

2021-86

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council adopt CO-012 Business Licence Policy; and
THAT Council rescind Policy 9.5 Business Licence Policy, 2007

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 recessed at 8:23 p.m.

The meeting was reconvened at 8:29 p.m.

14. NEW BUSINESS

14.1. Notice of Motion - Diane Morin's Request

Council discussion:

- Supporting Mental Health Awareness is a valuable cause to be providing financial contributions.

2021-87

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council considers Diane Morin's request for \$500 to put on a virtual art exhibition for Mental Health Awareness Week.

Amendment to Main Motion #2021-87

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2021-88

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

THAT Council amend the Main Motion #2021-87 to add "from Council Contingency" at the end of the motion.

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 Main Motion was **PUT** and **CARRIED**

Council discussion:

- No confirmation on whether additional contributions have been acquired or how inadequate funding could affect the event.
- Ensure the District is properly recognized by the organization as a sponsor.
- Providing the funds from the sponsorship budget allows for no stipulations around the use of funds.

Amendment to Motion #2021-87

2021-89

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

THAT Council amend Motion #2020-87, by striking "Council Contingency" and replacing it with "Sponsorship".

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 Main Motion was **PUT** and **CARRIED**

14.2. Development Variance Permit - 6947 Grant Road West

Council discussion:

- Assurance received that the natural area along the creek will remain untouched and the new unit will be situated as far as possible from the waterway.
- Consensus that this will provide an additional affordable housing option for a community resident.

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2021-90

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council issue Development Variance Permit PLN01567 to vary Bylaw No. 600, *Sooke Zoning Bylaw*, 2013, Section 3.22(b) to reduce the setback from a natural boundary of a stream from 30 meters to 10 meters in accordance with the Corvidae Environmental Consulting Inc. Environmental Assessment Report dated February 2020, for the purposes of accommodating a newly manufactured home unit (Unit #44) subject to the following conditions:

- That the Qualified Environmental Professional demarks the SPEA prior to land clearing and construction.
- That temporary fencing is installed along the vegetated edge between the area of the proposed works and the 10-meter SPEA prior to land clearing and construction; and
- Sediment and erosion controls must be implemented before clearing and construction commenced.

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. CORRESPONDENCE REQUIRING ACTION

15.1. UN Decade on Ecosystem Restoration-Uvic

Council discussion:

- Confirmation that no additional staff time is required, and a statement of support will be the only requirement of the District.

2021-91

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council issue a statement of support for the UN Decade on Ecosystem Restoration.

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. Preparations are Underway for Earth Day 2021

Council discussion:

- There is no other requirement other than approving the use of the District logo, as a municipality that will recognize Earth Day 2021.

2021-92

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

THAT Council direct staff to provide the District logo in support of Earth Day 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

15.3. Greater Victoria Flower Count

2021-93

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

THAT Council receives the Greater Victoria Flower Count correspondence 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

15.4. Shroom Compassion Medicinal Society

2021-94

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

THAT Council receives the Shroom Compassion Medicinal Society correspondence 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

15.5. Surrey's Police Transitions

2021-95

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

THAT Council receives the Surrey's Police Transitions correspondence 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 St-Pierre reported:

- Attendance at the Capital Regional District (CRD) Inter-Municipal Climate Action Task Force.
- Attendance at the Edward Milne Community School (EMCS) Society meeting.
- Upcoming One Planet Conversation session online February 25, 2021.

Councillor Bateman reported:

- Attendance at the Edward Milne Community School (EMCS) Society meeting.
- Attendance at the Victoria Family Court & Youth Justice Committee orientation session for new and existing members.
- The Sooke Multi-Belief Initiative will be hosting a spotlight on the charter of compassion to showcase their successes.
- Upcoming One Planet Conversation session.

Councillor Lajeunesse reported:

- Attendance at the Sooke Homelessness Coalition meeting.

Mayor Tait reported:

- BC housing announcement and the acquisition of the Hope Center, where the units will be transformed into supportive housing.
- Support for Girl Guides will see the municipal hall exterior lights changed to blue.
- Capital Regional District (CRD) paid parking issues are being discussed at the board level, further updates to come.
- Attendance at UBCM meetings.
- Virtual meeting with Natori City Mayor.

17. RELEASE OF CLOSED MEETING RESOLUTIONS

17.1. Release of In-Camera Resolutions - February 22, 2021

- THAT Council rise and report on the following resolutions from the February 8, 2021 In-Camera Meetings:
 - a. THAT Council appoint the following members to the Land Use & Development Committee, for a one-year term expiring December 31, 2021:
 - Councillor St-Pierre as the member of Council
 - Brian Butler as the member of the Land Development Community
 - Paul Clarkston as the member of the Home Builders Community
 - Kyle Topelko as the member of the Agricultural Community
 - Neil Nunn as the member of the Environmental-Climate Change Community
 - Kory Elliott as the member of the Affordable Housing Community
 - Dave McClimon as the member of the Business Community
 - Susan Belford as the member at large

Minutes for the Regular Council Meeting of the District of Sooke - February 22, 2021

18. ADJOURNMENT

2021-96

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

THAT Council adjourn the February 22, 2021, Regular Council meeting at 9:20 pm

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
March 8, 2021 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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-97

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

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

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows 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 is meeting.

5. MINISTERIAL ORDER M192

2021-98

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

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

Minutes for the Regular Council Meeting of the District of Sooke - March 8, 2021

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

2021-99

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins: THAT the agenda for the March 8, 2021, Regular Meeting of Council, be adopted as amended:

- Move Item No. 11.1. *Development Variance Permit-7023 East Sooke Road* to immediately follow Approval of the Agenda.
- Addition of supplemental information for Item No. 11.1. *Development Variance Permit-7023 East Sooke Road*.
- Addition of new business Item No. 13.1. *Notice of Motion-Councillor Bateman*.
- Addition of new business Item No. 14.1. *Property Assessed Clean Energy Program-Correspondence*.
- Addition of new business Item No. 14.2. *Daycare Options in Sooke-Correspondence*.

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. Development Variance Permit PLN01543 - 7023 East Sooke Road

The Director of Planning & Development provided an overview of the written staff report requesting a variance within the Silver Spray Marine Estates development, to allow for a modified Rural Collector Road to service a nineteen (19) strata lot subdivision.

Council discussion:

- The additional transportation elements are not warranted for this location and all necessary requirements have been included.
- The parking lane is not designated for residents and will be available to all area visitors.
- Concerns related to the road alterations and increased traffic led to a request for speed signage to be installed.

Public input:

- Victor Waymen, a resident, expressed the need for increased road safety measures to discourage careless driving.
- Carolyn Hahn, a resident, recommended a traffic assessment be undertaken and expressed concerns related to parking and frustration with the lack of details communicated in the mail-out notice.

Minutes for the Regular Council Meeting of the District of Sooke - March 8, 2021

- Garry Labossiere, a resident, requested consideration be given to expanding the road width and enhancing traffic safety measures to accommodate for growth in the area.
- Ruth Ann Gal, a resident, expressed concerns related to a reduction in the road width.
- Michael Thornton, the applicant's representative, identified that the development will maintain the original development standards and confirmed that traffic studies were completed and the rationale for the variance is to enhance the area by limiting the impact on the rural landscape.

Staff provided a map of the proposed road design displaying the additional parking area off the road and access trail and clarified that the travel lane width is not narrowing from the requirements for safe traffic flows, and the variance will align with the needs of the area.

Council discussion:

- Maximum speed signs or active speed identifying signs should be installed.
 - Staff advised that the Traffic and Highways Regulation Bylaw provides authorization to the Municipal Engineer to place traffic control devices were deemed necessary. The Director of Operations will work with the developer to ensure appropriate speed signage is erected in the area.

2021-100

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council authorize the issuance of Development Variance Permit PLN01543 to facilitate the subdivision of the property located at 7023 East Sooke Road legally described as "LOT 2 SECTION 83 SOOKE DISTRICT PLAN VIP77658" by varying the Subdivision and Development Standards Bylaw No. 404, 2014 for the portion of East Sooke Road (approximately 245 metres in length) adjacent to the subject property, as follows:

1. To allow a modified Rural Collector Road (Dwg. No. SDD-005) in lieu of the required Urban/Suburban Collector Road (Dwg. No. SDD-001);
2. To modify the Rural Collector Road design standards as per the cross section Dwg. No. SDD-005 from 1.5 metre paved and 1.0 metre gravel shoulders, to 1.5 metre gravel shoulders, add a 2.5 metre parking lane along a 65-metre portion of road frontage, and include a 1.5 metre gravel trail for the majority of the remaining northerly road frontage.

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

Meeting Minutes of Council

The meeting minutes for February 22, 2021, Regular Council meeting were removed for staff review and will be presented for approval at the next Regular Council meeting.

Minutes for the Regular Council Meeting of the District of Sooke - March 8, 2021

2021-101

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the minutes of the following meeting of Council, be adopted as circulated:

- February 16, 2021 - Committee of the Whole

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. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following update:

- Notification of two (2) unsuccessful grants from the Community Economic Recovery Program; the Bluffs Staircase and Sooke Potholes Parking Lot projects.

9. PUBLIC QUESTION AND COMMENT PERIOD

There were no registered speakers or correspondence received from members of the public.

10. CONSENT AGENDA

2021-102

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:
THAT Item No. 10.1. be pulled for discussion; and
THAT Item No. 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, Councillor Megan McMath, and Councillor Tony St-Pierre

10.2. Correspondence

- THAT the correspondence received from February 17 - March 3, 2021, be adopted and filed accordingly.

ADOPTED BY CONSENT

CONSIDERATION OF MATTERS REMOVED FROM CONSENT AGENDA

10.1. Official Community Plan Advisory Committee meeting minutes

- THAT Council receive the Official Community Plan Advisory Committee meeting minutes for information.

Council discussion:

- Councillor Bateman suggested the Climate-focused meeting with climate experts, identified in the minutes, would be beneficial to all of Council, staff and District Committee members to attend.
 - The Mayor encouraged this request to be put forward in a Notice of Motion at a future meeting.

Minutes for the Regular Council Meeting of the District of Sooke - March 8, 2021

2021-103

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:
THAT Item No. 10.1. be received 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

11. REPORTS

11.1. License of Occupation for the Sooke Harbour House Patio

The Director of Operations provided an overview of the written staff report requesting approval to execute a License of Occupation to permit a portion of the Sooke Harbour House patio, built on municipal road right-of-way, to remain and continue to be utilized.

2021-104

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to work with the Sooke Harbour House to draft a License of Occupation for Council consideration; and

THAT staff conduct an analysis to determine an appropriate annual fee for the License of Occupation.

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

11.2. Records Vault

The Corporate Officer provided an overview of the written staff report to modify the scope of the Vault Request for Proposal, resulting in an anticipated cost-savings from the original proposal.

2021-105

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council endorse the change in scope for the Vault Request for Proposal.

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. BYLAWS

12.1. Zoning Amendment Bylaw No. 797 (600-81), 2020 - 2504 Otter Point Road

A bylaw to amend the zoning on the property located at 2604 Otter Point Road from Rural Residential to Neighbourhood Rural Residential.

2021-106

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No. 797 (600-81), 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

12.2. Zoning Amendment Bylaw No. 801 (600-82), 2021 - 6671 Wadams Way

A bylaw to amend the zoning on the eastern half of the property located at 6671 Wadams Way to create a Comprehensive Development Zone.

2021-107

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No. 801 (600-82), 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

12.3. Zoning Amendment Bylaw No. 805 (600-83), 2021 & Development Variance Permit - 5126 Sooke Road

A bylaw to amend the zoning on the property located at 5126 Sooke Road from Rural to General Commercial, site-specific text amendment to the General Commercial zone, and the approval of a Development Variance Permit to vary the setback from a natural boundary of a pond.

2021-108

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Sooke Zoning Amendment Bylaw No. 805 (600-83), 2021; and
THAT Council approve the issuance of Development Variance Permit PLN01533, for the property located at 5126 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

Minutes for the Regular Council Meeting of the District of Sooke - March 8, 2021

13. NEW BUSINESS

13.1. Notice of Motion from Councillor Bateman

- For discussion at the March 26, 2021, Regular Council meeting

THAT Council direct staff and the Sooke Program of the Arts Committee to report back on the feasibility of creating a schedule of family-friendly public events and recreational opportunities in District parks through collaboration with SEAPARC, community groups and other potential partners.

14. CORRESPONDENCE REQUIRING ACTION

14.1. Property Assessed Clean Energy Program

Council discussion:

- Query as to whether this is an option in B.C., and if Sooke residents were able to access this tool?
 - Staff advised there is no confirmation of legislation in place to implement this program.

Mayor Tait declared a conflict of interest for Item No. 14.2. and requested it be moved to follow Council Verbal Reports, at which time she will leave the meeting.

15. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported:

- Participation in the Sooke in Transition - One Planet Conversation event.
- Attendance at the Land Use & Development Committee meeting.

Councillor Beddows reported:

- SEAPARC has been selected by Island Health as a Covid-19 immunization site, the multi-purpose room will be utilized allowing for programming to continue in the remainder of the facility.

Councillor Bateman reported:

- Attendance at the Community Health Networks learning days, regarding community health and wellness.
- Attendance at and work of the Climate Action Committee.

Councillor Lajeunesse reported:

- Attendance at the Community Economic Development Committee meeting.

Mayor Tait reported:

- Appreciation to community organizations working together to locate a site for Covid-19 immunization while considering community needs.
- Attendance at a Federation of Canadian Municipalities webinar supporting International Women's Day.

Minutes for the Regular Council Meeting of the District of Sooke - March 8, 2021

- Communication of the OCP visioning through various media sources and public speaking opportunities.
- BC Transit updates.
- The Health Committee terms of reference have been adopted and a plan has been made to meet every three (3) months.

Mayor Tait declared a conflict of interest as she is a parent utilizing the services mentioned in the correspondence and left the meeting at 8:31 p.m.

Deputy Mayor Logins Chaired the remainder of the meeting.

14.2. **Daycare Options in Sooke**

Council discussion:

- Councillor St-Pierre highlighted the rationale for this item being brought to a public meeting and spoke to the importance of daycare options in the community.
 - Staff advised that this particular property is currently listed for sale and staff are working to find solutions. Once an application is received, further work will be conducted.

16. **ADJOURNMENT**

2021-109

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

THAT Council adjourn the March 8, 2021, Regular Council meeting at 8:34 p.m.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
March 22, 2021 7:00 PM

*Electronic meeting in accordance with
Ministerial Order M192*

COUNCIL PRESENT:

Councillor Jeff Bateman
Councillor Al Beddows
Councillor Dana Lajeunesse
Councillor Ebony Logins (Deputy Mayor)
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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Mayor Maja Tait

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

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

3. MINISTERIAL ORDER M192

2021-110

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

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

Absent: Mayor Maja Tait

4. APPROVAL OF THE AGENDA

2021-111

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the March 22, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of supplemental information for Item No. 7.1. *Wild Wise Society - 2021 Projects.*

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

5. PUBLIC AND STATUTORY HEARINGS

5.1. Business Licence Bylaw No. 778, 2021

The Corporate Officer provided an overview of the written staff report highlighting that the new Business Licence Bylaw was generated to accommodate a shift in Sooke's business landscape, including various updates and modernization of the bylaw.

Public Input:

- Ellen Lewers, Sooke resident, expressed concerns with the ambiguity of and sought clarity for, the definition of Farm Stand versus Farm Retail. She also suggested Council consider the financial impact on small-scale farms if required to have a business license.

Staff advised the rationale for requiring business licenses is to ensure community safety and continuity amounts all businesses, regardless of their size or location. As well, the term unaltered refers to products that remain in their natural state and are unprocessed.

Council Discussion:

- All those participating at the local farmer's market will be required to obtain a business license, should they sell products altered from their natural state.
- The licensing requirements included in this bylaw are like those of neighbouring municipalities.
- Hesitation to proceed without further clarity regarding farm stand definitions.
- Desire to have more information on external agency regulations, such as the Agricultural Land Commission (ALR) and Vancouver Island Health Authority (VIHA), in relation to the proposed bylaw to ensure there is no jurisdictional conflict.

2021-112

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council postpone third reading Business Licence Bylaw No. 778, 2021, to a future meeting until further information can be presented by staff.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - March 22, 2021

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

Absent: Mayor Maja Tait

6. ADOPTION OF MINUTES

Minutes Council Meetings

2021-113

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

THAT the following meeting minutes be adopted as circulated:

- February 22, 2021 - Regular Council meeting
- March 8, 2021 - Regular Council meeting

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

7. DELEGATIONS

7.1. Wild Wise Society - 2021 Projects

Sam Webb, President of the Wild Wise Society, provided a summary of 2021 projects; including a seal haul out in the Sooke Basin, Purple martin nest and bat box construction and installation.

Council Discussion:

- Location for seal haul out has not been determined as Wild Wise is navigating legalities associated with structures being erected in the basin and stakeholder engagement is still underway.

8. RESOLVE INTO COMMITTEE OF THE WHOLE

2021-114

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

THAT Council resolve into Committee of the Whole to discuss agenda items carried forward from the cancelled March 15, 2021 Committee of the Whole meeting.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

8.1. **Sooke Region Communities Health Initiative**

Mary Dunn, Board Chair for the Sooke Region Communities Health Network (SRCHN), presented the Youth Program Feasibility and Sustainability Study which was conducted to assess the needs of local youth, identify program options, and establish a report for youth service providers in Sooke.

Council Discussion:

- Encouraging results from the study and appreciative to SRCHN for undertaking this project.

Public Input:

- Ellen Lewers, Sooke resident, provided alternative locations for youth to gather and encouraged programming for youth to seek addiction and mental health support.

8.2. **Silver Spray Fire Protection Agreement Renewal Options**

The Director of Community Safety provided an overview of the written staff report outlining renewal options of the Silver Spray Fire Protection Agreement, for the provision of fire protection, suppression services and emergency response to the residents of Silver Spray.

Public Input:

- There were no registered speakers or correspondence received from members of the public for this item.

Council Discussion:

- The contract has not been renewed because there were competing priorities for both the Fire Department and the Capital Regional District, leading to the rollover of the agreement in 2018.
- A significant reduction in the requisition to the East Sooke Fire Department will allow for investment in capital reserves.

2021-115

MOVED by Councillor Tony St-Pierre

THAT Committee of the Whole recommends Council accepts the Silver Spray Fire Protection Agreement Renewal Options Report for information; and

THAT Committee of the Whole recommends Council direct staff to draft a new *Silver Spray Fire Protection Agreement*, for presentation and discussion with the CRD, that reflects Option 2-Staff Recommendation.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

8.3. Green Lens/ Climate First Definition

The Chief Administrative Officer provided an overview of the written staff report requesting the use of the Integrated Climate Action for BC Communities Initiative (ACABCCA) term for Low Carbon Resilience as the definition for the District's green lens/climate first definition, to guide municipal decision-making and planning.

Council Discussion:

- The importance of establishing a resilient framework as it provides guiding principles with limited prescription, allowing for flexibility in finding the right path for each project.
- Assurances that additional resources will not be required at this time and staff will be incorporating the low-carbon resilience framework into the District in a variety of methods and activities.
- Implementation will begin with the current master plans.
- Carbon reduction target measurement will be conducted by utilizing the provincial act and regulations.
- The strategic planning framework and quarterly reviews will display where the Low Carbon Resilience tool was applied.

Public Input:

- Susan Belford, a Sooke resident, spoke to the importance of establishing a low carbon resilience approach and appreciates that the climate criteria provide a quality framework.

2021-116

MOVED by Councillor Tony St-Pierre

THAT the Committee of the Whole recommends Council formally adopt Low Carbon Resilience, as defined by the Integrated Climate Action for BC Communities Initiative, as the District of Sooke's definition of green lens/climate first.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

8.4. Food Truck Service in Parks

The Corporate Officer provided an overview of the written staff report for a pilot project allowing Food Trucks in select parks to provide an opportunity for residents and visitors to purchase food from vendors in municipal parks.

Council Discussion:

- Whiffin Spit park was not recommended as there is no suitable hardscaped location aside from already limited parking spaces.
- Concern regarding the consequences of close proximity to Food Trucks to local restaurants.

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- The Sooke Potholes park was not included due to the nature of the overlapping jurisdiction with the Capital Regional District, along with the concern of attracting wildlife to the area.
- Providing the opportunity for additional services will draw residents and visitors to explore our municipal parks.

Public input:

- There were no registered speakers or correspondence received from members of the public for this item.

2021-117

MOVED by Councillor Tony St-Pierre

THAT the Committee of the Whole recommends Council endorse the Food Truck Service in Parks program.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

2021-118

MOVED by Councillor Tony St-Pierre

THAT the Committee of the Whole recommends Council waive the daily commercial use fee of \$200.00, approve a monthly Food Truck Permit fee of \$250.00, and approve a Food Truck damage deposit fee of \$300.00.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

2021-119

MOVED by Councillor Tony St-Pierre

THAT the Committee of the Whole recommends Council direct staff to bring forward an amendment to the Fees and Charges bylaw.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

2021-120

MOVED by Councillor Jeff Bateman

THAT Council rises from Committee of the Whole.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

Minutes for the Regular Council Meeting of the District of Sooke - March 22, 2021

The meeting was recessed at 9:05 p.m.

The meeting was reconvened at 9:11 p.m.

9. COMMITTEE OF THE WHOLE RECOMMENDATIONS

9.1. Recommendations from the March 22, 2021 Committee of the Whole meeting

2021-121

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

THAT Council accepts the Silver Spray Fire Protection Agreement Renewal Options Report for information.

THAT Committee of the Whole recommends Council direct staff to draft a new *Silver Spray Fire Protection Agreement*, for presentation and discussion with the CRD, that reflects Option 2-Staff Recommendation.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

2021-122

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

THAT Council formally adopt Low Carbon Resilience, as defined by the Integrated Climate Action for BC Communities Initiative, as the District of Sooke's definition of green lens/climate first.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

2021-123

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

THAT Council endorse the Food Truck Service in Parks program;

THAT Council waive the daily commercial use fee of \$200.00, approve a monthly Food Truck Permit fee of \$250.00, and approve a Food Truck damage deposit fee of \$300.00; and

THAT Council directs staff to bring forward an amendment to the Fees and Charges bylaw.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

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10. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- There is a new Covid Restart grant program focused on strengthening community services; the Sooke Region Communities Health Network (SRCHN) is planning a project with the District submitting the application.

11. PUBLIC QUESTION AND COMMENT PERIOD

There were no registered speakers or correspondence received from members of the public.

12. CONSENT AGENDA

2021-124

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT agenda item 12.1 be approved by general consent.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

12.1. Correspondence

- THAT the correspondence received from Mar 8-17, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

13. REPORTS

13.1. ALR Non-Farm Use (Placement of Fill) Application - 2049 Harbourview Road

The Director of Planning & Development provided an overview of the written staff report to endorse the Non-Farm Use (Placement of Fill) Application for 2049 Harbourview Road to remediate alterations made to the property by placing fill in a portion of the property to improve the grade for safe agricultural use.

Council Discussion:

- Legislation for the transportation of off-site fill onto agricultural lands lies with the Agricultural Land Commission.

2021-125

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council forward this request for non-farm use - placement of fill PLN01550 at 2049 Harbourview Road legally described as "Lot 1, Block 15, Section 65, Sooke District, Plan 2434, Except Parcel A (DD 159009I) Thereof" to the Agricultural Land Commission with a recommendation for approval.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

14. NEW BUSINESS

14.1. Notice of Motion - Councillor Bateman

Council Discussion:

- Assurances that the District will function in a role of support and communication.

2021-126

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council direct District staff and the Sooke Program of the Arts Committee to report back on the feasibility of creating a schedule of family-friendly public events and recreational opportunities in District Parks through collaboration with SEAPARC, community groups and other potential partners.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

15. CORRESPONDENCE REQUIRING ACTION

15.1. Letters to Mayor and Council re: Property Assessed Clean Energy (PACE) and Helping Cities Lead Campaign

Council Discussion:

- This is an advocacy piece, requiring no funds or staff time to endorse the PACE program.
- Councillor Bateman has offered to craft a District of Sooke specific letter to be brought forward at an upcoming Committee of the Whole meeting, for further discussion.

2021-127

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council forwards the Property Assessed Clean Energy and Helping Cities Lead Campaign correspondence to a future Committee of the Whole meeting.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

Minutes for the Regular Council Meeting of the District of Sooke - March 22, 2021

15.2. **Letter from Honourable Mike Farnworth, Minister of Public Safety and Solicitor General**

Council Discussion:

- Acknowledgment of the successful advocacy for advanced road assessments being held in Sooke, pilot project, as the ministry supported a pilot project in the community.

2021-128

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

THAT Council receives the letter from the Honourable Mike Farnworth, for information.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

16. COUNCIL VERBAL REPORTS

Councillor Lajeunesse reported:

- Attendance at the virtual BC Economic Association Summit.

Councillor Bateman reported:

- Attendance at a pair of Age-Friendly Committee hosted sessions.
- Attendance at the Capital Regional District (CRD) Board of Directors meeting on behalf of the Mayor.

Deputy Mayor Logins:

- Offered appreciation and thanks to the Wastewater Department team.

17. ADJOURNMENT

2021-129

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

THAT Council adjourns the March 22, 2021, Regular Council meeting at 9:52 p.m.

CARRIED UNANIMOUSLY

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

Absent: Mayor Maja Tait

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
April 12, 2021 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 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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

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

2021-130

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

THAT this meeting be closed to the public under section 90(1)(e), (g) and (i) of the *Community Charter* as it pertains to the acquisition, disposition or expropriation of land, litigation or potential litigation, and legal advice.

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. 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

2021-131

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

6. APPROVAL OF THE AGENDA

2021-132

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the April 12, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of supplemental information for Item No. 7.1. *Development Permit with Variances for 2197 Otter Point Road & Development Permit for 2201 Otter Point Road.*
- Addition of supplemental information for Item No. 13.3. *Fire Protection Services Amendment Bylaw No. 815.*

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. PUBLIC AND STATUTORY HEARINGS

7.1. Development Permit with Variances for 2197 Otter Point Road & Development Permit for 2201 Otter Point Road

The Director of Planning & Development provided an overview of the written staff report for a Development Permit with Variance to construct two (2) three-story mixed-use commercial/residential buildings, with community amenity contributions including a new parking lot for John Phillips Memorial Park, electrical access to support community events, and an accessible separated pathway for pedestrians and cyclists.

Council discussion:

- Appropriate park identification and additional trail signage will be assessed and installed by the municipality.
- The lot coverage does not exceed the allowable maximum and includes underground parking.
- Electric Vehicle (EV) chargers are voluntary, and the developer has pre-wired connections for future connections.

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- Concerns with the amount of lot coverage consumed by parking and interest in seeing alternatives provided.
- Encouraging the use of eco-building solutions.

Graeme Mann, contractor and representative for the development, provided the following in response to Council's questions:

- The design concept was developed based on the District Housing Needs report.
- The development will utilize long-lasting materials and provide an aesthetically appealing exterior that will suit the area.
- Permeable concrete is being considered for the parking area.
- The riparian area will receive a significant improvement from its current state.

Public Input:

- Kara Hobbs, a Sooke resident, expressed concerns about the parking lot fracturing access to the park and encouraged the commercial businesses to be designed for accessibility by park users.

Council discussion:

- Community amenities will increase park usability.
- Assurance that the Sooke Country Market will be consulted.
- Desire to have park accessibility evaluated, from the municipal parking lot to the trail connection, to avoid the need to utilize Otter Point Road.

2021-133

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

THAT Council authorize the issuance of Development Permit with Variance application PLN01527, a permit to reduce required parking spaces, increase maximum height, increase maximum floor area and reduce the setback from natural boundaries of a wetland, for 2197 Otter Point Road for the purposes of allowing two (2) three-storey mixed-use residential/commercial buildings and landscaping.

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

2021-134

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

THAT Council authorize the issuance of Development Permit PLN01577, a permit to allow for the development of municipal facilities (parking lot) for 2201 Otter Point 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

2021-135

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council direct staff to investigate accessibility options between the two (2)
District owned parking lots.

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. Development Variance Permit - 2034 Maple Avenue South

The Director of Planning & Development provided an overview of the written staff report for a Development Variance Permit to facilitate a new residential duplex currently under construction.

Council discussion:

- The applicant took a calculated risk processing with construction on the property prior to the building permit being issued which resulted in the halt in construction and the need for a Qualified Environmental Professional to conduct an assessment of the riparian area's proximity to the property.

Public input:

- Bruce McMillian, a Sooke resident, spoke in support of the application.

2021-136

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council authorize the issuance of Development Variance Permit PLN01566 for 2034 Maple Avenue South, a permit to reduce the required setback to a natural boundary of a watercourse from 30m to 15m, for the purpose of facilitating a new residential duplex unit currently under construction on the property.

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 meeting was recessed at 8:20 p.m.

The meeting was reconvened at 8:26 p.m.

Minutes for the Regular Council Meeting of the District of Sooke - April 12, 2021

8. ADOPTION OF MINUTES

Minutes of meetings of Council

2021-137

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

THAT the minutes of the March 22, 2021, 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

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- The Council Strategic Priorities Chart is forthcoming to the next Committee of the Whole meeting.
- Sue Welke, the Community Economic Development Officer, has arrived and is settling into her role.

10. PUBLIC QUESTION AND COMMENT PERIOD

There were no registered speakers or correspondence received from members of the public.

11. CONSENT AGENDA

2021-138

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

THAT agenda Item 11.1. and 11.2. be approved 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

11.1. RCMP Monthly Update - February 2021

- **THAT** Council receive the February 2021 RCMP Monthly Report, for information.

ADOPTED BY CONSENT

11.2. Correspondence

- **THAT** the Correspondence from March 17-April 7, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

12. REPORTS

12.1. Church Road Corridor

The Director of Operations provided an overview of the written staff report recommending the District proceed with tendering two (2) of the three (3) components of the Church Road corridor improvements project: Highway 14 to Country Road and Country Road to Wadams Way portions. Postponing the Wadmas Way to north of Throup Road component will be considered in the 2022 budget deliberations.

Council discussion:

- Upgrades will be focused on improving sidewalks and widening Church Road and extending the existing turning land onto Highway 14.

2021-139

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council approve staff to proceed with tendering for Church Road corridor improvements from HWY 14 to Wadams Ways

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

12.2. Agricultural Land Commission (ALC) Bill 15

The Director of Planning & Development provided an overview of the written staff report, highlighting the interim options to address Agricultural Land Reserve exclusion proposals, as supported by the Land Use & Development Committee.

2021-140

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council support exclusion application requests that meet section 23(1) of the *Agricultural Land Commission Act*, and exclusions required as part of a municipal project; and

THAT all other landowner exclusion application requests will not be considered by the District of Sooke until after the adoption of the new Official Community Plan.

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

12.3. Communities in Bloom 2021

A report from the Sooke Program of the Arts (SPA) Committee recommending the District participated in the modified-for-COVID version of Communities in Bloom for 2021.

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2021-141

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to register Sooke as a BC Communities in Bloom "Friend's Community" (non-evaluated) in 2021.

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

12.4. Strengthening Communities' Services Grant application

A report to apply for a Strengthening Communities Services grant through the Union of British Columbia Municipalities, on behalf of the Sooke Shelter Society.

Council discussion:

- The T'Sou-ke First Nation community has a representative at the society meetings.
- The coordinator position will be temporary and utilized as an organizational role for the Sooke Shelter Society.

2021-142

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
That Council approve the District of Sooke application to the Strengthening Communities' Services program and direct staff to provide overall grant management.

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

12.5. UBCM CRI Grant Application - 2021 FireSmart Economic Recovery Fund

The Director of Community Safety provided an overview of the written staff report to access funding to hire a temporary, full-time FireSmart Coordinator for a one-year term. The position will lead a FireSmart program, offer information sessions to residents, and update the Community Wildfire Protection Plan.

2021-143

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council endorse a funding application to UBCM's Community Resiliency Investment (CRI) Program - 2021 FireSmart Economic Recovery Fund - for \$73,950.56 to support the District of Sooke FireSmart Initiative.

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

Minutes for the Regular Council Meeting of the District of Sooke - April 12, 2021

13. BYLAWS

13.1. Fees and Charges Amendment Bylaw No. 796

A bylaw to include fees for a monthly Food Truck Permit, Food Truck Damage Deposit for business operating on municipal property, and removal of the pre-application meeting fee.

2021-144

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council give first, second, and third reading to the bylaw cited as Fees and Charges Amendment Bylaw No. 796 (752-02), 2021

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

13.2. Revenue Anticipation Borrowing Bylaw No. 814

A bylaw required by the District's financial institution to provide the ability to borrow funds, if required, to meet current expenditures.

2021-145

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council give first, second and third reading to the bylaw cited as Revenue Anticipation Borrowing Bylaw No. 814, 2021.

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

13.3. Fire Protection Services Amendment Bylaw No. 815

The Director of Community Safety provided an overview of the written staff report outlining the options for the municipality to address outdoor burning and air quality concerns.

Council discussion:

- The month of November was selected to ensure the dry season of summer has passed to allow for safe burning.
- Once a yard waste management plan is in place, back yard burning will be reassessed.

Minutes for the Regular Council Meeting of the District of Sooke - April 12, 2021

2021-146

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council give first, second, and third reading to the bylaw cited as Fire Protection Services Amendment Bylaw No. 815 (292-8), 2021.

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. NEW BUSINESS

There were no new business items presented.

15. CORRESPONDENCE REQUIRING ACTION

15.1. Urban Economy Forum 2021

Council discussion:

- Although the website states early bird registration is closed, Council requested staff investigate and register those interested in attending.

2021-147

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council to direct staff to register the following members of Council for the 2021 Urban Economy Forum, with registration to come from Council Contingency:

- Mayor Tait
- Councillor St-Pierre
- Councillor Lajeunesse

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. COUNCIL VERBAL REPORTS

Councillor St-Pierre reported:

- Attendance at the Special and Regular Land Use & Development Committee meetings.

Councillor Bateman reported:

- Attendance at the Climate Action Committee meeting and advised of three motions coming forward to Council.
- Attendance at the Sooke Program of the Arts meeting.
- Attendance at the Land Use & Development Committee meeting.
- Attendance at the T'Sou-ke Housing Solutions Lab.

Minutes for the Regular Council Meeting of the District of Sooke - April 12, 2021

Councillor Lajeunesse reported:

- Attendance at the Sooke Program of the Arts Committee.
- Upcoming Community Economic Development Committee, meet and greet with the new Community Economic Development Officer.

Councillor Beddows reported:

- The upcoming SEAPARC meeting will include multi-use sport box conversations.
- Attendance at the Official Community Plan Advisory Committee meeting.

Mayor Tait reported:

- Meetings with local MLA on health, highways and housing.
- New businesses are setting up in the community and encouraged supporting local shops.
- Advocacy work with the Province on closing loopholes in recreational wolf hunting.

17. ADJOURNMENT

2021-148


MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council adjourns the April 12, 2021, Regular Council meeting at 9:30 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
Special Council Meeting
April 13, 2021 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
Raechel Gray, Director of Finance
Angel Chen, Deputy Director of Finance
Sarah Temple, Deputy Corporate Officer

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.

3. APPROVAL OF THE AGENDA

Mayor Tait welcomed applicants and reminded speakers of the 5-minute time allotment for presentations. Mayor Tait advised that Council would hear from all applicants and ask follow-up questions, but that dependent on time, Council may postpone deliberation regarding awarding of funds to a subsequent meeting. Staff will follow up with applicants regardless to advise of the next steps.

2021-20

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

THAT the agenda for the April 13, 2021 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

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4. PUBLIC QUESTION AND COMMENT PERIOD

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

5. REPORTS

Community Grant Applications 2021

- Staff Report

The Director of Finance gave an overview of the staff report, noting that all applications received were included in the agenda package for Council consideration and final reports had been submitted by organizations who have received prior funding.

5.1. Amber Academy

- Presentation from Applicant
- Council Q&A

Keli Dunn, representing Amber Academy, provided an overview of the organization's grant application and funding request for equipment to support arts programming for youth.

Council discussion:

- Clarification regarding alternate funding sources and prioritization of equipment in case of a revenue shortfall.

5.2. Bike Victoria Society

- Presentation from Applicant
- Council Q&A

Justine Bochenek, representing Bike Victoria Society, provided an overview of their organization and programs, highlighting a 2020 bicycle safety course offered at Poirier Elementary.

Council discussion:

- Ineligible costs listed in the budget document include coordinator fees and transportation costs.
- Ms. Bochenek responded that funding from an anticipated BC Gaming Grant can be used to cover costs that Sooke funding cannot.
- Clarification that the program will run in Sooke regardless of District funding and that the School District is not approached for potential funding.

5.3. Caravan Stage Society

- Presentation from Applicant
- Council Q&A

Paul Kirby, representing Caravan Stage Society, advised Council that due to increasing COVID-19 cases across the province and uncertainty regarding summer

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performances, the Caravan Stage Society will withdraw their application for Community Grant funding.

Councillor Bateman declared a conflict of interest and left the meeting at 7:38 p.m.

5.4. Edward Milne Community School Society

- Presentation from Applicant
- Council Q&A

Ashley Green, representing the EMCS Society, provided an overview of the Youth Engagement program, speaking specifically to the need for increased youth programming in Sooke and the successes of the program in previous years.

Council discussion:

- The majority of program expenses are to pay a coordinator. Wages are considered an ineligible expense in the Community Grant Policy.
- Clarification of costs for Biking Clinic and Tennis Clinic, which include advertising costs, lunches, and snacks.

Councillor Bateman returned to the meeting at 7:46 p.m.

5.5. FED Urban Agriculture Society

- Presentation from Applicant
- Council Q&A

Brianna Stewart, representing the Food Eco District (FED) Urban Agriculture Society provided an overview of their initiative to provide garden kits to Sooke residents, encouraging food sustainability practices.

Council discussion:

- Clarification of costs. Seeking funding for 50-60 garden kits for distribution in Sooke, at a cost of \$120 each (total cost \$6,000 - \$7,200) with the number of kits distributed scaled according to funding received.

5.6. Harmony Project Sooke

- Presentation from Applicant
- Council Q&A

Lorna Bjorklund, Richard Sharman, and Sheila Whincup representing Harmony Project Sooke showed a short video and provided an overview of their programs. The Harmony Project is seeking funds to begin a fourth strings class in 2021, including the purchase of necessary instruments.

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Council discussion:

- Prioritization of items should full funding request not be awarded.

5.7. Intermunicipal Advisory Committee on Disability Issues

- No presentation from Applicant
- Council Q&A

There was no presentation from a representative of the Intermunicipal Advisory Committee on Disability Issues and no Council discussion.

5.8. Kids Quest Childcare

- Presentation from Applicant
- Council Q&A

Mandy Kler, representing Steps to the Future Childcare Society, spoke on behalf of the organization, outlining a general need for funding including a new van, equipment, and advertising costs to fill childcare spaces for older children.

Council discussion:

- Clarification that the applicant is seeking \$7,000.
- Staffing costs listed on the application form are ineligible expenses.
- Plans for long-term program sustainability.

5.9. Navy League of Canada - Sooke Branch

- Presentation from Applicant
- Council Q&A

Lisa Simmonds, representing the Navy League of Canada, Sooke Branch provided an overview of the Biathlon program the organization is hoping to implement.

Council discussion:

- Confirmation that the cadet program is offered for no cost and that the Sooke Branch is prohibited from asking parents to cover costs for supplemental programming.
- Clarification that the program can be scaled according to funding received.
- Suggestion that local service organizations may be willing to contribute.

5.10. NEED 2 Suicide Prevention Education & Support

- Presentation from Applicant
- Council Q&A

Maria Weaver, representing NEED2 Suicide Prevention, Education, and Support provided a PowerPoint presentation and overview of services offered by the organization.

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Council discussion:

- Impact of COVID on mental health.
- Clarification that all regional municipalities are approached for funding and that the organization tailors the amount they ask for based on the number of students they are able to reach in local schools.
- Additional funding above the amount requested would be used to support volunteers and increase the ability to meet service demands.

The Special Council meeting was recessed from 8:31 - 8:36 p.m.

5.11. Royal Canadian Legion

- Presentation from Applicant
- Council Q&A

Merle Fulton, representing the Royal Canadian Legion, provided an overview of their grant application seeking funding for an automatic door opener to assist patrons with mobility issues. Ms. Fulton stated that the Legion is open to members of the public but limited currently to patio service only due to COVID-19 restrictions.

Council discussion:

- Questions regarding recent replacement of chair lift and possible elevator to the second floor.
- Clarification that kitchen sales are the main source of revenue that can be used for a door opener.

5.12. Sooke Bike Club

- Presentation from Applicant
- Council Q&A

Heather Rose, representing the Sooke Bike Club, provided an overview of their application and request for support to train members in trail construction and maintenance.

Council discussion:

- Clarification regarding expenses listed in the application. Instructor fees are included in both "Trail Holistics" workshops.
- Discussion regarding instructor fees and costs to operate a course vs. wages for organizational staff. Debate as to whether a third-party contractor fee is an eligible expense under the Community Grant Policy.
- Ms. Rose stated that landowners are responsible for signage and maps of existing trails.

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Councillor Logins declared a conflict of interest, as her mother is the Executive Director of the Sooke Family Resource Society, and left the meeting at 8:46 p.m.

5.13. Sooke Family Resource Society - Caring for Community

- Presentation from Applicant
- Council Q&A

Louise Parkinson, representing the Sooke Family Resource Society, provided a PowerPoint presentation and summary of research regarding the effects of the COVID-19 pandemic on mental health. Sooke Family Resource Society provides mental health services via their Caring for Community program.

Council discussion:

- Effects of COVID-19 on alternate sources of funding. Ms. Parkinson stated that funding has been reduced as resources are directed into specific COVID relief programming. Ms. Parkinson further stated that municipal support is viewed positively by other funding sources.

5.14. Sooke Family Resource Society - Prenatal Programming

- Presentation from Applicant
- Council Q&A

Daphne Raymond, representing the Sooke Family Resource Society, provided an overview of prenatal programming offered by the organization and their request for community grant funding.

Council discussion:

- Effects of COVID-19 on alternate sources of funding. Clarification that no provincial funding is received.

5.15. Sooke Family Resource Society - Youth Navigator

- Presentation from Applicant
- Council Q&A

Louise Parkinson, representing the Sooke Family Resource Society, provided a PowerPoint presentation and overview of the Youth Navigator program, which has seen an increase in demand, and extension of waitlist times, during the COVID-19 pandemic.

Council discussion:

- Youth Engagement Summary recently presented to Council from Sooke Region Communities Health Network indicated a lack of services for youth.
- Discussion of alternate sources of funding.
- Clarification that Sooke Family Resource Society has not previously had a Service Agreement with the District of Sooke.

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

5.16. Sooke Festival Society

- Presentation from Applicant
- Council Q&A

Peter Jonassen, representing the Sooke Festival Society, provided Council with an overview of the request for funding to host a virtual version of the 6th Annual Sooke Music Festival.

Council discussion:

- Clarification that expenses for performers can be paid from Canadian Heritage funding and that District of Sooke funds would be used for eligible expenses only.

5.17. Sooke Harbour Players

- Presentation from Applicant
- Council Q&A

There was no presentation from a representative of the Sooke Harbour Players Society, and no Council discussion.

5.18. Sooke Region Food CHI

- Presentation from Applicant
- Council Q&A

Anita Wasiuta, representing Sooke Region Food CHI, provided an overview of the organization's request for funding to help create a documentary regarding the origins of Sooke Region Food CHI, to celebrate its successes and the spirit of volunteerism, and to promote local food.

Council discussion:

- Clarification regarding alternate sources of funding.
- Discussion regarding videographer honorarium as an eligible expense.

5.19. Sooke Shelter Society

- Presentation from Applicant
- Council Q&A

Shadley Taylor, representing the Sooke Shelter Society, provided an overview of the organization's request for funding to provide direct support to people experiencing homelessness in the community.

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Council discussion:

- Increased number of people experiencing homelessness. Clarification that the majority are Sooke residents.
- The District of Sooke is serving as a fiscal host for an application by the Sooke Shelter Society to the UBCM Strengthening Communities fund. Ms. Taylor stated that the organization expects to hear if this application has been successful shortly.
- Discussion of possible conditional Community Grant funding, dependant on results of the alternate funding application.

5.20. Sooke Tennis and Pickleball

- Presentation from Applicant
- Council Q&A

Marilyn Erickson, representing Sooke Tennis and Pickleball, provided Council with an overview of the current condition of Sooke's local tennis courts, and the organization's request for funding. Ms. Erickson also spoke regarding the increasing popularity of the sport, especially among seniors.

Council discussion:

- SEAPARC installing a multi-sport box in Sunriver. Ms. Erickson confirmed there are no plans for pickleball in this location at this time.
- Acknowledgment of fundraising efforts.
- Prioritization of expenses should full funding request not be awarded.
- Confirmation that collection of user fees is not supported by the Sooke Community Association, who are the owners of the tennis courts.

Councillor Bateman declared a conflict of interest as he is a member of the Sooke Region Multi-Belief Initiative, and left the meeting at 9:39 p.m.

5.21. Sooke Transition Town Society

- Presentation from Applicant
- Council Q&A

Mark Ziegler, representing Sooke Transition Town Society, spoke regarding the work of the Sooke Region Multi-Belief Initiative, the Charter for Compassion, and the Compassionate Action Plan endorsed by the District of Sooke. Mr. Ziegler stated that Transition Sooke, which is the parent organization of the Sooke Region Multi-Belief Initiative, is seeking funds to produce an informational video.

Councillor Bateman returned to the meeting at 9:44 p.m.

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5.22. Sunriver Community Gardens - Irrigation

- Presentation from Applicant
- Council Q&A

Christine Eastgaard, representing the Sunriver Community Gardens, provided a PowerPoint presentation and overview of the organization's request for funding to install irrigation infrastructure. Ms. Eastgaard explained that the Sunriver Community Gardens has recently become its own registered society after previously operating under the umbrella of Sooke Region Food CHI.

Council discussion:

- Confirmation that the community gardens largely funded by membership fees.
- Suggestion to request donations from local businesses and individuals.

5.23. Sunriver Community Gardens - Meals on Wheels

- Presentation from Applicant
- Council Q&A

Christine Eastgaard, representing the Sunriver Community Gardens, continued her PowerPoint presentation and spoke to the organization's proposed new partnership to provide fresh, local produce to Meals on Wheels. The community garden previously had a successful partnership with the Sooke Food Bank that was discontinued in 2019.

5.24. T'Sou-ke First Nation

- No presentation from Applicant
- Council Q&A

There was no presentation from a representative of the T'Sou-ke Nation and no Council discussion.

5.25. Vancouver Island South Film & Media Commission

- Presentation from Applicant
- Council Q&A

Brian Globus, representing the Vancouver Island South Film & Media Commission, thanked Council for their previous support and provided an overview of the organization's work promoting the Victoria region as a year-round filming destination to both domestic and international firms. Mr. Globus provided examples of movies and TV series filmed in Sooke in the past several years.

Council discussion:

- Economic benefit of the film industry to the region.
- Clarification regarding financial information provided that shows organizational deficit. Mr. Globus stated that additional funding had recently been secured for COVID salary relief and that updated financial information could be supplied.
- Specific expenses that District of Sooke funding would be used for.

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5.26. **Victoria Brain Injury Society**

- Presentation from Applicant
- Council Q&A

There was no presentation from a representative of the Victoria Brain Injury Society and no Council discussion.

2021-21

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council postpone deliberation of 2021 Community Grant applications to a Special Council meeting on Tuesday, April 27, 2021 at 7:00 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

6. **ADJOURNMENT**

2021-22

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT the April 13, 2021 Special Council meeting be adjourned at 10:25 p.m.

CARRIED UNANIMOUSLY

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

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
April 26, 2021 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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-152

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

THAT this meeting be closed to the public under section 90(1)(e), (g), (i) and (k) of the *Community Charter* as it pertains to the acquisition, disposition or expropriation of land, litigation or potential litigation, legal advice, and the proposed provision of a municipal service.

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

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

2021-153

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

2021-154

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the April 26, 2021, 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

7. ADOPTION OF MINUTES

Council Meeting Minutes

2021-155

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council adopt the minutes from the April 19, 2021, 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

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer had no updates to provide.

9. PUBLIC QUESTION AND COMMENT PERIOD

The following member of the public provided comments:

- Jill Hickson, a Sooke resident, spoke in support of Item No. 11.5. *Sunriver Community Gardens*.

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10. CONSENT AGENDA

2021-156

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Items No. 10.2. and 10.3. 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

10.2. RCMP Monthly Report

- THAT the RCMP Monthly Mayor's report for March 2021, be received for information.

ADOPTED BY CONSENT

10.3. Correspondence

- THAT the correspondence received from April 2-20, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

2021-157

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT the third and fourth bullets of Item No. 10.1. be pulled for discussion; and
THAT the remaining bullets 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

10.1. Committee of the Whole Recommendations from April 19, 2021

- THAT the Committee of the Whole recommend Council appoint Councillor Bateman as the Council Liaison, to the Sooke Homelessness Coalition.
- THAT the Committee of the Whole recommend Council receive the Homelessness in the Sooke Region report for information.
- THAT the Committee of the Whole recommend to Council that \$7,500 be drawn from the Carbon Tax Rebate Reserve Fund to hire communications consultant Denise Withers to assist the Education & Engagement Working Group and the District's Communications Coordinator in the design and launch of the first steps in a climate action citizen-mobilization campaign.
- THAT the Committee of the Whole recommends Council adopt CO-11 Public Interest Disclosure Policy; and
THAT the Committee of the Whole recommends Council rescind Whistleblower Policy 7.12, 2011.
- THAT the Committee of the Whole recommend Council receive the Strategic Priorities Chart quarterly update for March 31, 2021, as information.

ADOPTED BY CONSENT

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CONSIDERATION OF MATTERS REMOVED FROM CONSENT AGENDA

10.1. **Committee of the Whole Recommendations from April 19, 2021**

- Discussion on third & fourth bullets.

Council discussion:

- The GHG emission reduction goal appears unrealistic without an established tangible target and further specifics on how the District can achieve a seven percent reduction over a yearly basis.

2021-158

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

THAT Council receive the following recommendation:

- THAT the Committee of the Whole recommend to Council that Sooke's emissions reduction target be set as follows: a 50% cut from 2018 GHG emission levels, by 2030 or 7% per year. This target should be in effect until supplanted by an equivalent or stronger target in the OCP.

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

Council discussion:

- Concerns with the delaying the Official Community Plan timeline with a joint committee meeting as the consultant has been providing collected information and is developing a draft document.
- The development of the plan should be a collaborative process.
- Best efforts should be made to connect and meet timelines, to ensure the OCP schedule is not delayed.

2021-159

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

THAT Council receive the following recommendation:

- THAT the Committee of the Whole recommend to Council that the CAC's Data Working Group meets with the OCP Advisory Committee, Sooke planning staff and the representative from Sustainable Solutions Group to discuss GHG target setting in the OCP and provide our advice on what this OCP target should be.

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. REPORTS

11.1. Service Agreement Update

The Director of Finance provided an overview of the current Service Agreements the District holds with external organizations.

Council discussion:

- Concerns with limited financial disclosure from organizations and the lack of transparency related to the utilization of previously allocated funding.
- Further information requested funding provided to support Municipal and Regional District Tax (hotel tax) from the Sooke Region Tourism Association (SRTA).
- Two-year agreements allow organizations to budget appropriately and conduct longer-term planning.

2021-160

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council postpone receipt of the Service Agreement Update report until all applicable information is made 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

2021-161

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council direct staff to enter into a 2-year Service Agreement with the Sooke Region Chamber of Commerce for \$28,150 in 2021 and \$28,713 in 2022.

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

11.2. Strata Title Conversion Approval - 7002 Brailsford Place

The Director of Planning & Development provided an overview of the written staff report supporting the registration of a strata plan for the property located at 7002/7004 Brailsford Place to convert the existing duplex into two strata units.

Council discussion:

- The duplex was sold and occupied, before the registration of the duplex as a strata, which now requires Council's approval for the conversion.
- Concern about lack of protection for tenants, but aware that regardless of the conversion, the property owners choose whether to maintain the house as a rental or not.

2021-162

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council approve the strata title conversion of previously occupied duplex on the property legally described as LOT 19, SECTION 21, SOOKE DISTRICT, PLAN EPP82219 (7002/7004 Brailsford Place); and

THAT Council authorize the Mayor to sign the approval for the strata plan once staff confirms the survey has been updated with the relevant sections of the *Strata Property Act*.

CARRIED.

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

11.3. Strata Title Conversion Approval - 7691, 7687, 7683 West Coat Road

The Director of Planning & Development provided an overview of the written staff report, to allow for the registration of three single-family dwellings and advised that due to the current buildings being previously occupied Council's approval is required for the strata title conversion.

2021-163

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council approve the strata title conversion of previously occupied buildings on the property legally described as LOT A SECTION 27 OTTER DISTRICT PLAN EPP84398 (7691, 7687 and 7683 West Coast Road); and

THAT Council authorize the Mayor to sign the approval for strata plan EPS5183.

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

11.4. Development Approval Program Project Grant Application

The Director of Operations provided an overview of the written staff report requesting approval to apply for a UBCM-Local Government Approvals Program grant to improve efficiencies and the effectiveness of the current Subdivision and Development approval processes.

Council discussion:

- Should the grant application not be successful the project will be brought to Council in phases for review and financial impacts considered.
- Importance of informing the development community of the project.

2021-164

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council support the proposed Development Approvals Program Project for the District of Sooke; and

THAT Council direct Staff to submit a grant application to the UBCM - Local Government Development Approvals Program up to an amount of \$494,270 to fund the District's Development Approvals Program Project and provide overall grant management accordingly.

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

11.5. Sunriver Community Gardens

The Chief Administrative Officer (CAO) provided an overview of the written staff report, suggesting the approval of a License of Occupation Agreement for the use of the Sunriver Allotment Gardens.

A request was made by the CAO to amend the proposed recommendation, following the publication of the agenda, to add a point, as #5 in Schedule A - Appendix 2, reading: "The community spaces will remain as park-like areas for visitors and appropriate events at the Sunriver Community Gardens and Community Orchard".

2021-165

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council approve the 2021 License of Occupation Agreement with the Sooke Region Food CHI Society (S-54168) at the Sunriver Community Gardens, with the addition of "The community spaces will remain as park-like areas for visitors and appropriate events at the Sunriver Community Gardens and Community Orchard", as point 5 to Schedule A-Appendix 2.

THAT Council approve the 2021 License of Occupation Agreement with the Sunriver Allotment Garden Society (S-0074156) at the Sunriver Community Gardens, with the addition of "The community spaces will remain as park-like areas for visitors and appropriate events at the Sunriver Community Gardens and Community Orchard", as point 5 to Schedule A-Appendix 2.

THAT Council authorizes the Chief Administrative Officer and Corporate Officer to execute the License of Occupation Agreements subject to legal review and any required Notice of Disposition.

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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12. BYLAWS

12.1. Fees and Charges Amendment Bylaw No. 796 (752-02), 2021

A bylaw to add fees for Food Trucks and remove the fee for pre-application meetings.

2021-166

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Fees and Charges Amendment Bylaw No. 796 (752-02), 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

12.2. Revenue Anticipation Borrowing Bylaw No. 814, 2021

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

2021-167

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as Revenue Anticipation Borrowing Bylaw No. 814, 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

12.3. Fire Protection Services Bylaw No. 815 (292-8), 2021

A bylaw to reduce the burning season and increase ventilation index requirements.

2021-168

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Fire Protection Services Bylaw No. 815 (292-8), 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

12.4. Business Licence Bylaw No. 778, 2021 - Additional Information

The Director of Corporate Services provided an overview of the written staff report, providing clarity on concerns around "farm stands" and laid out the requirements for farm-related businesses required to obtain a business license.

Minutes for the Regular Council Meeting of the District of Sooke - April 26, 2021

Council discussion:

- Concerns with additional expenses and impact for small farmers. There was a desire to waive the fee for farm stands while still maintaining the requirement for a business license.
- The intent and purpose of a business license are to ensure the zoning, building and safety requirements of the municipality are met, for the business to safely operate and offer the consumer the benefits of knowing the facility has been inspected and registered.
- Support for the reduction of barriers for local farmers to supply local products to the community.
- The license supports businesses with their financing, insurance, import/export requirement.
- A definition for "processing" could be added to the bylaw, as an amendment at the third reading. This would provide clarity around the definition of unaltered products.

2021-169

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

THAT Council receive the Business Licence Bylaw 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

2021-170

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

THAT Council amend third reading of the Business Licence Bylaw No. 778, 2021, to require farm stands to obtain a business license, with no required fee.

POSTPONED

Staff advised that the bylaw would need to be reworked, prior to the proposed amendment, and further direction provided from Council on section 44 of the bylaw.

Council discussion:

- Concerns with amending the bylaw without specific amendments and information available.

2021-171

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

THAT Council postpone consideration of third reading of the bylaw cited as Business Licence Bylaw No. 778, 2021, and direct staff to bring back options regarding farm stands.

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

Minutes for the Regular Council Meeting of the District of Sooke - April 26, 2021

12.5. Property Tax Rate Bylaw No. 816, 2021

The Director of Finance provided an overview of the written staff report to implement the 2021 tax rates for the municipality.

2021-172

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

THAT Council give first, second and third reading to the bylaw cited as *Property Tax Rate Bylaw No. 816, 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. NEW BUSINESS

13.1. South Island Prosperity Project - Voting Delegate

Mayor Tait provided an overview of the report requesting a Council approve an alternative designate member to represent the District with the South Island Prosperity Partnership (SIPP).

2021-173

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

THAT Council designates Councillor Dana Lajeunesse 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 Dana Lajeunesse, Councillor Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

14. CORRESPONDENCE REQUIRING ACTION

14.1. Property Assessed Clean Energy (PACE) & Helping Cities Lead Campaign

Councillor Bateman provided an overview of the provided material, which included letters tailored for the District of Sooke and requested Council's endorsement to have the Mayor sign.

2021-174

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

THAT Council authorize the Mayor to sign the letter supporting the Help Cities Lead campaign and PACE BC.

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. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- The OCP Advisory Committee's contributions have been collected by the consultant and a draft Official Community Plan should be prepared in the coming months.

Councillor Bateman reported:

- Attendance at the OCP Advisory Committee meeting.
- Attendance at the Community Economic Development Committee meeting.
- Attendance at the Climate Action Committee meeting.
- Attendance at the EMCS Society meeting.
- The Victoria Family Court is working towards formalizing a relationship with the Capital Regional District (CRD).

Councillor Lajeunesse reported:

- Attendance at the Community Economic Development Committee meeting.

Councillor St-Pierre reported:

- Attendance at the Land Use and Development Committee meeting.

Mayor Tait reported on:

- Downloading of 911 (Ecomm) and the related advocacy work.
- Requirements for advocacy related to Fire Service Dispatch.
- Upcoming guest speaker at the Rotary Club.
- Guest speaking opportunity at the LGLA-CEO Forum.
- Formalizing the relationship with the Mayor of Natori.
- Attendance at Sooke Elementary for a literacy week virtual reading.
- Wolves' advocacy

16. ADJOURNMENT

2021-175

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

THAT the April 26, 2021, Regular Council meeting be adjourned at 8:52 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
April 27, 2021 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:

Norm McInnis, Chief Administrative Officer
Raechel Gray, Director of Finance
Angel Chen, Deputy Director of Finance
Sarah Temple, Deputy Corporate Officer

ABSENT:

Councillor Ebony Logins

1. CALL TO ORDER

Mayor Tait called the Special 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

2021-176

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

THAT the agenda for the April 27, 2021 Special Meeting of Council, be adopted with the addition of "Process Discussion" as Item #5.

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

4. PUBLIC QUESTION AND COMMENT PERIOD

Council heard from the following members of the public:

- Sifu Moonfist, stated his support for the Community Grant program.

5. PROCESS DISCUSSION

Mayor Tait requested a roundtable discussion regarding the deliberation process.

Council discussion:

- Consideration of COVID Safe Restart Reserve Fund to fund applications that fall under the eligibility criteria of "services to vulnerable populations."
- Council to discuss applications that can be funded from alternate sources before debating award of funds from 2021 Community Grant budget.

2021-177

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

THAT Council fund the following Community Grant requests from the COVID Safe Restart Reserve Fund:

- FED Urban Agriculture Society - \$5,000
- Sooke Family Resource Society, Prenatal Programming - \$7,000
- Sooke Family Resource Society, Caring for Community - \$7,000
- Sooke Family Resource Society, Youth Navigator - \$7,000
- Sooke Shelter Society - \$7,000
- Sunriver Community Gardens, Meals on Wheels - \$725

TABLED

Proposed amendment to the Main Motion:

2021-178

MOVED by Councillor Megan McMath:

THAT Motion 2021-177 be amended by removing "FED Urban Agriculture Society" and "Sunriver Community Gardens, Meals on Wheels", and adding "NEED2 Suicide Prevention, Education, and Support."

NOT SECONDED

2021-179

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

THAT Council table consideration of Motion 2021-177.

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

2021-180

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

THAT Council fund the following Community Grant requests from Council Contingency:

- Intermunicipal Advisory Committee on Disability Issues - \$200
- NEED2 Suicide Prevention, Education, and Support - \$1,700
- Vancouver Island South Film and Media Commission - \$2,000

AMENDED

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Council discussion:

- Consideration of organizations based in Sooke vs. organizations providing services to Sooke residents.

Proposed amendment to the Main Motion:

2021-181

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Motion 2021-180 be amended by adding "Victoria Brain Injury Society - \$2,300"
DEFEATED.

In Favour: Councillor Tony St-Pierre and Councillor Dana Lajeunesse

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

Absent: Councillor Ebony Logins

Council discussion:

- Impact of COVID-19 on mental health and organizations providing mental health services.
- NEED2 Suicide Prevention, Education, and Support to be considered independently.

Second Amendment to the Main Motion:

2021-182

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Motion 2021-180 be amended to remove NEED2 Suicide Prevention, Education, and Support"

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

Main Motion as Amended:

2021-183

THAT Council fund the following Community Grant requests from Council Contingency:

- Intermunicipal Advisory Committee on Disability Issues - \$200
- Vancouver Island South Film and Media Commission - \$2,000

TABLED

2021-184

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council table consideration of the main motion as amended.

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. REPORTS

Community Grant Applications 2021

Council discussed individual Community Grant applications and proposed initial funding amounts for each organization.

- **6.1. Amber Academy - \$4,050**
- **6.2. Bike Victoria Society - \$1,300**
- **6.3. Caravan Stage Society - Withdrew application**

Councillor Bateman declared a conflict of interest due to his involvement with the EMCS Society and the Sooke Region Multi-Belief Initiative and left the meeting at 7:55 p.m.

Council discussed the following Community Grant applications and proposed initial funding amounts:

- **6.4. Edward Milne Community School Society - \$3,500**
- **6.5. Sooke Transition Town Society - \$750**

Councillor Bateman returned to the meeting at 7:58 p.m.

Council discussed the following Community Grant applications and proposed initial funding amounts:

- **6.6. FED Urban Agriculture Society - proposed for COVID Safe Restart funding**
- **6.7. Harmony Project Sooke - \$3,500**
- **6.8. Intermunicipal Advisory Committee on Disability Issues - proposed for Council Contingency funding**
- **6.9. Kidsquest Childcare - \$2,000**
 - Discussion as to whether funding request meets Community Grant Policy criteria.
- **6.10. Navy League of Canada, Sooke Branch - \$1,000**
- **6.11. NEED2 Suicide Prevention, Education, & Support - to be considered as a stand-alone item.**
- **6.12. Royal Canadian Legion - \$6,000**
- **6.13. Sooke Bike Club - \$5,000**
- **6.14. Sooke Family Resource Society, Caring for Community - proposed for COVID Safe Restart funding**
- **6.15. Sooke Family Resource Society, Prenatal Programming - proposed for COVID Safe Restart funding**
- **6.16. Sooke Family Resource Society, Youth Navigator - proposed for COVID Safe Restart funding**
- **6.17. Sooke Festival Society - \$1,000**
 - Discussion of virtual event format.
- **6.18. Sooke Harbour Players - \$2,000**
- **6.19. Sooke Region Food CHI - \$1,600**

Minutes for the Special Council Meeting of the District of Sooke - April 27, 2021

- **6.20.** Sooke Shelter Society - proposed for COVID Safe Restart funding
- **6.21.** Sooke Tennis and Pickleball - \$5,000
 - Recent conversation indicates this is the amount required to complete the project.
- **6.22** Sunriver Community Gardens, Irrigation - \$0
 - Donation of materials have met the organization's needs.
- **6.23.** Sunriver Community Gardens, Meals on Wheels - proposed for COVID Safe Restart funding
- **6.24.** T'Sou-ke First Nation - \$2,000
- **6.25.** Vancouver Island South Film and Media Commission - proposed for Council Contingency funding
- **6.26.** Victoria Brain Injury Society

Council reviewed the total amount of funds proposed and discussed options for the remaining funds. Increases were proposed for the following organizations.

- Harmony Project to increase to \$4,000
- Sooke Festival Society to increase to \$3,000
- T'Sou-ke Nation to increase to \$5,000
- Navy League of Canada to increase to \$2,000
- Sooke Tennis and Pickleball to increase to \$6,000
- Sooke Harbour Players to increase to \$3,000

Councillor Bateman declared a conflict of interest due to his involvement with the EMCS Society and Sooke Region Multi-Belief Initiative and left the meeting at 8:19 p.m.

2021-185

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council award the following funds from the 2021 Community Grant budget:

- Edward Milne Community School Society - \$3,500
- Sooke Transition Town Society - \$750

CARRIED UNANIMOUSLY

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

Absent: Councillor Jeff Bateman and Councillor Ebony Logins

The meeting was recessed from 8:20 - 8:25 p.m.

Councillor Bateman returned to the meeting at 8:25 p.m.

2021-186

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council award the following funds from the 2021 Community Grant budget:

- Amber Academy - \$4,050

Minutes for the Special Council Meeting of the District of Sooke - April 27, 2021

- Bike Victoria Society - \$1,300
- Harmony Project Sooke - \$4,000
- Kids Quest Childcare - \$2,000
- Navy League of Canada, Sooke Branch - \$2,000
- Royal Canadian Legion - \$6,000
- Sooke Bike Club - \$5,000
- Sooke Festival Society - \$3,000
- Sooke Harbour Players - \$3,000
- Sooke Region Food CHI - \$1,600
- Sooke Tennis and Pickleball - \$6,000
- T'Sou-ke First Nation - \$5,000
- Victoria Brain Injury Society - \$2,300

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

Consideration of Motion 2021-117

2021-177

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council fund the following Community Grant requests from the COVID Safe Restart Reserve Fund:

- FED Urban Agriculture Society - \$5,000
- Sooke Family Resource Society, Prenatal Programming - \$7,000
- Sooke Family Resource Society, Caring for Community - \$7,000
- Sooke Family Resource Society, Youth Navigator - \$7,000
- Sooke Shelter Society - \$7,000
- Sunriver Community Gardens, Meals on Wheels - \$725

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

Consideration of Motion 2021-183

2021-183

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council fund the following Community Grant requests from Council Contingency:

- Intermunicipal Advisory Committee on Disability Issues - \$200
- Vancouver Island South Film and Media Commission - \$2,000

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

Minutes for the Special Council Meeting of the District of Sooke - April 27, 2021

6.11 NEED2 Suicide Prevention, Education, and Support

Council discussion:

- Impact of COVID on mental health and desire to increase funding to NEED2 Suicide Prevention, Education, and Support.
- If COVID Safe Restart Funding can't be used to fund above the amount requested, funds can come from Council Contingency.

2021-187

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

THAT Council fund the following from the COVID Safe Restart Reserve Fund:

- NEED2 Suicide Prevention, Education and Support - \$3,500

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

6.14. Sooke Family Resource Society, Caring for Community

6.15. Sooke Family Resource Society, Prenatal Programming

6.16. Sooke Family Resource Society, Youth Navigator

Council discussion:

- Long-standing Sooke organization offering essential services.
- Impact of Provincial downloading and need for continued advocacy.

2021-188

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

THAT Council direct staff to bring forward a staff report to consider a draft service agreement with the Sooke Family Resource Society starting in the 2022 fiscal year.

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

Council discussion:

- Value of providing a stable source of funding to organizations with ongoing needs.

2021-189

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

THAT Council direct staff to bring forward a staff report with options for service agreements or line items for the VI Film Commission, NEED2, and IACDI.

CARRIED UNANIMOUSLY

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

Minutes for the Special Council Meeting of the District of Sooke - April 27, 2021

Absent: Councillor Ebony Logins

7. NEW BUSINESS

There were no New Business items presented.

8. ADJOURNMENT

2021-190

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

THAT the April 27, 2021 Special Council meeting be adjourned at 9:09 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
May 10, 2021 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 (arrived at 7:08 pm)
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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-191

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

THAT this meeting be closed to the public under section 90(1), (e), and (l) of the *Community Charter* as it pertains to the acquisition, disposition or expropriation of land and discussions respecting measures and progress reports for the purposes of preparing an annual report.

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

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

2021-192

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

Minutes for the Regular Council Meeting of the District of Sooke - May 10, 2021

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

6. APPROVAL OF THE AGENDA

2021-193

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

THAT the agenda for the May 10, 2021, Regular Meeting of Council, be adopted as amended:

- Item No. 14.1. *Business Licence Bylaw No. 778, 2021-Additional Information*, be moved for discussion before Item No.13.8. *Outstanding Business Licence fees*.
- Item No. 13.7. *Official Community Plan - Scope & Direction* be moved for discussion before Item No. 13.6. *Proposed Amendment to Official Community Plan Advisory Committee Terms of Reference*.

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. PUBLIC AND STATUTORY HEARINGS

7.1. Development Variance Permit PLN01581 - 2081 Charters Road

The Director of Planning & Development provided an overview of the written staff report to permit the recent additions to an existing single-family dwelling; enclosing a garage, converting a deck and constructing a new deck with an exterior staircase.

Councillor McMath arrived at 7:08 p.m.

Council discussion:

- With the approval of the variance, staff would ensure all aspects of the building met code compliance and building requirements for occupancy.
- The past documentation identifies the building as a duplex; however, the alternations intend to legitimize the property in its entirety for a single-family dwelling with one (1) suite.

Public input:

- Tim Norris, the applicant, provided a history of the property and how the renovations have led to this requested variance. Mr. Norris advised that the property is his primary residence, and the renovations are to accommodate his family.

Minutes for the Regular Council Meeting of the District of Sooke - May 10, 2021

Council discussion:

- Discrepancy regarding the dated site survey (dated) and without an approved no way to verify.
- Completing the renovations will improve the property and drainage concerns.
- The footprint of the new structure aligns with the previous garage location.

2021-194

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council authorize the issuance of Development Variance Permit PLN01581 for 2081 Charters Road, a permit to reduce the required side lot line setback from 1.5 metres to 0.8 metres, for the purpose of permitting the recent construction to an existing single-family dwelling to remain as currently sited.

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

Council Meeting Minutes

2021-194

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT the following minutes of Council, be adopted as circulated:

- April 12, 2021 - Regular Council meeting
- April 13, 2021 - Special Council meeting
- April 26, 2021 - Regular Council meeting
- April 27, 2021 - Special 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

9. DELEGATIONS

9.1. QUARTERLY REPORT - RCMP OFFICER IN CHARGE

Brett Sinden, RCMP Staff Sergeant, provided an overview of the 2020 fiscal year, priorities, update on current staffing levels, resources, and recruitment, and provided the April statistics.

2021-195

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council receive the April 2021-RCMP Quarterly Report, for information.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - May 10, 2021

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. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided the following update:

- It has been difficult recruiting qualified individuals for several positions, which has led to the re-posting of several positions.

11. PUBLIC QUESTION AND COMMENT PERIOD

There were no registered speakers or correspondence received from members of the public.

12. CONSENT AGENDA

2021-195

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

THAT Item No. 12.1. be adopted by general consent.

CARRIED UNANIMOUSLY

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

12.1. Correspondence

- THAT the correspondence from April 21 - May 4, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

13. REPORTS

13.1. District of Sooke Audited 2020 Financial Statements

Julie Robinson, the KPMG auditor, provided an overview of the 2020 audited financial statements highlighting the following:

- The audit was conducted remotely and no issues were experienced in accessing information.
- There were no outstanding matters related to the completion of the audit. It is a clean, unqualified audit opinion and is reported fairly.

2021-195

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

THAT Council accept the Draft Financial Statements of the District of Sooke for the year ended December 31, 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

Minutes for the Regular Council Meeting of the District of Sooke - May 10, 2021

The meeting was recessed at 8:10 pm

The meeting reconvened at 8:15 pm

13.2. 2020 Deferment Penalties

The Director of Finance provided an overview of the written staff report, advising of the options to address several property owners' outstanding penalties due to the late filing of 2020 property tax deferment applications.

Council discussion:

- Concern with setting precedence and the inability to assess financial hardship amongst residents.
- Choosing to pay the penalties will only support a small percentage of the community supporting and funding should be utilized to support the entire population.

2021-195

MOVED by Councillor Ebony Logins, 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

13.3. January - March 2021 Quarterly Update

The Director of Finance provided a PowerPoint presentation and overview of the written staff report highlighting the revenue intake, expenses, and capital purchases, along with a general financial update for the first quarter of 2021.

Council discussion:

- Clarity was provided around non-cash assets are included in District inventory and recorded as revenue.

2021-195

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

THAT Council receive this report for information.

CARRIED UNANIMOUSLY

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

13.4. Climate Action Committee Member Resignation

The Director of Corporate Services provided an overview of the written staff report advising of a member's resignation from the Climate Action Committee.

2021-195

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council direct staff to advertise for the Climate Action Committee vacancy in accordance with the Committee Structure and Function Policy CO-007.

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. Land Use & Development Committee Recommendations

The Director of Planning & Development provided an overview of the committee's recommendation, along with additional information and suggested a Zoning Bylaw amendment to support the proposal.

2021-195

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council receive the following recommendations from the Land Use and Development Committee:

- THAT the Land Use and Development Committee recommends Council expeditiously adopt the forthcoming provincial changes to residential use in the ALR into the Sooke Zoning bylaw, and that the adoption of the provincial changes be planned for in the current Official Community Plan (OCP) review.
- THAT the Land Use and Development Committee recommends Council forward the request to the OCP Advisory committee for consideration in the OCP review

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

2021-195

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to include a Zoning Bylaw amendment to support manufactured homes as an additional dwelling unit when located on Agricultural Reserve parcels as identified by 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

13.7. Official Community Plan - Scope and Direction

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The Chief Administrative Officer provided an overview of the written staff report, requesting Council provide direction on the scope of the final Official Community Plan (OCP) document.

Council discussion:

- Confirmation on the 1st draft being available by mid-June.
- Concerns with the depth and reach the committee is trying to obtain within the allocated timeline, with a preference that they review the consultant's draft and provide their comments to Council.
- Desire to include the required pieces for the OCP, omitting optional elements and instead reference master plans and resource documents.

2021-195

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to draft the Official Community Plan with the Consultant, provide the first draft to the OCP Advisory Committee for review, and present a complete draft Official Community Plan to Council by the end of July 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

13.6. Proposed amendments to Official Community Plan Advisory Committee Terms of Reference

A vacancy for one (1) member on the Climate Action Committee has become available and requires Council authorization to advertise for volunteers to fill the position.

2021-195

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council amend the Terms of Reference for the Official Community Plan Advisory Committee, 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

14.1. Business Licence Bylaw No. 778, 2021 - Additional Information

The Director of Corporate Services provided an overview of the written staff report, providing options related to farm stand licensing for inclusion within the Business Licence Bylaw.

Council discussion:

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- The fee does not cover the staff time required to manage the process and all businesses should be required to follow the same process.
- The requirement for farm stands to have a licence consumes resources that could be better utilized.

2021-195

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

THAT Council give third reading to Business Licence Bylaw No. 778, 2021, as amended by:

- Deleting the definition of "Farm Retail Sales".
- Deleting the definition of "Farm Stand" and replacing it with the following new definition:
 - **Farm Stand** means a business that sells agricultural items, or any resulting processed products, that are grown, or raised on that property.
- Deleting sections 44 and 45 and renumbering the remaining sections accordingly.

DEFEATED.

In Favour: Councillor Al Beddows

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

Council discussion:

- Refer to the Community Economic Development Committee for discussion and request they provide recommendations to Council, as they are the most connected to the business community.

2021-196

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

THAT Council direct staff to forward the report to the Community Economic Development Committee for a recommendation.

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

13.8. Outstanding Business Licence fees

The Director of Corporate Services provided an overview of the written staff report, seeking direction on handling outstanding business licenses and associated fees.

2021-195

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

THAT Council receive the 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

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2021-195

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council waive all outstanding business licence fees up to and including
December 31, 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

2021-195

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to bring forward an amendment to the Business Licence
Policy CO-012 to address outstanding fees.

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

14.2. Property Tax Rate Bylaw No. 816, 2021

A bylaw to impose property tax rates and property taxes for the year 2021.

2021-195

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Property Tax Rate Bylaw No. 816, 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

15. NEW BUSINESS

There were no new business items presented.

16. CORRESPONDENCE REQUIRING ACTION

Councillor Bateman declared a conflict of interest as he was a charter member of Zero
Waste Sooke and left the meeting at 9:45 p.m.

16.1. Zero Waste Sooke Letter from B. Klassen

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Councillor St-Pierre introduced the correspondence regarding options for a resource recovery center to be considered for the community.

2021-197

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council direct staff respond to Mr. Klassen's email.

CARRIED UNANIMOUSLY

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

Absent: Councillor Jeff Bateman

Councillor Bateman returned to the meeting at 9:51 p.m.

16.2. Motor Vehicle Act Pilot Program

A letter from the City of Victoria Mayor requesting support for a joint application to the Motor Vehicle Act Pilot Program to reduce the default speeds from 50km to 30 km/h on streets without a continuous centre line within the municipality.

Council discussion:

- Concerns that restriction in speed limits created confusion amongst jurisdictions, as neighbouring municipalities are not moving in this direction. Possibly something to consider in the future.

2021-198

MOVED by Councillor Ebony Logins, 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 Ebony Logins, Councillor Megan McMath, and Councillor Tony St-Pierre

17. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- The departure of the current Facilities Directors at SEAPARC.

Councillor Bateman reported:

- Attendance at the Climate Action and Community Economic Development special committee meeting.
- Attendance at the Climate Action Committee meeting.
- Attendance at the Sooke Program of the Arts Committee meeting.

Councillor Lajeunesse reported:

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- Attendance at the Climate Action and Community Economic Development special committee meeting.
- Acknowledgment of National Nurse's month.

Mayor Tait reported:

- Guest speaker at the LGLA-CEO Forum.
- Presented at the UDI on housing supply in the community.
- Attendance at CRD meetings and workshops for strategic planning.
- Virtual meeting with Minister Farnworth regarding EComm.

18. ADJOURNMENT

2021-199

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT the May 10, 2021, Regular Council meeting be adjourned at 10:04 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 25, 2021, 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 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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
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

2021-200

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

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

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

2021-201

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

6. APPROVAL OF THE AGENDA

2021-202

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the agenda for the May 25, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Item No. 14.1. *Notice of Motion-Councillor St-Pierre.*
- Addition of Item No. 14.2. *Resolution R15 Moratorium on Recreational Wolf Hunting.*

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. ADOPTION OF MINUTES

Meeting Minutes

2021-203

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the minutes of the May 10, 2021, 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

8. DELEGATIONS

8.1. QUARTERLY REPORT - Fire Department

Kenn Mount, the Director of Community Safety, shared a video of the Sooke Fire Department recruitment ceremony and reported on the quarterly call statistics, current initiatives, and provided department highlights.

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Council discussion:

- Appreciation to all firefighters, with additional congratulations to the recruits.

2021-204

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council receive the 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

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- Overview of updates to BC Restart Plan.
- Preliminary planning outline for the 2022 budget cycle.

10. PUBLIC QUESTION AND COMMENT PERIOD

The following member of the public provided comments:

- Marilyn Erickson, Sooke resident, spoke in support of Item No. 15.1. *Pickleball Correspondence*, expressing the need for additional or improved pickleball courts in the community.

11. CONSENT AGENDA

2021-205

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT agenda Items No. 11.1 and 11.2 be approved 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. Special Committee Meeting - Climate Action & Community Economic Development

- THAT Council receive the May 5, 2021, Special Committee minutes from the Climate Action and Community Economic Development meeting.

ADOPTED BY CONSENT

11.2. Correspondence

- THAT the correspondence from May 5-19, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

Minutes for the Regular Council Meeting of the District of Sooke - May 25, 2021

12. REPORTS

12.1. Policy Framework CO-001 - Amendment

The Director of Corporate Services provided an overview of the written staff report to amend the Policy Framework, adjusting the requirement for leadership team approval of an amendment to impacted departments only.

2021-206

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council amend Policy Framework CO-001 to update the Policy Review Procedure Chart

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. Development Cost Charge Program Public Engagement

The Director of Operations provided an overview of the written staff report, seeking approval to move into public engagement with the development community on the proposed Development Cost Charge (DCC) program.

Shaun Heffernan, project manager with Urban Systems, provided a PowerPoint presentation and overview of the District's DCC program development.

Council discussion:

- Assessment of current tax levels and weight of fees against all aspects of development.
- Opportunity to evaluate reductions in DCC fees for projects which meet the affordable housing criteria.
- A review should be conducted every three to five years, which will result in less significant cost impacts to the development community.
- Reductions for commercial or industrial DCC's could be quantified if the development resulted in a lower infrastructure impact.
- The assistance factor is a discretionary policy decision, built into the legislation, to allow Council a tool in providing a subsidy to the development industry, however, discounted fees must be made up through another non-DCC revenue source.

2021-207

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to proceed with Draft Development Cost Charge Program public engagement with the development community, as presented.

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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13. BYLAWS

13.1. Zoning Amendment Bylaw No. 817 (600-87), 2021 - Text Amendment ALR Dwellings

The Director of Planning & Development provided an overview of the written staff report to amend the Zoning Bylaw allowing for an additional dwelling unit as an accessory use on Agricultural Land Reserve parcels, in accordance with Agricultural Land Commission regulations.

2021-208

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council give first and second reading to the bylaw cited as Zoning Amendment Bylaw No. 817 (600-87), 2021.

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

2021-209

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to schedule a Public Hearing 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, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Megan McMath

14. NEW BUSINESS

14.1. Notice of Motion - CRFAIR's Food Policy Task Force

Councillor St-Pierre requested Council waive the notice of motion requirement and discuss the item at the current meeting.

2021-210

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT notice be waived for Item No. 14.1. *Notice of Motion-CRFAIR's Food Policy Task Force*.

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

Councillor St-Pierre provided an overview of the program, the importance of advocating with multiple jurisdictions and the value of participation.

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Council discussion:

- There are limited staff resources required other than the submission and management of the grant application.

2021-211

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council support an application for a Healthy Public Policy Grant to support CRFAIR's Food Policy Task Force in establishing the regional capacity for food policy at the local government level.

THAT Council direct staff to work with the Delphi Group to submit the grant application; and

THAT Council direct staff to provide overall grant management.

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. Resolution R15 Moratorium on Recreational Wolf Hunting

Mayor Tait requested Council's support for the upcoming Association of Vancouver Island and Coastal Communities (AVICC) resolution on implementing a moratorium of recreational wolf hunting.

2021-212

MOVED by Councillor Tony St-Pierre, seconded by Mayor Maja Tait:
THAT Council endorse and authorize the mayor to sign a letter of support for the resolution.

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. CORRESPONDENCE REQUIRING ACTION

15.1. Pickleball Correspondence from Dianne Darby

A request for a dedicated pickleball court in the community.

Council discussion:

- Recognition of the sport's growth and the importance of supporting community recreational activities.
- The district does not manage recreation in the community and the correspondence should be forwarded to Seaparac for discussion at a commission meeting.
- The Sunriver multi-use sports box is not ideal for pickleball, and an alternative should be identified.

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2021-213

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council direct staff to forward the correspondence to the Seaparc for commission for review and 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

Council discussion:

- With a change in focus occurring from the original pickleball court community grant application, Council sought avenues available for the organization to retain the funds or options to repurpose.
 - Staff advised that the applicant is required to request approval to maintain grant funds should there be an alternation to the original application.

2021-214

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council receive the Pickleball Correspondence for information and support the community grant funds awarded to Sooke Pickleball for expanded use on either court.

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

15.2. Sewer Connections Correspondence from Vivian & Joel Perot

A request for sewer extension in the Maple Park Terrace neighbourhood.

2021-215

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council receive the Sewer Connections Correspondence 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

15.3. Strata Issues at 2038 Gatewood from Strata Owners

Information provided from the Strata Owners of 2038 Gatewood identifying issues, concerns, and questions regarding their strata property.

Staff advised that the issues identified are being responded to by staff.

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2021-216

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council receive the Strata Issues at 2038 Gatewood Correspondence 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

16. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- Offered a farewell to Steve Knoke, as he moves onto a new role at a different municipality.

Councillor Bateman reported:

- Attendance at the Community Economic Development Committee
- Attendance at the Land Use and Development Committee.
- Attendance, and co-chair, at the Sooke Homeless Coalition meeting.
- Upcoming Climate Action Committee meeting.

Councillor Lajeunesse reported:

- Attendance at the Community Economic Development Committee.

Councillor St-Pierre reported:

- Attendance at the Land Use and Development Committee.

Mayor Tait reported:

- Relationship with friendship city of Natori, Japan.
- UBCM advocacy.

17. ADJOURNMENT

2021-217

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Al Beddows:
THAT Council adjourn the May 25, 2021, Regular Council meeting at 9:33 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
June 14, 2021 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 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 and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

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

2021-218

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT this meeting be closed to the public under section 90(1)(a) and (e) of the
Community Charter as it pertains to identifiable individuals and land.

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. 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.

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

5. MINISTERIAL ORDER M192

2021-219

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

6. APPROVAL OF THE AGENDA

2021-220

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the agenda for the June 14, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Item No. 13.6. *Sooke Ocean Brewery -Lounge Area Endorsement.*
- Addition of Item No. 15.1. *Notice of Motion-Councillor Lajeunesse.*

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. PUBLIC AND STATUTORY HEARINGS

7.1. Development Permit - 6735 Eustace Road

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report, to issue a development permit for a two-storey mixed-use building.

Council discussion:

- Electrical infrastructure for EV charging stations is not a requirement and would be on a voluntary basis during the building permit stage.
- The landscaping and design align with the development permit guidelines.
- The permeable surface parking area was determined based on the site design and landscape plan.

Public input:

- There were no registered speakers or correspondence received from members of the public.

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

2021-221

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council issue Development Permit PLN01564 - 6735 Eustace Road for the purpose of developing a new two (2) storey mixed-use building comprising of a commercial nail salon business and a residential accessory dwelling unit within the Town Centre.

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. ADOPTION OF MINUTES

Minutes of the Regular meetings of Council

2021-222

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the minutes of the May 25, 2021, 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

9. DELEGATIONS

9.1. Sooke Region Food Security

Christine Bossi, representing the Sooke Region Communities Health Network, provided a presentation of the Putting Healthy Food on Our Table - Sooke Region Food Security report, which addresses food security and poverty reduction strategies.

Council discussion:

- The importance of including food security and poverty reduction in Council strategic planning for the Sooke region.

2021-223

MOVED by Councillor Ebony Logins, seconded by Councillor Jeff Bateman:
THAT Council receive the report for information and direct staff to forward it to all committees for discussion.

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

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

10. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided the following updates:

- The Sooke Region Communities Health Network (SRCHN) has not been successful in its application for grant funding to build the senior complex on Lot A. SRCHN will be meeting with BC Housing to evaluate the next step for the project.
- BC has moved into Stage 2 of COVID restrictions and new WorkSafe guidelines will be provided to support municipal policies for the workplace.

11. PUBLIC QUESTION AND COMMENT PERIOD

There were no registered speakers or correspondence received from members of the public.

12. CONSENT AGENDA

2021-224

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT items No. 12.1. and 12.2. 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

12.1. Correspondence

- THAT the correspondence received from May 4 - June 8, 2021, be adopted and filed accordingly.

ADOPTED BY CONSENT

12.2. Official Community Plan Advisory Committee - Meeting Minutes

- THAT Council receive the following Official Community Plan Advisory Committee meeting minutes, for information.
 - May 7, 2021
 - April 29, 2021
 - April 22, 2021

ADOPTED BY CONSENT

13. REPORTS

13.1. Municipal Consent for CRD Bylaw No. 4426 - Emergency Communication Dispatch Services

The Director of Community Safety provided an overview of the written staff report, requesting Council's consent for the City of Langford to withdraw from participating in the Capital Regional District (CRD) emergency communication dispatch services.

Council discussion:

- This adjustment will result in a cost reduction and savings for the remaining participants, as Langford consumed a large quantity of resources.

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

2021-225

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

That Council consent to the CRD adopting Bylaw No. 4426, "Emergency Communication Dispatch Service Establishment Bylaw No. 1, 2012, Amendment Bylaw No. 1, 2021" to remove the City of Langford as a participant of the service.

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

13.2. Community Economic Development Committee Recommendation: Business Licence Bylaw No. 778

The report outlines the Community Economic Development Committee's deliberations and provides a recommendation that all businesses within Sooke obtain and hold a business license also noting that no business should be exempt from the business licence fee.

Council discussion:

- Concerns with requiring farms to hold business licenses, which adds to the rising costs of, and hinders local food production.
- Public safety and accountability are key reasons for requiring business licenses.
- Requiring all businesses, regardless of size, product, or revenue to pay for a licence hinders the support of small businesses in the community.
- The intended purpose of the bylaw is to trigger the process of ensuring compliance with all bylaws and regulations. As well, certain services may be unavailable to businesses, and they could be unable to operate without a valid business license.
- An optional category would be difficult to manage, the requirement should be to either exempt or require a specific category to hold a licence.

Staff advised that the direction sought is a recommendation based on the Committee's report and that staff would return to the next meeting with a detailed report and options for consideration.

Council discussion:

- Requiring all businesses to obtain a business licence is equitable, as it ensures accountability and safety for the community.
- No one business category should be exempt from the license or fee over another.
- The recommendation is only to require all businesses to obtain a licence and the fee schedule could be assessed.

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

2021-226

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

THAT Council require all businesses in Sooke be required to obtain a licence.

CARRIED.

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

Opposed: Councillor Al Beddows and Councillor Tony St-Pierre

Absent: Councillor Megan McMath

13.3. Return to Council Chambers

The Corporate Officer provided an overview of the written staff report, advising on the ease of COVID regulations and presented a plan to return meetings into Council Chambers.

Council discussion:

- Hesitation in returning until masks are no longer required and everyone has been vaccinated.
- A reminder that chambers is a controlled environment and Council has their own designated space.
- There will be no public in Chambers until September, or additional guidance is provided by the Public Health Officer, minimal staff will be onsite, and the public can continue to participate virtually.

2021-227

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

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, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath

2021-228

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

THAT Council direct staff to bring the report back to the June 28, Regular Council meeting for consideration.

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

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

13.4. Sooke Potholes Gate Policy CO-009

The Corporate Officer provided an overview of the written staff report that establishes a policy to restrict access to the Sooke Potholes Park through a daily opening/closing schedule and considers leaving the gate closed during times of flooding. She also advised of a late amendment to the policy which would include the actual time of the closing and the type of signage to be posted.

Council discussion:

- The year-round locking will occur from dusk till dawn, even in the summer months, as municipal parks are closed for this time frame and in this situation additional security signage that access to the area is prohibited, alleviating the potential for incidents.

2021-229

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council adopt CO-009 Sooke Potholes Gate Policy, 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

13.5. Flag - Local First Nations

The Chief Administrative Officer provided an overview of the written staff report advising of the opportunity to fly the T'Sou-ke First Nation flag at municipal hall.

2021-230

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

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

13.6. Sooke Oceanside Brewery - Lounge Area

The Director of Planning & Development provided a presentation and overview of the written staff report, providing the option to opt-out of providing comment on the Sooke Oceanside Brewery Lounge Area application to the Liquor and Cannabis Regulation Branch. This will expedite the application and eliminate the need for the District to facilitate the gathering of public comments.

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

2021-231

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council Opt-Out of comment for Sooke Oceanside Brewery (307070)
application number 016531 for a lounge area endorsement.

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 meeting was recessed at 8:44 p.m.

The meeting was reconvened at 8:49 p.m.

14. BYLAWS

14.1. Zoning Amendment Bylaw No. 813 (600-86), 2021 - 2614 Otter Point Road

The Director of Planning & Development provided a presentation and overview of the written staff report, to rezone the property located at 2614 Otter Point Road from Rural Residential to neighbourhood Residential for the purpose of creating five (5) individual lots.

Council discussion:

- This development is transitional and will allow for a connection into the Farrell Estates subdivision.

2021-232

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council give first and second reading to *Zoning Amendment Bylaw No. 813 (600-86), 2021* to amend the zoning on the property located at 2614 Otter Point Road from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5), and;

THAT Council schedule the Public Hearing for *Zoning Amendment Bylaw No. 813 (600-86), 2021* in accordance with Section 466 of the *Local Government Act*.

THAT Council accept cash-in-lieu for the required 5% parkland dedication per section 510 of the *Local Government Act*; and

THAT prior to final adoption of *Zoning Amendment Bylaw No. 813 (600-89), 2021* the owner enter into section 219 Covenants to address frontage improvements and servicing requirements, community amenity contributions, cash-in-lieu in the amount of \$12,000.00 for 10% affordable housing for residential developments and other necessary works and services.

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

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

15. NEW BUSINESS

15.1. Notice of Motion - Councillor Lajeunesse

2021-233

MOVED by Mayor Maja Tait, seconded by Councillor Jeff Bateman:
THAT Council waives notice.

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

Opportunity to host an event to celebrate the end of lockdown and bring the community together for an in-person celebration.

Council discussion:

- The details of the event are to be confirmed and updates to follow.

2021-234

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre:
THAT Council direct Staff to liaise with the Sooke Lions Club, Peter Jonassen and other relevant community groups to organize a community celebration to take place over the weekend of September 11/12 to mark the beginning of Step 4 of the Provincial Restart Plan.

AND THAT Council authorizes Staff to allocate funds from the Canada Day budget to cover costs associated with hosting said community celebration.

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. CORRESPONDENCE REQUIRING ACTION

16.1. Minister's Meetings - 2021 UBCM Convention

2021-235

MOVED by Mayor Maja Tait, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to register for 2021 UBCM Minister's Meetings with the Minister of Mental Health & Addiction, the Minister of Health, and the Minister of Forests, Lands & Natural Resources.

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

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

17. COUNCIL VERBAL REPORTS

Councillor Logins reported:

- Attendance at the CRD Regional Housing Trust meeting.
- Attendance at the JDF Water Commission.
- Attendance at the MOU Working Group

Councillor Lajeunesse reported:

- Attendance at the Sooke Philharmonic virtual garden tour.

Councillor Bateman reported:

- Attendance at the Association of Vancouver Island Coastal Communities (AVICC) and the Federation of Canadian Municipalities (FCM) virtual sessions.
- Participation with the Sooke Homelessness Coalition
- Attendance at the Climate Action Committee meeting and planning workshop.

Councillor Beddows reported:

- Advised of the upcoming SEAPARC Commission meeting.
- Advised that the draft Official Community Plan (OCP) would be presented to the OCP Advisory Committee in the coming weeks.

Mayor Tait reported:

- Update on Ecomm advocacy.
- Attendance at the Sooke Health Care Committee meeting.

18. RELEASE OF CLOSED MEETING RESOLUTIONS

Release of In-Camera Resolutions - June 14, 2021

THAT Council rise and report on the following resolution from the June 14, 2021, In-Camera meeting:

- THAT Council appoint Katarina Duke to the Land Use & Development Committee, as the representative of the Ocean and Fisheries Community, for the remainder of the committee's term.
- THAT Council appoint Alysha Jones to the Climate Action Committee, as a member at Large, for the remainder of the committee's term.

19. ADJOURNMENT

2021-236

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

THAT Council adjourn the June 14, 2021, Regular Council meeting at 9:33 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

Minutes for the Regular Council Meeting of the District of Sooke - June 14, 2021

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
June 28, 2021, 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

STAFF PRESENT:

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

ABSENT:

Councillor Tony St-Pierre

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

2021-237

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
THAT this meeting be closed to the public under section 90(1)(j) and (k) of the *Community Charter* as it pertains to information that is prohibited from disclosure under section 21 of the *Freedom of Information and Protection of Privacy Act* and discussions respecting the proposed provision of a municipal service.

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

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.

Minutes for the Regular Council Meeting of the District of Sooke - June 28, 2021

5. MINISTERIAL ORDER M192

2021-238

MOVED by Councillor Ebony Logins, 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 Megan McMath
Absent: Councillor Tony St-Pierre

6. APPROVAL OF THE AGENDA

2021-239

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Al Beddows:
THAT the agenda for the June 28, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 7.2. *Development Permit with Variance - 2430 Phillips Road.*
- Addition of New Business Item No. 13.2. *Flag Policy Amendment.*

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. PUBLIC AND STATUTORY HEARINGS

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 to have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing to order at 7:12 p.m.

7.1. Zoning Amendment Bylaw No. 817 - ALC Dwelling Units

The Director of Planning & Development provided an overview of the proposed amendments to the *Zoning Bylaw* to align with the Agricultural Land Commission regulations for additional dwelling units.

Minutes for the Regular Council Meeting of the District of Sooke - June 28, 2021

Public input:

- Sherri Sutherland, Sooke resident, spoke in support of the amendment and will be utilizing the change once adopted.
- Ellen Lewers, Sooke resident, spoke in support of the bylaw amendment.

Mayor Tait closed the Public Hearing at 7:18 p.m.

7.1. Zoning Amendment Bylaw No. 817 (600-87), 2021

2021-240

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

THAT Council give third reading to the bylaw cited as Zoning Amendment Bylaw No. 817 (600-87), 2021.

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

7.2. Development Permit with Variance - 2430 Phillips Road

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report to construct a multi-use sports box recreational facility with variances to delay screening and landscape requirements, allow for a gravel parking lot and to construct an uncovered bicycle stall.

Council discussion:

- Trees identified for removal are not significant and will have a minimal environmental impact.
- Stormwater issues are existing and will be mitigated through the planning and design stage of the project.
- Washroom location is dependent on the type of washroom selected, as the development is attempting to limit relocation to accommodate for future parking area adjustments.
- The parking lot material type has been selected as an interim solution as School District 62 decides on future school location and options to build a shared parking lot.
- Commitment to ensuring noise is mitigated for neighbourhood residents directly impacted.

Public input:

- Susan Brown, Sooke resident, spoke in opposition to the location of the washroom and requested that a sound barrier be added between the properties backing onto the site.

Minutes for the Regular Council Meeting of the District of Sooke - June 28, 2021

- Rich Bloom, Sooke resident, spoke in opposition to the variance expressing concern with deferring landscaping, as there is a need for a barrier between neighbours and the sports box. Mr. Bloom requested that a detailed map be made available on the website for public access.

Council discussion:

- Assurances that the District and SEAPARC have a quality relationship and that all residents impacted will have their needs assessed and addressed, wherever possible.
 - Staff advised that the landscaping has been deferred due to budget implications related to pandemic inflation and the key objective is the sport box. Additional resources will be assessed with future phases of the development and within District budget cycles.

2021-241

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse: THAT Council issue Development Permit PLN01612 - 2430 Phillips Road for the purpose of facilitating the construction of a new multi-use sports box recreational facility on District of Sooke owned Parkland located in the Sun River Development area.

AND THAT Council approve the following variance requests to Zoning Bylaw No. 600, 2013:

- To vary Section 3.18, Screening and Landscaping Requirements, to relieve the applicant from these requirements at this time and for the specific landscaping and screening to be completed during a future phase of development.
- To vary Section 4.6, Development and Maintenance for Off-Street Parking for surfacing material from the required asphalt, concrete, or other permeable surfacing material to a gravel surfacing material in order to permit the construction of a new 42 parking space gravel parking lot, and to allow the existing gravel-surfaced private driveway access to remain as currently surfaced: and
- To vary Section 4.10, Bicycle Parking Requirements, from 25% Class I (covered and private only) and 75% Class II (uncovered and publicly accessible) Bicycle Parking stalls to 100% Class II Bicycle Parking Stalls for the 9 required bicycle parking spaces.

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

7.1. 2020 Annual Report

The mayor provided an overview of the 2020 Annual Report.

Public input:

- Kosin Moonfist, Sooke resident, offered his appreciation to staff for the details included in the annual report.

Minutes for the Regular Council Meeting of the District of Sooke - June 28, 2021

2021-242

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council approve the District of Sooke's 2020 Annual Report.

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

The meeting was recessed at 8:17 p.m.

The meeting was reconvened at 8:20 p.m.

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- The application for a Health Communities Grant submitted on behalf of the Food Policy Task Force was not successful.

9. PUBLIC QUESTION AND COMMENT PERIOD

Mayor Tait requested Council suspend the rules of the Council Procedure Bylaw to allow for additional public input on an item that has already received public input.

2021-243

MOVED by Mayor Maja Tait, seconded by Councillor Al Beddows:
THAT Council suspends the rules and allows for public input on item 12.3. Business Licence Bylaw.

CARRIED.

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

Opposed: Councillor Ebony Logins

Absent: Councillor Tony St-Pierre

The member of the public who registered to speak left the meeting. There were no other registered speakers or correspondence received from members of the public.

10. CONSENT AGENDA

2021-244

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT correspondence *X-Seeking your endorsement for Motion M-84 Anti-Hate Crimes and Incidents & Private Member's Bill C-313 Banning Symbols of Hate Act*, be extracted for discussion; and

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 Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

Minutes for the Regular Council Meeting of the District of Sooke - June 28, 2021

10.1. **Correspondence**

- THAT the correspondence from June 9-22, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

10.2. **Seeking your endorsement for Motion M-84 Anti-Hate Crimes and Incidents & Private Member's Bill C-313 Banning Symbols of Hate Act (Mah, Doris)**

Councillor Lajeunesse requested Council provide a letter of support.

Council discussion:

- Concern that symbols of hate could be perceived differently by different people.

2021-245

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:
THAT Council provide a letter of support for Motion M-84 Anti-Hate Crimes and Incidents & Private Member's Bill C-313 Banning Symbols of Hate Act.

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. REPORTS

11.1. **LUDC Recommendation: Secondary Suites - Impacts and Solution**

The Director of Planning & Development provided an overview of the Land Use & Development Committee's recommendations providing options to manage the impact of secondary suites in the community.

Council discussion:

- A path to compliance project should be assessed to provide a comprehensive program to encourage non-compliant secondary suite owners to legalize them.
- The complaint-driven process provides minimal incentive to encourage homeowners with illegal suites to bring them into compliance.
- Parking restriction signage in neighbourhoods should be explored while considering the impact on enforcement.
- The focus should be on improving future development as there is minimal opportunity to repair past mistakes, without significant financial implications.

2021-246

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council receive the report 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

2021-247

Minutes for the Regular Council Meeting of the District of Sooke - June 28, 2021

MOVED by Councillor Megan McMath, seconded by Councillor Ebony Logins:
THAT Council direct staff to review CRD water billing information and determine how assessed data may relate to wastewater billing.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Tony St-Pierre

2021-248

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

THAT Council implement limited parking areas, through signage and enforcement in neighbourhoods where parking congestion has been identified.

DEFEATED.

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

Absent: Councillor Tony St-Pierre

2021-249

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

THAT Council maintains a complaint-driven enforcement process in accordance with the District of Sooke policy to address suites that are unauthorized.

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

2021-250

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

THAT Council direct staff to examine on-site parking requirements to accommodate suites, notably the minimum size of the small lot residential R3 zone and that garages not be included in the parking area calculation.

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. Return to Council Chambers

The report was deferred from the June 14, 2021, Regular Council meeting and requested to return to the next meeting for re-evaluation.

Council discussion:

- Pending update to public health orders, a return for Council and staff to Chambers is encouraged for July with the public returning in September.

Minutes for the Regular Council Meeting of the District of Sooke - June 28, 2021

2021-251

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:
THAT Council return to Chambers starting at the July 12, 2021, Regular Council meeting; and

THAT Public be allowed back into Chambers in September, pending Public Health Orders.

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

11.3. 2020 Statement of Financial Information

Statement of Financial Information (SOFI) for 2020.

2021-252

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council receives this report 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

11.4. Sooke Bluffs Staircase

A plan to repair the Bluffs Staircase versus replacement.

Council discussion:

- A new District tradesperson will be utilized for the project, reducing the cost of the project.

2021-253

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
That Council direct staff to reallocate \$30,000 from the Solid Waste Strategy Business Plan project to fund costs for the repair of the Bluffs Staircase.

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

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12. BYLAWS

12.1. Zoning Amendment Bylaw No.791 (600-80), 2020 - 2182 Church Road

A bylaw to amend the Wadams Way Comprehensive Development Zone on the property located at 2182 Church Road.

2021-254

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No.791 (600-80), 2020.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Tony St-Pierre

Councillor Lajeunesse declared a conflict of interest as he is related to the applicant and left the meeting at 9:24 pm

12.2. Zoning Amendment Bylaw No. 807 (600-84), 2021 - 2109 Mowich Drive

A bylaw to amend the zoning on the property located at 2109 Mowich Drive from Rural Residential to Neighbourhood Rural Residential.

2021-255

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No. 807 (600-84), 2021

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

Councillor Lajeunesse returned to the meeting at 9:25 p.m.

12.3. Business Licencing - Policy and Bylaws

The Deputy Corporate Officer provided a PowerPoint presentation and overview of the steps leading to the newly revised Business Licence Bylaw, Business Licence Policy, and the Fees & Charges Amendment Bylaw.

Council discussion:

- An exemption for farm stands from paying a business licence fee would require amendments to both the Business Licence Bylaw and the Fees & Charges Amendment Bylaw.

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- There is a need to support sustainable food solutions, encouraging local food production should be a priority.
- Concerns that an exemption for one type of small business does not support the community as a whole.

2021-256

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

THAT Council gives third reading as amended to the bylaw cited as Business Licence Bylaw No. 778, 2021; and

THAT Business Licence Bylaw No. 778 be amended by inserting a new subsection 31(5) as follows:

- (5) Farm Stands.

DEFEATED.

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

Opposed: Councillor Dana Lajeunesse, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

2021-257

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

THAT Council give third reading as amended to the bylaw cited as Business Licence Bylaw No. 778, 2021.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Tony St-Pierre

2021-258

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:

THAT Council adopt CO-012 Business Licence Policy.

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

2021-259

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

THAT Council give first, second, and third reading to the bylaw cited as Fees and Charges Amendment Bylaw No. 819 (752-03), 2021.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Tony St-Pierre

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13. NEW BUSINESS

13.1. Notice of Motion - Councillor Bateman

- For consideration at the July 12, 2021, Regular Council meeting
 - THAT Schedule 1 - Administrative Services of the District of Sooke's Fees & Services Bylaw No. 752 be amended to add hourly (\$20) and seasonal/quarterly (\$200) permit fee options for low-impact/low-risk commercial use of municipal property; and that the refundable security deposit for low-impact/low-risk activities be reduced to \$200.

Councillor Bateman requested Council waive notice to discuss Item 13.1. at the current meeting.

2021-260

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council waive notice for Item 13.1. *Notice of Motion-Councillor Bateman.*

DEFEATED.

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Dana Lajeunesse

Opposed: Mayor Maja Tait, Councillor Ebony Logins, and Councillor Megan McMath

Absent: Councillor Tony St-Pierre

13.2. Flag Policy Amendment

The Deputy Corporate Officer provided an overview of the written staff report requesting direction on the arrangement of flying four (4) flag poles at municipal hall.

2021-261

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

THAT Council direct staff to proceed with option 1 of the staff report and purchase necessary flag poles

THAT funding for the purchase of flag poles comes from Council Contingency; and

THAT Council direct staff to amend policy CO-004 Flag Protocol to reflect direction provided and bring back for Council adoption at the July 12, 2021, 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

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14. CORRESPONDENCE REQUIRING ACTION

14.1. Remote Control Car Racing Club

A club seeking support for space to build a dirt racetrack for remote control car racing.

Council discussion:

- Encouraged the writer to investigate options for location and bring forward a suggestion and present to council.

2021-262

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council receive the correspondence for information; and

THAT Council direct staff to invite the Remote-Control Care Racing Club to present as a delegation at an upcoming 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

15. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- Attendance at the Official Community Plan (OCP) Advisory committee.

Councillor Bateman reported:

- Attendance at the Official Community Plan (OCP) Advisory committee.
- Attendance at the Climate Action Committee workshop.

Councillor Lajeunesse reported:

- Attendance at the Official Community Plan (OCP) Advisory committee.

Councillor Logins reported:

- Offered congratulation to the 2021 EMCS grads.

16. ADJOURNMENT

2021-263

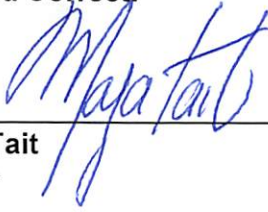
MOVED by Councillor Dana Lajeunesse, seconded by Councillor Jeff Bateman:
THAT Council adjourn the June 28, 2021, Regular Council meeting at 10:12 p.m.

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

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Certified Correct:



Maja Tait
Mayor



Sarah Temple
Deputy Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
July 12, 2021 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
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
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 meeting to order at 6:00 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-264

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT this meeting be closed to the public under section 90(1)(e) and/or (i) of the *Community Charter* as it pertains to land and legal advice.

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

3. CALL TO ORDER - OPEN PORTION

Due to unforeseen technical difficulties, the meeting was delayed and the video recording had intermittent audio issues.

Mayor Tait called the open portion of the meeting to order at 7:26 p.m.

4. FIRST NATION RECOGNITION

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

Minutes for the Regular Council Meeting of the District of Sooke - July 12, 2021

5. MINISTERIAL ORDER M192

2021-265

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

6. APPROVAL OF THE AGENDA

2021-266

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the agenda for the July 12, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 11.4. *Alternative Approval Process - John Phillips Memorial Park.*

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

7.1. Development Permit - 2182 Church Road

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report, to permit the construction of single-family dwellings and townhouses on a former farm site located at 2182 Church Road.

Council discussion:

- Desire to include office space in the communal building to support telecommuting
- Appreciation for the thoughtful and insightful design details.
- Concern was raised with yet another farm being transformed, however, the location is ideal for development and the zoning density has been in place since 2016.

Public input:

- There were no registered speakers or correspondence received from members of the public.

Minutes for the Regular Council Meeting of the District of Sooke - July 12, 2021

2021-267

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council authorize the issuance of Development Permit PLN01433 for 2182 Church Road, a permit to allow for the development of 78 townhouse units, 54 single-family residential lots, public and private amenity space and a public dog park.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

8. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided the following updates:

- The District is planning a Community Celebration event on Saturday, September 18, 2021, in John Phillips Memorial Park.
- The Community Economic Development Strategy is underway, a 3-part public engagement process will establish a baseline of the current state of business in the community.
- The District is participating with the Capital Regional District (CRD) Climate Action Inter-Municipal Working Group to submit a proposal to Natural Resources Canada's Zero-Emission Vehicle Awareness Initiative Call For Proposals.
- There is a new federal holiday, National Day for Truth and Reconciliation, which will be celebrated each September 30, starting this year.

2021-268

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council receive the update 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

9. PUBLIC QUESTION AND COMMENT PERIOD

The following member of the public provided comments:

- William Wallace, Sooke resident, spoke to Item No. 11.9. *Otter Point Active Transportation Corridor Tender Award*, encouraging the District to consider greenhouse gas reductions when planning road improvements.

10. CONSENT AGENDA

2021-269

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

Minutes for the Regular Council Meeting of the District of Sooke - July 12, 2021

10.1. **Correspondence**

- THAT the correspondence from June 23-July 6, 2021, be received and filed accordingly.

ADOPTED BY CONSENT

11. REPORTS

11.1. **CEDC Recommendation: CEDC Membership**

The Corporate Officer provided an overview of the written staff report from the Community Economic Development Committee (CEDC) requesting the appointment of an additional climate-action representative to the committee in anticipation of the discontinuation of the Climate Action Committee at the end of its current term.

Council discussion:

- The additional member will be determined by the Climate Action Committee be a voting member.

2021-270

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

THAT the Committee recommend to Council that a member of the Climate Action Committee be appointed as a standing member of the Community Economic Development Committee; and

THAT Council amend the Community Economic Development Committee (CEDC) Terms of Reference to include a member of the Climate Action Committee (CAC) and direct the CAC to appoint a representative.

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

11.2. **CO-004 Flag Protocol - Amendments**

A policy to amend the District's Flag Protocol policy, to accommodate for the flying of the T'Sou-ke First Nation flag.

2021-271

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

THAT Council amend Policy CO-004 - Flag Protocol to include the flying of the T'Sou-ke Nation Flag and changing protocol associated with the addition of a fourth flagpole.

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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11.3. Approving Officer Appointment

Appointment of the new Manager of Subdivision & Land Development as the Approving Officer.

2021-272

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council rescinds the appointment of Jeff Mitton as Approving Officer effective August 31, 2021;

THAT Council appoint Duane Blewett as Approving Officer under Section 77 of the Land Title Act effective immediately; and

THAT a copy of the Council resolution authorizing the above be forwarded to the Land Title and Survey Authority for their records.

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

Councillor Beddows declared a conflict of interest, as a member of the Sooke Lions Club, and left the meeting at 8:07 p.m.

11.4. Alternate Approval Process - John Phillips Memorial Park

The Corporate Officer provided an overview of the written staff report seeking direction from Council to proceed with an Alternative Approval Process allowing the district to enter into a long-term lease for a portion of John Phillips Memorial Park with the Sooke Lions Club to construct a multi-use facility.

Council discussion:

- The importance of clear concise information available to the public to make an informed decision.
 - Staff advised that a dedicated webpage has been developed, required advertising will be undertaken and additional materials will be made available to ensure the public is informed.
- The Murray Road property will be purchased with funds from the Parks Reserve Fund and will remain parkland.

At Council's request, staff contacted Danny Willis, the representative for the Sooke Lions Club, to answer questions and provide insight into the project scope.

The meeting was recessed at 8:20 p.m.

The meeting was reconvened at 8:23 p.m.

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Mr. Willis joined the meeting virtually and provided the following in response to Council's questions:

- The intent of the project is to build a facility that will benefit the community as a whole in a central location.
- The club will be undertaking its own media campaign to advise the community of the project details.
- The facility will be called the Sooke Lions Center and should not overshadow the Sooke Community Hall facility.

Council discussion:

- There is a need for increased community meetings and event space, as the demand is too great for the current community hall.
- Desire to see the project facilitate community events and festivals.

2021-273

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

THAT Council:

1. Direct staff to carry out an Alternative Approval Process to obtain elector approval to proceed with a long-term lease for a portion of John Phillips Memorial Park pursuant to sections 84 and 86 of the *Community Charter*;
2. Establish the deadline for receiving elector responses as 4:00 p.m. on September 15, 2021 (34 days);
3. Establish elector response form as the single elector response form;
4. Determine that the total number of electors of the District of Sooke to which the approval process applies is 11,238; and
5. Direct staff to report the results of the Alternative Approval Process to Council.
6. Direct staff to amend one bullet to state "outdoors/community events" and add a new bullet "emergency reception center".

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Councillor Beddows returned to the meeting at 8:44 p.m.

11.5. Material Acquisition Opportunity

The Director of Operations provided an overview of the written staff report to obtain approval to purchase clean fill material, at a significantly reduced cost, from the Ministry of Transportation and Infrastructure Highway 14 corridor project.

Council discussion:

- Appreciation for the cost savings and gratitude offered to staff for their forward-thinking.

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2021-274

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

THAT Council approve up to \$285,000 for the acquisition and storage of rock and processed road construction material from the HYW 14 Corridor Project to be funded with Road DCC funds; and

THAT Council direct staff to enter into an agreement with the Ministry of Transportation for the acquisition of the material and with Butler Concrete & Aggregate Ltd. for the purpose of a material holding site.

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

11.6. Church Road Corridor Tender Award

The Director of Operations provided an overview of the written staff report to award the tender for the Church Road Corridor project.

Council discussion:

- Active transportation being included in project upgrades will ultimately reduce greenhouse gas emissions.

2021-275

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

THAT Council approve the award of the Church Road corridor project to Hazelwood Construction Services Inc. for \$1,385,409.91, excluding GST, for a total anticipated project cost of \$1,840,000 inclusive of the final design, construction contingency, engineering field services, contract administration, and project management; and

THAT Council direct staff to extend contract administration and engineering services for the Church Road corridor project to McElhanney as the design consultant for this project.

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

11.7. OCP Project Timeline Update

The Director of Planning & Development provided an overview of the written staff report, identifying a small delay in the Official Community Plan review process and proposing a slight shift in the timeline.

2021-276

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

THAT Council accept the report as information.

CARRIED UNANIMOUSLY

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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

11.8. Hydro Servicing for Work Link Development Site

The Director of Operations provided an overview of the written staff report, identifying changes in the scope of the WorkLink development project where BC Hydro is now requiring underground servicing.

2021-277

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

THAT Council direct staff to utilize \$40,000 of the cash in lieu contribution received from the Work Link development towards offsetting the cost associated with underground Hydro servicing for their development project.

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

11.9. Otter Point Active Transportation Corridor Tender Award

The Director of Operations provided an overview of the written staff report to award the tender for the Otter Point Active Transportation Corridor project.

Council discussion:

- Substantial logistical opportunities utilizing the same contractor for the Otter Point and Church Road projects. The contractor will be able to simultaneously manage both corridors through effective traffic management plans.

2021-278

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

THAT Council approve, contingent upon a successful Covid-19 Resilience Infrastructure Stream grant, the award of Otter Point Road Active Transportation improvement project to Hazelwood Construction Services Inc. for \$1,525,022.27 excluding GST, for a total anticipated project cost of \$1,925,000 inclusive of final design, construction contingency, engineering field services, contract administration, and project management.

THAT Council direct staff to extend contract administration and engineering services for the Otter Point Road Active Transportation Corridor project to On Point Consulting as the design consultant for this project; and

THAT Council direct staff to amend the 2021 financial plan accordingly.

CARRIED UNANIMOUSLY

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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

11.10. **Grant Opportunities**

The Director of Operations provided an overview of the written staff report requesting approval to apply for several upcoming grant opportunities.

2021-279

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct Staff to submit an application for grant funding to Western Economic Diversification, Canada Community Revitalization fund for \$500,000 towards the approved 2021 Church Road corridor improvements and Active Transportation Project;

AND THAT Council supports this project and commits to its share of the project, as well as any cost overruns for this shovel-ready project with an anticipated substantial completion date of November 2021.

THAT Council direct Staff to submit an application for grant funding to British Columbia Active Transportation Grant Program for up to \$500,000 towards the approved 2021 Church Road corridor improvements and Active Transportation Project;

AND THAT Council supports this project and commits to its share of the project, as well as any cost overruns for this shovel-ready project with an anticipated substantial completion date of November 2021.

THAT Council direct Staff to submit an application for grant funding to British Columbia Active Transportation Grant Program for up to \$500,000 towards the 2022 Church Road corridor improvements and Active Transportation Roundabout Project;

AND THAT Council supports this project and commits to its share of the project, as well as any cost overruns for this shovel-ready project with the anticipated construction start date of Spring 2022 and substantial completion date of November 2022.

THAT Council direct Staff to submit an application for grant funding to the Federation of Canadian Municipalities Asset Management Program for \$50,000 towards finalizing the District of Sooke's Asset Management Program;

AND THAT Council supports this funding application towards the finalization of the District's Asset Management Program and commits to its share of the project in the amount of \$12,500.

CARRIED UNANIMOUSLY

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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. BYLAWS

12.1. Business Licence Bylaw No. 778, 2021

A bylaw for the licensing and regulation of businesses in the District of Sooke.

2021-280

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

THAT Council adopt the bylaw cited as Business Licence Bylaw No. 778, 2021

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

12.2. Fees and Charges Amendment Bylaw No. 819 (752-03), 2021

A bylaw to add Business Licencing late fees and Development Services fees.

Council discussion:

- No amendment was required as the direction from Council was to bring forward the bylaw with the Community Economic Development Committee recommendation, for all home-based businesses to be required to hold a valid business licence and pay the fifty-dollar fee.
- Desire to see Farm Stands be required to hold a business license but not required to pay the associated fee.

2021-281

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

THAT Council direct staff to add Farm Stands and Farm-Retail Sales to schedule four (4) of the Fees and Charges Amendment Bylaw No. 819 (752-03), 2021, with a no-charge fee.

Staff advised that Council would need to rescind third reading of the Fees & Charges Bylaw in advance of the above motion.

2021-282

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

THAT Council table motion #2021-281.

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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2021-283

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council rescind third reading of the Fees and Charges Amendment Bylaw No. 819 (752-03), 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

The tabled motion #2021-281 was PUT and CARRIED

Council discussion:

- Food security is the main issue, the district has minimal farmlands. The District needs to ensure these lands can continue to be productive with limited restrictions.

2021-284

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council give third reading to the bylaw cited as Fees and Charges Amendment Bylaw No. 819 (752-03), 2021, as amended.

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. Zoning Amendment Bylaw No. 817 (600-87), 2021 - ALR Dwellings

A bylaw to align the municipal bylaw with the Agricultural Land Commission regulations for additional dwelling units.

2021-285

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No. 817 (600-87), 2021

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. Zoning Bylaw Amendment Bylaw No. 809 (600-85), 2021 - 5627 Woodlands Road

The Director of Planning & Development provided an overview of the written staff report to rezone the property located at 5627 Woodlands Road to create four (4) individual lots.

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Council discussion:

- The application has been vetted against the current bylaws and the public hearing will be an opportunity for local neighbourhood residents to provide their input on the proposed amendment.

2021-286

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

THAT Council give first and second reading to *Zoning Amendment Bylaw No. 809 (600-85), 2021* to amend the zoning on the property located at 5627 Woodlands Road from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5), and;

THAT Council schedule the Public Hearing for *Zoning Amendment Bylaw No. 809 (600-85), 2021* in accordance with Section 466 of the *Local Government Act*;

THAT Council accept cash-in-lieu for the required 5% parkland dedication per section 510 of the *Local Government Act*; and

THAT prior to final adoption of *Zoning Amendment Bylaw No. 809 (600-85), 2021* the owner enter into section 219 Covenants to address housing tenure restrictions, offsite works and servicing requirements, cash-in-lieu in the amount of \$9,000.00 for 10% affordable housing for residential developments and other necessary works and services.

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. Zoning Bylaw Amendment PLN01591 - 1934 Powliuk Crescent

The Director of Planning & Development provided an overview of the written staff report to rezone the property located at 1934 Powliuk Crescent to create two (2) separate lots.

Council discussion:

- Concern with a duplex being added onto a small lot and that the character of the neighbourhood would be augmented by this zoning change.

2021-287

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

THAT Council give first and second reading to *Zoning Amendment Bylaw No. 818 (600-88), 2021* to amend the zoning on the property located at 1934 Powliuk Crescent from Medium Lot Residential (R2) to Small Lot Residential (R3) and;

THAT Council authorize Staff to schedule a Public Hearing for *Zoning Amendment Bylaw No. 818 (600-88), 2021* in accordance with Section 466 of the *Local Government Act*; and

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THAT prior to final adoption of *Zoning Amendment Bylaw No. 818 (600-88), 2021* the owner enter into section 219 Covenants to address offsite works and cash in lieu in the amount of \$3,000.00 for 10% affordable housing for residential developments and other necessary works and services.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Ebony Logins and Councillor Megan McMath

13. NEW BUSINESS

13.1. Notice of Motion - Councillor Bateman

Councillor Bateman provided an overview of the notice to remove the financial barriers for the low-impact commercial use of municipal parks.

Council discussion:

- Concerns with identifying which uses would be considered low impact.
 - Staff advised that the Community Parks' Regulation Bylaw would require an amendment to define low impact/low-risk activities.

2021-288

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

THAT Schedule 1 - Administrative Services of the District of Sooke's Fees & Services Bylaw No. 752 be amended to add hourly (\$20) and seasonal/quarterly (\$200) permit fee options for low-impact/low-risk commercial use of municipal property; and that the refundable security deposit for low-impact/low-risk activities be reduced to \$200.

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

Amendment to Main Motion #2021-288

2021-289

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

THAT Council amend Main Motion #2021-288 by adding "and direct staff to draft a definition of low impact/low-risk activities and relevant amendments to the Community Parks Regulation Bylaw for consideration" at the end of the motion.

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

Amendment to Main Motion #221-288

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Council discussion:

- An hourly rate would be more difficult to monitor than a daily rate.

2021-290

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the words "hourly rate (\$20)" be struck and replaced with "daily rate (\$40)".

DEFEATED.

In Favour: Councillor Tony St-Pierre

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

The Main Motion was **PUT** and **CARRIED**.

14. CORRESPONDENCE REQUIRING ACTION

14.1. 17 Mile Water Issues

Residents impacted by highway construction and seeking guidance from Council.

Council discussion:

- Request staff forward the correspondence to the project manager requesting a response to the letter writer.

2021-291

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council receive the correspondence for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

15. COUNCIL VERBAL REPORTS

Councillor Lajeunesse reported:

- Attendance at the South Island First Nations event.

Councillor Beddows reported:

- A new manager has been selected for SEAPARC and will arrive in late August.

Councillor Bateman reported:

- Attendance at the Vancouver Island Regional Library (VIRL) gravel toss or "ribbon-cutting" event.
- Attendance at Climate Action Committee meeting.
- The upcoming Sooke Homelessness Coalition meeting.

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Mayor Tait reported:

- Attendance at the Vancouver Island Regional Library (VIRL) gravel toss or "ribbon-cutting" event.
- Attendance at the final Union of British Columbia Municipalities (UBCM) board meetings as past president.

16. ADJOURNMENT

2021-292

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council adjourn the July 12, 2021, Regular Council meeting at 10:07 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 26, 2021, 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

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Kenn Mount, Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

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 of the T'Sou-ke Nation upon whose territory Council is meeting.

3. MINISTERIAL ORDER M192

2021-293

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 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

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4. APPROVAL OF THE AGENDA

2021-294

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

THAT the agenda for the July 26, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 5.1. *Zoning Amendment Bylaw No. 813 (600-86), 2021.*
- Addition of Supplemental Information for Item No. 5.2. *Development Variance Permit - 7044 Maple Park Terrace.*
- Addition of Supplemental Information for Item No. 5.4. *Development Variance Permit - 2155 Branford Place.*
- Addition of Supplemental Information for Item No. 9.2. *Consent Agenda - Recommendations from July 19, 2021, Committee of the Whole 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

5. PUBLIC AND STATUTORY HEARINGS

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 to have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing to order at 7:07 p.m.

5.1. Zoning Amendment Bylaw No. 813 (600-86), 2021 - 2614 Otter Point Road

The Director of Planning & Development provided an overview of the written staff report for the purpose of amending the zoning on the property located at 2614 Otter Point Road from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5).

Council discussion:

- Desire to include a section 219 covenant, requiring a chain-link fence along the north side of the development property which adjoins to the neighbouring property.
- A tree protection plan is not required, the applicant has been informed that the District would appreciate the need to maintain significant trees on the property and are working with staff on voluntary compliance in the absence of a tree policy being in place.
- Development density is compared against the current Official Community Plan (OCP), the draft OCP will not be utilized. It was confirmed that the development meets all District Bylaws and Policies.
- This development will not be as dense as other developments with larger lots, and infrastructure is already in place with the neighbouring Farrell Estates development.

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Public input:

- William Wallace, Sooke resident, spoke in opposition to the development due to the impacts on the environments such as increased Green House Gases (GHG) and removal of a Carbon Sequestering Forest.

Mayor Tait closed the public hearing at 7:31 p.m.

5.1. Zoning Amendment Bylaw No. 813 (600-86), 2021 - 2614 Otter Point Road

2021-295

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council give third reading to the bylaw cited as Zoning Amendment Bylaw No. 813 (600-86), 2021.

Amendment to Main Motion #2021-295

2021-296

MOVED by Mayor Maja Tait, seconded by Councillor Al Beddows:
THAT Council direct staff to work with the applicant to install a chain-link fence along the north side of the property through a section 219 covenant.

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, as amended, was **PUT** and **CARRIED**

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

5.2. Development Variance Permit - 7044 Maple Park Terrace

The Director of Planning & Development provided an overview of the written staff report seeking approval from Council for staff to work with the applicant to achieve an acceptable road grade transition for a portion of Brailsford Place.

Mr. Wignall, a representative for the developer, provided an overview of the project, a historical timeline and past communication with the District, which has led them to the 15% road grade which is currently in place.

Council discussion:

- Concerns were expressed that there were no formal design drawings received by the District in advance of the developer beginning road construction.
- The developer must have been aware that a variance would be required to alter the road grade, as it is a requirement in the municipal bylaw.

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- Staff have been requested to manage the growth of neighbourhoods and impacts on residents, there are quality standards that must be adhered to.
- There have been ongoing challenges with this development, such as blasting and dust issues, and the desire is to complete the development to provide peace for the neighbours.

Public input:

- Ian Lang, the applicant, spoke to connectivity with multiple entries into the development, money loss by sitting idle, and advised that there are only 2 options; Rip out pipes and readjust for 12% or be allowed to transition, for 35 meters.
- William Wallace, a Sooke resident, spoke in opposition to the development due to the environmental impacts.

Council discussion:

- The applicant would not be able to return to Council if this is defeated. Ideally, if the applicant submits detailed design drawings which staff find acceptable, then the variance could be brought forward at a later date.
- Concerns were raised regarding the District's liability with a 15% grade.
- Desire to work with applicant to evaluate options, and work in good faith.
- Reducing the grade in this one location will greatly affect a large portion of the development.
- Lack of appreciation for the developer moving ahead without submitting approved design drawings.
- Support for a mix of road grading, but only with staff approval.

Staff advised that anything less than the current 15% road grade would result in the removal of installed utilities and advised that the developer began the construction of the road at their own risk.

2021-297

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

THAT Council direct staff to work with the applicant for Development Variance Permit PLN01619 to achieve a transition from 15% to 12% road grade for the portion of Brailsford Place, and to return to Council for further consideration of the variance request.

DEFEATED.

In Favour: Councillor Jeff Bateman, Councillor Al Beddows, and Councillor Ebony Logins

Opposed: Mayor Maja Tait, Councillor Dana Lajeunesse, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath

Council discussion:

- Suite parking should only be allowable onsite in this location, no parking on the roadways, along with a reduced speed limit and guard rails, to ensure additional safety measures are in place.

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- The engineer is obligated to approve the design drawings, however, the District has not accepted the drawings as they do not align with the District bylaws.
- The onus is on the applicant to work with staff to find the best solution.

2021-298

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council approve the issuance of a DVP to facilitate the subdivision of property located at 7044 Maple Park Terrace by varying the Subdivision and Development Standards Bylaw No. 404, 2014, Schedule 3, Section 9 to increase the maximum allowable road grade from 12% to 15% for a portion of road commencing west of Brailsford Place pending acceptance of approved drawings

Staff advised that they would not accept the current design drawings submitted by the applicant and revised drawings are required to proceed.

Amendment to Main Motion #2021-298

2021-299

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council amend Main Motion #2021-298 to add "subject to staff working with the applicant to determine an acceptable transition for a variance up to a maximum of a 15% road grade for a maximum 50-meter portion of road commencing west of Brailsford Place" to the motion.

WITHDRAWN

The meeting was recessed at 9:35 p.m.

The meeting was reconvened at 9:48 p.m.

Amendment to Main Motion #2021-298

2021-300

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council amend Main Motion #2021-298 to add "subject to staff accepting approved drawings that demonstrate a maximum decrease in road grade but does not require the removal of all deep utilities" to the motion.

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, was **PUT** and **CARRIED**

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5.3. Development Variance Permit - 2340 Sun River Way

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report to reduce the required setback from a watercourse for the addition to an existing Daycare.

Public input:

- Israel Mazarigos, the applicant, provided additional information regarding the expansion to the daycare, which would include an enhanced outdoor play area, a second playroom area and a new nature area.
- Mike Lauzon, a Sooke resident, is a neighbouring resident and supports the variance.
- Jill Marchand, a Sooke resident, was concerned with flooding in the winter months and the impact to the wildlife corridor.

Staff advised that a Qualified Environmental Professional (QEP) was hired to provide a report on the environmental impacts and that the setbacks will not disrupt the nearby watercourse.

2021-301

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council authorize the issuance of Development Variance Permit PLN01607 for 2340 Sunriver Way, to reduce the required natural boundary setback to a watercourse from 30 metres to 11.6 metres for the purpose of permitting the construction of an addition to an existing Community Care Facility (Daycare Centre).

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

5.4. Development Variance Permit - 2155 Banford Place

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report, to reduce the required setback from a watercourse for the construction of a new residential duplex.

2021-302

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council authorize the issuance of Development Variance Permit PLN01609 for 2155 Banford Place, to reduce the required setback to a natural boundary of a watercourse from 30 metres to 25.8 metres for the purpose of permitting the construction of a new duplex.

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

Minutes for the Regular Council Meeting of the District of Sooke - July 26, 2021

6. ADOPTION OF MINUTES

Council meeting minutes

- June 14, 2021 - Regular
- June 28, 2021 - Regular

2021-303

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

THAT the minutes below be adopted as amended:

- June 14, 2021, Regular Council Meeting Minutes
- June 28, 2021, Regular Council Meeting Minutes

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 Council with the following update:

- The Community Economic Development Committee conducted a business walk on July 22nd.
- The Planning Department is evaluating the Climate Action Committees 7% solution option into the Official Community Plan.

8. PUBLIC QUESTION AND COMMENT PERIOD

The following member of the public provided comments:

- Jim Gillies, a Sooke resident, spoke in opposition to Item 9.2. *Recommendations from the July 19, 2021, Committee of the Whole Meeting*, specifically 3,4, and 5, suggesting alternative locations be assessed and expressed his concerns related to dog parks.

9. CONSENT AGENDA

2021-304

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

THAT #3, #4 and #5 of Item No. 9.2. be pulled for discussion.

THAT Items No. 9.1. and #1 and #2 of Item 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, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath

9.1. Correspondence

- THAT the correspondence from June 23 - July 21, 2021, be received and filed accordingly.

Minutes for the Regular Council Meeting of the District of Sooke - July 26, 2021

9.2. **Recommendations from July 19, 2021, Committee of the Whole Meeting**

1. THAT the Committee of the Whole recommends Council approve the climate change mitigation strategy, the "7% Solution", and proceed with its implementation by directing staff (with CAC support to review) to create an implementation plan; prepare budget recommendations for incorporation in the district's next five-year financial plan; and investigate funding sources and partnerships required to implement the strategy fully.
2. THAT the Committee of the Whole recommends Council approve the updated Council Strategic Priorities Chart dated July 2021.

CONSIDERATION OF MATTERS REMOVED FROM CONSENT AGENDA

9.2. **Recommendations from July 19, 2021, Committee of the Whole**

Council discussion:

- Assurance that all locations have been evaluated, consultation has been ongoing for several years and the best interest of the community has been considered.
- It is anticipated that users will continue to self-regulate, in the management of their dogs within the park.
- Parking issues are a concern, staff will find opportunities to enhance and educate park users on park access.
- Recognition that neighbours are concerned with the proximity of the location to homes and the potential for increased users.
- Dog owners in the community have been advocating for a secure location for dogs to socialize and enjoy themselves.

2021-305

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council authorize staff to proceed with the construction of a fenced dog park at 2276 Church Road.

CARRIED.

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

Opposed: Councillor Jeff Bateman and Councillor Al Beddows

Absent: Councillor Megan McMath

2021-306

MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council resolve to meet past 11:00 p.m.

CARRIED.

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

Opposed: Councillor Ebony Logins and Councillor Tony St-Pierre

Absent: Councillor Megan McMath

Minutes for the Regular Council Meeting of the District of Sooke - July 26, 2021

Councillor Ebony Logins left the meeting at 11:01 p.m.

2021-307

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council allocate up to an additional \$45,000.00 to the dog park budget from Council contingency.

CARRIED.

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

Opposed: Councillor Al Beddows

Absent: Councillor Ebony Logins and Councillor Megan McMath

2021-308

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council direct staff to ensure that special attention to the dog park location be addressed during the CRD Animal Control Services contract renewal in Fall 2021.

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. REPORTS

10.1. Sooke Program of the Arts (SPA) Committee Recommendations

Council discussion:

- Desire to wait on assessing the recommendations until the Alternative Approval Process has been completed for John Phillips Memorial Park.
- Postpone the recommendation to the first Regular Council meeting in October

2021-309

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council allocate \$30,000 in the 2022 budget to secure a consulting design firm to determine the best location for festival/event infrastructure in John Phillips Memorial Park and develop a 50% design drawing with Class D cost estimates for the construction of that facility in 2023.

POSTPONED

2021-310

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT resolution #2021-309 be postponed to the October 12, 2021, Regular Council 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

Minutes for the Regular Council Meeting of the District of Sooke - July 26, 2021

Council discussion:

- The Community Economic Development Officer and the Community Economic Development Committee will work with Tourism Vancouver Island to completing the work on the Municipal and Regional District Tax (MRDT), and the remaining funds provided to the Sooke Region Tourism Association (SRTA) will be utilized.

2021-311

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Tony St-Pierre: THAT the Sooke Program of the Arts Committee recommend that Council direct staff to investigate the development of a destination fee on hotels, tickets and/or facility rentals to generate direct economic benefit to the local government for the promotion of Sooke as a destination for festivals, arts, and culture in Sooke.

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

2021-312

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre: THAT the Sooke Program of the Arts Committee recommend that Council direct staff to investigate the costs and logistics of the development of an events webpage on Sooke.ca for the promotion of Sooke as a destination for festivals, arts, and culture in Sooke.

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. Design Budget Amendments and Design Contract Extensions

There are three (3) critical Transportation Master Plan projects in the 2021 budget funded from the Development Cost Charges (DCC) that are not identified in the DCC Program Bylaw. Due to the delay of the DCC Bylaw review a budget amendment is recommended to fund the projects from the Gas Tax/Community Works Fund.

2021-313

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

1) THAT Council receive this report for information.

2) THAT Council direct Staff to extend/amend existing design contracts with the following consultants to include final design, contract administration, project management and contract increases within annual budget allocations:

Minutes for the Regular Council Meeting of the District of Sooke - July 26, 2021

- Urban Systems for the Town Centre Corridor Design;
- Associated Engineering for the Throup Road Connection Design;
- McElhanney Consulting for the Phillips Road Corridor Design, the Church Road Roundabout, the Throup Road Extension to Charters, and the Charter Intersection;
- ISL Engineering for the Charters Corridor; and
- Stantec for the Townsend to Whiffin Spit Active Transportation Design.

3) THAT Council direct staff to bring forward an amendment to the 2021-2025 Five Year Financial Plan to:

- reallocate \$50K from Gas Tax for the Town Centre Corridor Design;
- reallocate \$50K from Gas Tax for the Throup Road Connection Design;
- reallocate \$100K from Gas Tax for the Phillips Road Corridor Design; and
- reallocate \$198,750 of DCC funding for the Brailsford Connection, Phillips Road and Charters Road Design to be funded with Gas Tax in 2021.

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. **April - June 2021 Quarterly Update**

A report to provide Council and the public with information on the revenue, expenses and capital purchases included in the 2021 budget.

2021-314

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council receive the Quarterly Update 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

10.4. **2022 Budget Development Schedule**

The Director of Finance provided an overview of the written staff report highlighting the 2022 Budget schedule and engagement plan.

2021-315

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, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Megan McMath

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11. BYLAWS

11.1. Fees and Charges Amendment Bylaw No. 819 (752-03), 2021

A bylaw to amend Bylaw No. 752, Fees and Charges Bylaw, 2019 to add Business Licencing late fees and Development Services fees.

2021-316

THAT Council adopt the bylaw cited as Fees and Charges Amendment Bylaw No. 819 (752-03), 2021.

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

Councillor Beddows declared a conflict of interest, as a member of the Sooke Lions Club, and left the meeting at 11:20 p.m.

11.2. Parks Disposition Bylaw No. 820, 2021 - Alternate Approval Process Bylaw

The Corporate Officer provided an overview of the written staff report, to establish a Parks Disposition Bylaw prior to the alternative approval process for the proposed lease of land within John Phillips Memorial Park to the Sooke Lions Club.

2021-317

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council give first, second and third reading to the bylaw cited as the Parks Disposition Bylaw, No. 820, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Councillor Beddows returned to the meeting at 11:28 p.m.

12. NEW BUSINESS

12.1. Notice of Motion - Councillor Logins

- For consideration at the September 20th Regular Council meeting

WHEREAS Staff and Council have committed to coffee chats to discuss the upcoming financial plan with the community;

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AND WHEREAS coffee chats are important but inherently will not capture a representative sample of Sooke's diverse community;

AND WHEREAS Local Government has the responsibility to engage with the entire community and new methods are required to engage a representative cross-section of the community;

AND WHEREAS Sooke should strive to be a leader in meaningful civic engagement and has committed to improving our engagement;

AND WHEREAS The District of Sooke has a council contingency balance of approximately \$76,831;

BE IT RESOLVED that Council directs staff to host a minimum number of Budget Block Parties to be decided by council throughout Sooke, at various locations within Sooke, with the intent of communicating with a representative group of community members including youth, seniors, and families;

BE IT FURTHER RESOLVED that Council resource staff with up to \$10,000 to host the Budget Block Parties in September and/or October with a budget allocation that either pays for or subsidizes food and beverages, which would include catering and/or food trucks;

AND BE IT FINALLY RESOLVED that Council and Staff, as required, attend Budget Block Parties.

13. CORRESPONDENCE REQUIRING ACTION

13.1. MIABC Voting Delegate

Confirmation of voting delegate and alternative to represent the District at the Municipal Insurance Association of BC Annual General Meeting.

Council discussion:

- Mayor Tait and Councillor Bateman shall remain as voting delegates.

2021-318

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council receive the MIABC Voting Delegate correspondence 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

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14. COUNCIL VERBAL REPORTS

Councillor Lajeunesse reported:

- Attendance at the Community Economic Development Committee business walk.

Councillor St-Pierre reported:

- Attendance at the Capital Regional District (CRD) Water Commission meeting.
- Congratulations to Woodside Farm for receiving a Century Farm and Ranch Award.

Councillor Bateman reported:

- The Sooke Homelessness Coalition is awaiting notification on grant funding to further support the homelessness issues in the community.
- Attendance at the Capital Regional District (CRD) board meetings.
- Attendance at the Climate Action Committee working group session.

Councillor Beddows reported:

- Progress update on the multi-use sports box.
- Upcoming engagement opportunities for the draft Official Community Plan (OCP).

Mayor Tait reported:

- Announced the District's successful Provincial grant funding of \$4.6 million to fund the expansion of the wastewater treatment plant.
- Attendance at the Union of British Columbia Municipalities (UBCM) executive and board meetings.
- Offered appreciation and recognition to firefighters spending time-fighting forest fires.
- Attendance at the virtual Sooke Fine Arts Show.

15. ADJOURNMENT

2021-319

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

THAT Council adjourn the July 26, 2021, Regular Council meeting at 11:42 p.m.

CARRIED UNANIMOUSLY

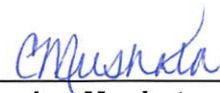
In Favour: Mayor Maja Tait, Councillor Jeff Bateman, Councillor Al Beddows, Councillor Dana Lajeunesse, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Megan McMath

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting
August 30, 2021 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 (arrived at 7:05 pm)
Councillor Dana Lajeunesse

ABSENT: Councillor Tony St-Pierre

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Sarah Temple, Deputy Corporate Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning & Development
Jeff Carter, Director of Operations
Cam Norris-Jones, Acting Director of Community Safety
Jennifer Royer-Collard, Corporate Services Assistant
Chandra Frobel, 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

2021-320

MOVED by Councillor Al Beddows, 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: Councillor Al Beddows, Councillor Dana Lajeunesse, Mayor Maja Tait, Councillor Jeff Bateman, and Councillor Ebony Logins

Absent: Councillor Tony St-Pierre, and Councillor Megan McMath

4. APPROVAL OF THE AGENDA

2021-321

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

THAT the agenda for the August 30, 2021 Special Council meeting be adopted as amended.

CARRIED UNANIMOUSLY

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

Absent: Councillor Tony St-Pierre, and Councillor Megan McMath

5. PUBLIC QUESTION AND COMMENT PERIOD

No speakers or public correspondence were brought forward.

**Minutes for the Special Council Meeting
of the District of Sooke - August 30, 2021**

Councillor McMath arrived at 7:05 pm.

6. REPORTS

6.1 Wastewater Treatment Plant Design, Project Management, and Contract Administration Award

The Director of Operations summarized the agenda report which describes the procurement process that identified Stantec as the successful bidder.

Council discussion:

- More information about why Stantec was selected was requested.

Staff comments:

- Stantec has an established understanding of the existing infrastructure involved in the work, has extensive experience, offered the lowest pricing, and committed to hiring local workers and subcontractors as much as possible.

2021-322

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

THAT COUNCIL authorize staff to award and enter into a General Service Agreement with Stantec Consulting for the Design, Project Management, and Contract Administration of the District's Wastewater Treatment Plant Expansion Project.

CARRIED UNANIMOUSLY

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

Absent: Councillor Tony St-Pierre

6.2 Municipal Wastewater Design and Consulting Services Award

The Director of Operations summarized the agenda report which describes the procurement process that identified Stantec as the successful bidder.

Council discussion:

- More information about how the proposed work will integrate with the existing Liquid Waste Management Plan (LWMP) was requested.

Staff comments:

- The 2012 LWMP will be reviewed and evaluated for compatibility with the master plan during its development. The final master plan will prescribe the execution of some LWMP items.

2021-323

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

THAT COUNCIL direct staff to award and enter into a General Service Agreement with Stantec Consulting for Municipal Engineering Wastewater Design and Consulting Services.

CARRIED UNANIMOUSLY

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

Absent: Councillor Tony St-Pierre

**Minutes for the Special Council Meeting
of the District of Sooke - August 30, 2021**

7. RESOLVE INTO COMMITTEE OF THE WHOLE

2021-324

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

THAT Council resolve into Committee of the Whole for discussions on the draft Official Community Plan.

CARRIED UNANIMOUSLY

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

Absent: Councillor Tony St-Pierre

7.1 Presentation of the Draft Official Community Plan

Staff, DIALOG and the Chair of the Official Community Plan Advisory Committee (OCP AC) introduced the OCP to Council:

- Staff –while drafting the OCP, DIALOG has drawn on information gathered from existing plans, the OCP AC, staff and the public. The OCP is sufficiently developed to progress to the public-input phase of the project before being finalized in a bylaw format.
- OCP AC Chair – the committee has reviewed the draft document and has agreed that the public-input phase may proceed, though not unanimously. The OCP AC has provided written feedback for Council's consideration.
- DIALOG – Jennifer Fix, DIALOG, presented information about the draft OCP and the process followed to develop it, which included staff consultation, public engagement, and committee collaboration. Issues and priorities that were identified through public engagement activities and discussions with the T'Sou-ke Nation are reflected in the plan. While staff, Council and developers will be the most frequent users of the document, the greater community will realize its benefits and its impact on the shoreline, outdoor space, parks, growth, housing options, climate change and transportation. The OCP will help protect the attributes and the identity that the community values. The document's goal areas, goals, objectives, policies, and actions collectively convey the vision for Sooke.

Council discussion:

- The draft OCP is progressing in the right direction and the draft will be a useful public engagement tool.
- The OCP AC's notes will be considered.
- Climate change is addressed throughout the document and the Climate Action Committee will provide feedback once its members have completed their review. Council will uphold its commitment to reducing GHG emissions by 50% by 2030.
- Developers in the community are aware that a new OCP will effect change.
- DIALOG's presentation greatly increased members' understanding, though more clarity and detail within the document are needed.
- Once completed, the OCP will be a tool for advocacy to other levels of government and will ensure progress in priority areas.

Staff/DIALOG comments:

- Open communications with developers and other stakeholders will ease the transition to the new requirements of the OCP.
- Input from the Province and Council committees may be solicited now that the draft is complete. The T'Sou-ke Nation has been consulted.

Minutes for the Special Council Meeting of the District of Sooke - August 30, 2021

- GHG emission targets may evolve over the 10-year course of the new OCP but the policies within it address the need to continually improve.

Public input:

- Terry Cristall, OCP AC member: DIALOG has captured the issues of the community accurately.
- Helen Ritts, OCP AC Chair: Council and the OCP AC are in accord. The current OCP AC members would like to be involved in the future review of the Zoning bylaw.
- Steve Grundy, OCP AC member: the previous OCP was not implemented/acted upon effectively. The finalized OCP must represent the wishes of the community.

2021-325

MOVED by Councillor Jeff Bateman

THAT Committee of the Whole recommend Council receive the "Draft Official Community Plan dated August 2021" (Draft OCP), with further feedback from the OCP Advisory Committee being incorporated with community and stakeholder feedback in the upcoming phase of the project;

AND THAT Committee of the Whole recommend Council proceed with public engagement of the Draft OCP in order to obtain broader community feedback.

THAT Committee of the Whole recommend Council receive the OCP Advisory Committee (OCP AC) notes on the August 2021 Draft OCP.

CARRIED UNANIMOUSLY

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

Absent: Councillor Tony St-Pierre

2021-326

MOVED by Councillor Dana Lajeunesse:

THAT Council resolve out of Committee of the Whole.

CARRIED UNANIMOUSLY

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

Absent: Councillor Tony St-Pierre

8. COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.1 Recommendations from the August 30, 2021 Committee of the Whole Meeting

2021-327

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

THAT Council receive the "Draft Official Community Plan dated August 2021" (Draft OCP), with further feedback from the OCP Advisory Committee being incorporated with community and stakeholder feedback in the upcoming phase of the project;

AND THAT Council proceed with public engagement of the Draft OCP in order to obtain broader community feedback.

THAT Council receive the OCP Advisory Committee (OCP AC) notes on the August 2021 Draft OCP.

CARRIED UNANIMOUSLY

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

Absent: Councillor Tony St-Pierre

**Minutes for the Special Council Meeting
of the District of Sooke - August 30, 2021**

9. ADJOURNMENT

2021-328

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

THAT the August 30, 2021 Special Council meeting be adjourned at 9:00 pm.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Tony St-Pierre

Certified Correct:



**Maja Tait
Mayor**



**Carolyn Mushata
Corporate Officer**



MINUTES
District of Sooke
Regular Council Meeting
September 20, 2021, 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
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Cam Norris-Jones, Interim Fire Chief
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Ebony Logins
Councillor Megan McMath

1. CALL TO ORDER

The Mayor opened the meeting at 6:00 p.m.

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-329

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

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

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins and Councillor Megan McMath

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

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

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

5. MINISTERIAL ORDER M192

2021-330

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

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, and Councillor Tony St-Pierre

Absent: Councillor Ebony Logins and Councillor Megan McMath

6. APPROVAL OF THE AGENDA

2021-331

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

THAT the agenda for September 20, 2021, Regular Meeting of Council, be adopted, as amended:

- Addition of Supplemental Information for Item No. 7.1. *Zoning Amendment Bylaw No. 809 (600-85), 2021 - 5627 Woodlands Road.*
- Addition of Supplemental Information for Item No. 9.1. *Ban of Cosmetics Herbicides/Pesticides.*
- Addition of Supplemental Information for Item No. 11.1. *Written Correspondence Received for Item No. 13.1.*
- Vary section 23 (1) of the Council Procedure Bylaw to allow for a 20-minute duration for the Public Question and Comment Period.

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

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 to have their written submission presented at the public hearing.

Mayor Tait called the Public Hearing to order at 7:08 p.m.

7.1. Zoning Amendment Bylaw No. 809 (600-85), 2021 - 5627 Woodlands Rd

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report, to amend the zoning from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5) to create four (4) individual lots.

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

Council Discussion:

- The affordable housing contribution aligns with the District's requirements.
- Further subdivision of the remaining lot would require review by the District.
- A Tree Protection Plan has been developed and will be executed by the applicant.

Public Input:

- Christine Brown, a Sooke resident, offered support for the proposed subdivision.
- Dan Quigley, a Sooke resident, supported the proposed amendment and suggested that any additional subdivisions at of these properties be required to further contribute to the affordable housing fund.
- Susan Belford, a Sooke resident, expressed concern with the development occurring under the current Official Community Plan (OCP) while the draft is being prepared.
- Brigg Low, a Sooke resident, provided support for the development.
- Vincent Collard, the applicant, advised that he has followed staff direction and provided all necessary requirements.

7.2. Zoning Amendment Bylaw No. 818 (600-88), 2021 - 1934 Powliuk Cres

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report to rezone the property from Medium Lot Residential (R2) to Small Lot Residential (R3) to create two (2) separate lots.

Council Discussion:

- The status of the current occupancy was unclear and not relevant to the decision related to the rezoning.
- All District bylaws and policies have been met for the application.
- There are no assurances that the subdivided property will remain under the current ownership.

Mayor Tait closed the Public Hearing at 7:41 p.m.

7.1. Zoning Amendment Bylaw No. 809 (600-85), 2021 - 5627 Woodlands Rd

Council Discussion:

- The current Official Community Plan (OCP) is utilized to base land development decisions as the draft is too far out to prolong the application.
- Concerns the development will lack rural character and there will be significant traffic impacts.

2021-332

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

THAT Council give third reading to the bylaw cited as Zoning Amendment Bylaw No. 809 (600-85), 2021.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

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

7.2. Zoning Amendment Bylaw 818 (600-88), 2021 - 1934 Powliuk Cres

Council Discussion:

- This zoning amendment includes the infill the community needs.
- Concerns with duplexes being added as it would change the character of the neighbourhood.

2021-333

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council give third reading to the bylaw cited as Zoning Amendment Bylaw 818 (600-88), 2021.

CARRIED.

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

Opposed: Councillor Jeff Bateman and Councillor Al Beddows

Absent: Councillor Ebony Logins and Councillor Megan McMath

7.3. Development Permit with Variance - 2489 Otter Point Road

The Director of Planning & Development provided a PowerPoint presentation and overview of the written staff report for a variance to reduce the required natural boundary setback of a pond from 30 meters to 15 meters and issue a development permit to facilitate a seven (7) lot bare land strata subdivision.

Council Discussion:

- Proposed riparian area setbacks align with, and have been accepted by, the Province.
- Qualified Environmental Professionals (QEP) are hired to assess the project impact and provide technical analysis, which shows no adverse effects to the area and identifies that the environmental protection requirements will be met.
- A suggestion was offered that the preservation of trees and natural foliage could be required instead of cash in lieu of parklands, to protect the watershed and provide habitat for the wildlife.
- Desire to acquire alternative options and defer back to staff for further analysis.

Public Input:

- Susan Belford, a Sooke resident, expressed concerns about the unknown impacts of allowing the setback.
- Steve Unger, a Sooke resident and property owner adjoining the development, opposed the variance, expressing concern with the impact of development on the natural area, by stripping away the forest there will be increased flooding due to the buffer being removed.

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

Council Discussion:

- The applicant has full freedom to move forward with an alternative configuration without the variance if they choose to work within the current zoning.
- Ownership has changed since the rezoning of the property.
- The management of stormwater is important to the overall community, not just the impact to one location.

2021-334

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

THAT Council issue Development Permit PLN01589-2489 Otter Point Road for the purpose of facilitating a seven (7) lot bare land strata subdivision; and

THAT Council approves a variance to Section 3.22 Setbacks (Water) of Zoning Bylaw No. 600, 2013 to reduce the required natural boundary setback to a pond from 30 metres to 15 metres.

2021-335

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

THAT Council postpone consideration of the Development Permit with Variance for 2489 Otter Point Road to refer it back to staff to work with the applicant on a proposal that more closely aligns with bylaw requirements.

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

8. ADOPTION OF MINUTES

Meeting Minutes of Council

2021-336

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

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

- July 12, 2021, Regular Council meeting
- July 19, 2021, Committee of the Whole meeting
- July 26, 2021, Regular Council meeting
- August 30, 2021, Special Council 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

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

9. DELEGATIONS

9.1. Ban of Cosmetic Herbicides/ Pesticides

Yvonne Court provided a presentation requesting a bylaw banning herbicides/pesticides in the District of Sooke and provided an overview of the effects these have on the environment and people.

Council Discussion:

- The District has advocated for the ban of pesticide sales, however, education at the point of purchase is the only current process in place and the Province has no plan to change the Integrated Pest Management Act.
- Municipalities do not have the authority to prevent the sale of pesticides.

10. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- The Celebrate Sooke event occurred over the weekend and was well attended.
- Successful Union of British Columbia Municipalities (UBCM) grant announcements.
- Interviews for a new Fire Chief are underway.
- The Community Economic Development Strategy will be in front of Council in the coming months.
- Staff are in the process of reviewing the feasibility of the 7% solution provided by the Climate Action Committee.

11. PUBLIC QUESTION AND COMMENT PERIOD

11.1. Written Correspondence Received for Item No.13.1

Correspondence received concerning Item No. 13.1. *Alternative Approval Process Results - John Phillips Memorial Park.*

Councillor Beddows declared a conflict of interest as he is a member of the Sooke Lions Club and left the meeting at 8:43 p.m.

The following people addressed Council on Item No. 13.1. *Alternative Approval Process Report- John Phillips Memorial Park*

1. David Lintern, a Sooke resident, expressed opposition to the proposed Sooke Lions facility as it reduces active green space for the community.
2. Trevor Paul, a Sooke resident, spoke in opposition, advising that the community space shouldn't be reduced for development and expressed concern with the lack of information provided to the community on the process.
3. William Wallace, a Sooke resident, spoke in opposition due to the significant environmental impact and lack of project information.
4. Danny Willis, a representative for the Sooke Lions, provided clarity on the project and amenities, advising that the building would include various community partners to ensure a limited impact on already existing services.

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- 5. Susan Belford, a Sooke resident, expressed that the proposal has many positive aspects but the park is not the right location for it.
- 6. Liza Dawson-Whisker, a Sooke resident, opposed the impact that the development would have on the community green space while agreeing that the community could use a year-round, centrally located facility, and should not replace another amenity.

Councillor Beddows returned to the meeting at 9:01 p.m.

12. CONSENT AGENDA

2021-337

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Items No 12.1. and 12.2. 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

12.1. Correspondence

- THAT the correspondence from July 19 - September 15, 2021, be received and filed accordingly.

12.2. Official Community Plan Advisory Committee - Meeting Minutes

- THAT Council receive the following Official Community Plan Advisory Committee meeting minutes, for information:
 - May 27, 2021
 - June 28, 2021

13. REPORTS

Councillor Beddows declared a conflict of interest as he is a member of the Sooke Lions Club and left the meeting at 9:03 p.m.

13.1. Alternate Approval Process Results - John Phillips Memorial Park

The Mayor advised that this is not a District project. The District is the landholder and received a proposal from the Sooke Lions Club for the development. Staff followed the legislative requirements for the process and provided the required information. She advised there are historical plans for the enhancement of this community park, which were considered in this request.

The Director of Corporate Services provided an overview of the written staff report, outlining the Alternative Approval Process (APP), availability of electoral response forms, elector approval responses and provided options for consideration related to the next steps.

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

Council Discussion:

- Council provided the direction and authority to conduct an assessment of the community's perspective through the APP.
- This amenity would increase park function greatly and be better utilized.
- John Phillips Memorial Park is an accessible location, through the active transportation trail network, and would offer a quality location for future events.
- Communication on this proposal went above the legislative requirements, a document was prepared by staff, the content was curated for the website, and staff undertook many hours of face-to-face, email and phone conversations to provide information to those using the park.
- The reason for the lack of design drawings was due to the Sooke Lions not wanting to expend excess funds in advance of the community vote.

2021-338

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT this report pertaining to the Certification of Results regarding the Alternative Approval Process conducted to seek approval of the electors to lease a portion of John Phillips Memorial Park to the Sooke Lions be received for information.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

2021-339

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to bring back a report containing the lease details, the Development Permit process and options for further engagement.

CARRIED UNANIMOUSLY

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

Absent: Councillor Al Beddows, Councillor Ebony Logins, and Councillor Megan McMath

Councillor Beddows returned to the meeting at 10:02 p.m.

13.2. Return to Council Chambers

The Director of Corporate Services provided an overview of the written staff report, highlighting that the regulations allowing Council meetings to be held virtually has expired and mask mandates are in place for the public to attend meetings.

Council Discussion:

- Attending municipal meetings is considered an essential service, no vaccine passports are required, and hand sanitizer will be available for the public.

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

2021-340

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the report regarding public return to Council Chambers be received 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

13.2. Climate Action Committee Recommendation

A request for additional funding to extend the contract with Denise Withers for the development of a campaign strategy for the 7% Solution Toolkit and master story, for the Climate Action Plan.

2021-341

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Al Beddows:
THAT Council retain Denise Withers as a consultant to the Climate Action Committee's Education and Engagement working group for an additional 25 hours; and that her fee of \$3,750 for this additional time be drawn from the District's Carbon Tax Rebate Reserve Fund.

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. BYLAWS

14.1. Permissive Tax Exemption Amendment Bylaw 825

A bylaw to amend the Permissive Tax Exemption Bylaw No. 792, 2020, to remove non-profit exemptions for 6750 West Coast Road.

2021-342

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Al Beddows:
THAT Council give first, second and third reading to the bylaw cited as Permissive Tax Exemption Amendment Bylaw No. 825 (792-01), 2021.

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. Affordable Housing Agreement Bylaw No. 812 - 2038 Gatewood Road

The Director of Planning & Development provided an overview of the written staff report to designate one (1) affordable housing unit at the 2038 Gatewood Road subdivision.

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2021-343

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council give first, second, and third reading to the bylaw cited as *Affordable Housing Agreement (2038 Gatewood Road) Bylaw No. 812, 2021.*

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

2021-344

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council authorize the Chief Administrative Officer and the Corporate Officer to execute the necessary documents and the registration of a Notice of the Housing Agreement on the title of Strata lot 18, Strata Plan VIS7048, following the adoption of the bylaw.

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

14.3. Officers and Delegation of Authority Amendment Bylaw No. 821

A bylaw to amend the definitions of Directors and Managers in the Officer and Delegation of Authority Bylaw.

2021-345

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council give first, second, and third reading to the bylaw cited as *Officer and Delegation of Authority Amendment Bylaw No. 821 (672-4), 2021.*

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. NEW BUSINESS

15.1. Notice of Motion - Councillor Logins

- Proposed at the September 20th Regular Council meeting

Councillor Logins was not present to motivate, and Council did not move this item forward.

16. CORRESPONDENCE REQUIRING ACTION

16.1. Enhanced Road Assessment Pilot in Sooke - Response Letter

A letter from the Ministry of Public Safety and Solicitor General responding to the District's Enhanced Road Assessment pilot letter.

Minutes for the Regular Council Meeting of the District of Sooke - September 20, 2021

2021-346

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council receive the correspondence from Minister Farnworth, regarding Enhanced Road Assessments, 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

16.2. Sponsor Request - Harmony Project

A sponsorship request to fund a Drive-In movie night for Halloween 2021.

2021-347

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to write a letter of support for the harmony project, and that council provide \$3000 from Council Contingency.

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

16.3. Extreme Fire Danger

An email from a concerned resident regarding high-risk activities during extreme fire conditions.

2021-348

MOVED by Councillor Al Beddows, seconded by Councillor Jeff Bateman:
THAT Council receive the correspondence regarding Extreme Fire Danger 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

17. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- Attendance at the Celebrate Sooke event.

Councillor Lajeunesse reported:

- Attendance at the Celebrate Sooke event.

Councillor Bateman reported:

- Attendance at the Celebrate Sooke event.

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Mayor Tait reported:

- Appreciation for those who attended and volunteers at the Celebrate Sooke event.
- Attendance at the Union of British Columbia Municipalities (UBCM) conference.
- Appreciation and thank you to the essential service providers in the community.

18. ADJOURNMENT

2021-349

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

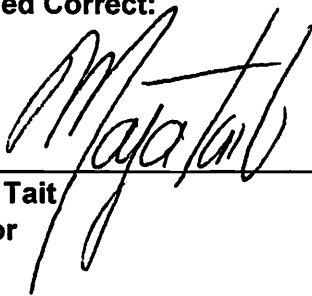
THAT Council adjourn the September 20, 2021, Regular Council meeting at 10:31 pm

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**

v

**Carolyn Mushata
Corporate Officer**



MINUTES
District of Sooke
Regular Council Meeting
October 12, 2021, 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
Sarah Temple, Deputy Corporate Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-350

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

THAT this 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.

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

3. CALL TO ORDER - OPEN PORTION

The Mayor 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 First Nation upon whose territory Council is meeting and announced that the T'Sou-ke First Nation flag is flying outside municipal hall and inside Council Chambers.

The Mayor provided the following additional opening remarks:

- Acknowledged the opening of chambers to the public.
- The passing of past Councillors Sheila Beech and Lorna Barry.
- The passing of long-time council watchdog Gail Hall.

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

5. APPROVAL OF THE AGENDA

Mayor Tait advised that Council does not receive anonymous correspondence in accordance with Policy 1.1. *Anonymous Correspondence* and that the Supplemental Information from Sooke On Fire Taxpayers for Item No. 10.3. would not be included with the approval of the agenda.

2021-351

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre: THAT the agenda for October 12, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 11.4. *Community Parks Regulation Amendment Bylaw No. 823 (101-6), 2021.*
- Move Item No. 11.2. *Fees and Charges Amendment Bylaw No. 824 (752-04), 2021,* to immediately follow Item No. 11.4.

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. DELEGATIONS

6.1. Decolonization

Jonathan Francoeur provided a presentation on his historical relationship and connection to the Coast Salish lands and suggested the community become more familiar with the indigenous lands that surround them.

7. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- The multi-use sports box in Sunriver will require a constant 16-hour concrete pour, property owners potentially affected by this work had notifications hand-delivered this week.
- Assessing a partnership agreement with Sooke Disposal for the storage of trucks and equipment at the Kaltasin public works yard.
- A meeting with the Sooke Lions is scheduled to discuss the next steps for their John Phillips Memorial Park proposal.
- A new Fire Chief has been recruited and is arriving on November 15, 2021.

8. PUBLIC QUESTION AND COMMENT PERIOD

The following members of the public provide comments:

- William Wallace, a Sooke resident, spoke in opposition to Item No. 10.3. *Sooke Program of the Arts Committee Recommendation - Festival/Event Infrastructure*, due to the unknown expenditures and lack of planning details available for public consumption.
- Verna Anderson, a Sooke resident, spoke in opposition to Item No. 10.3. *Sooke Program of the Arts Committee Recommendation - Festival/Event Infrastructure*, expressing the need to increase green space.

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

- Jonathan Francouer, a Sooke resident, sang a song related to Item No. 6.1. *Decolonization - Delegation.*

9. CONSENT AGENDA

2021-352

MOVED by Councillor Al Beddows, seconded by Councillor Ebony Logins:
THAT 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, Councillor Megan McMath, and Councillor Tony St-Pierre

9.1. Correspondence

- THAT the correspondence from September 10 through October 5, 2021, be received and filed accordingly.

10. REPORTS

10.1. Animal Control Contract Renewal

The Deputy Corporate Officer provided an overview of the written staff report advising that the District's Animal Control Contract will automatically renew for the 2022 and 2023 calendar years unless either party terminates the contract.

Council discussion:

- Statistics from the Capital Regional District (CRD) are received monthly.

2021-353

MOVED by Councillor Megan McMath, seconded by Councillor Al Beddows:
THAT Council receive the Animal Control Contract Renewal 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

10.2. Sooke Program of the Arts (SPA) Committee Recommendation - Memorial Wall

A proposed design concept for the installation of a memorial wall at Manual Quimper Park.

Council discussion:

- Desire to keep the building materials similar to what is used at other park structures.
- The requirement for a look through hole to ensure there is a view of the basin, to continue the late Councillor Parkinson's original vision.
- Artistic design concepts are the only portion funded from the SPA committee reserve fund; the remaining construction would require funding from an alternative source.

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

- An additional staff report will be provided, once staff have assessed the feasibility and established a timeline.
- The decision to change the location from Whiffin Spit to Manual Quimper is appreciated, it will enhance the location and encourage residents to visit the area.
- The final design should come back to Council.
- Preference to increase the space for plaques.

2021-354

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council direct staff to implement the memorial design concept at Whiffin Spit in 2022; and

THAT Council allocate one-third of the project costs, up to \$15,000, from the SPA Reserve to fund the costs related to the artistic elements of a memorial design concept at Whiffin Spit.

Amendment to Main Motion #2021-354

2021-355

MOVED by Mayor Maja Tait, seconded by Councillor Ebony Logins:
THAT Council amend the Main Motion #2021-354 to strike "Whiffin Spit" and replace it with "Manual Quimper Park".

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 Main Motion, as amended, was **PUT** and **CARRIED**

2021-356

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
THAT Council direct staff to incorporate a look-though feature into the memorial design concept.

Amendment to Motion #2021-356

2021-357

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council amend Main Motion #2021-356 by adding "with design consideration for future expansion" to the end of the motion.

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 Main Motion, as amended, was **PUT** and **CARRIED**

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

10.3. Sooke Program of the Arts (SPA) Committee Recommendation - Festival/ Event Infrastructure

A recommendation from the Sooke Program of the Arts committee to create a space within the community to support and grow a thriving arts program by enhancing John Phillips Memorial Park.

Council discussion:

- The committee was unaware of the District's discussions with the Sooke Lions Club when they initially proposed their recommendation.

2021-358

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council allocate \$30,000 in the 2022 budget to secure a consulting design firm to determine the best location for festival/event infrastructure in John Phillips Memorial Park and develop a 50% design drawing with Class D cost estimates for the construction of that facility in 2023.

DEFEATED.

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

2021-359

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath: THAT Council receive the report from the SPA Committee regarding Festival/Event Infrastructure for information and future consideration, after additional public engagement regarding John Phillip Memorial Park has been conducted.

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

10.4. Resignation of Climate Action Committee Member

There is a new vacancy on the Climate Action Committee, with the committee receiving the resignation of one of its members.

Council discussion:

- Appreciation to the member for their contributions.
- Committee appointments will be discussed at an upcoming meeting and this vacancy will be addressed at that time.

2021-360

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman: THAT Council receive the report pertaining to the resignation of a Climate Action Committee Member for information.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

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

10.5. Climate Action Committee Recommendation - 2022 Budget

The Chief Administrative Officer provided an overview of the written staff report providing the costing of the Climate Action Committee's 7% solution and providing options for inclusion in the upcoming budget cycle.

Council discussion:

- The items are not prioritized by the committee, the entire ask will capture the 7% solution.
- An engagement campaign would include advertisements, published materials, directing residents to alternative grant opportunities and initiatives outside the District.
- The rationale for these items being proposed is to ensure climate action is considered in the budget and these provide flexible options.
- Further discussion to take place as Council considers the 2022-2026 Five Year Financial Plan.

2021-361

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

THAT Council includes costs of \$101,000 for Climate Action work in the District's 2022 Budget. These costs would go towards:

- \$20,000 - Climate Action Coordinator intern position
- \$21,000 - Incentives to switch to heat pumps (60 households, \$350)
- \$20,000 - Engagement campaign
- \$5,000 – Placeholder for grant contribution
- \$5,000 – Upcoming CRD initiatives
- \$20,000 - Mode shift (possibly to support telework space)
- \$10,000 - Fleet assessment

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

Councillor Beddows declared a conflict, as a member of the Sooke Lions Club, and left the meeting at 8:59 p.m.

10.6. 2021 Santa Parade

Confirmation request for the 2021 Santa Parade event to be hosted by the Sooke Lions Club.

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

2021-362

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council authorize the Sooke Lions to organize and execute the 2021 Santa Parade, with associated costs up to \$5,000 and an honorarium of \$5,000, with \$4,000 from the events budget and the remainder from Council Contingency.

CARRIED UNANIMOUSLY

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

Councillor Beddows returned to the meeting at 9:04 p.m.

11. BYLAWS

11.1. Development Cost Charge Bylaw No. 775, 2021

The Director of Operations provided an overview of the written staff report and introduced the consultant from Urban Systems who has been managing the Development Cost Charge project.

Shaun Heffernan, from Urban Systems, provided a detailed overview of the Development Cost Charge (DCC) program proposal including the status of DCC's in the community, comparisons in the region, cost impacts, process outline, the engagement that was undertaken, and the next steps.

Council discussion:

- The relationship between the housing needs assessment and costs for infrastructure needed to support increased growth.
- Importance of promoting fairness and transparency with the implementation of the program.
- Sooke is a relatively new municipality with the past rural standard of infrastructure in place and is growing, current and future infrastructure should be assessed at a higher standard.
- Step code is an additional cost outside of the DCC program and is a separate requirement. A development requires infrastructure and services that developers are driving and are paying their fair share of costs.
- The Official Community Plan (OCP) and population numbers will be utilized to formulate the required infrastructure support numbers.
- There is currently no DCC reduction bylaw as this is a separate process and is something to be considered later.

2021-363

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council give first, second, and third reading to the bylaw cited as Development Cost Charge Bylaw No. 775, 2021; and

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

THAT Council direct staff to submit the Development Cost Charge Program and Bylaw to the Ministry for review and endorsement.

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

2021-364

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath: THAT Council receive the Urban Systems Development Cost Charge Background 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

The meeting was recessed at 9:49 p.m.

The meeting was reconvened at 9:55 p.m.

11.3. Sewer Use Amendment Bylaw No. 827 and Business Licence Amendment Bylaw No. 828 - Mobile Food Vendors

The Deputy Corporate Officer provided an overview of the written staff report, which provides bylaws to regulate how Mobile Food Vendors (Food Trucks) dispose of their wastewater, including cooking grease.

Council discussion:

- Difficulties associated with managing the unauthorized use of sewer connections, without specific prohibitions listed in the bylaw for food vendors.
- Serious impacts, and consequences, of grease and greywater being discharged directly into the wastewater collection system.
- Information needs to be provided to the vendors of mobile food trucks with options available for them to access.
- There are no community facilities that accept grease, vendors would need to travel to a facility or pay for collection onsite.

2021-365

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins: THAT Council give first, second, and third reading to the bylaw cited as Sewer Use Amendment Bylaw No. 827 (224-01), 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

2021-366

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MOVED by Councillor Jeff Bateman, seconded by Councillor Al Beddows:
THAT Council give first, second, and third reading to the bylaw cited as Business
Licence Amendment Bylaw No. 828 (778-01), 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

2021-367

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council direct staff to give notice of the proposed bylaw change in accordance
with section 59 of the Community Charter

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

11.4. Community Parks Regulation Amendment Bylaw No. 823 (101-6), 2021

A bylaw to amend the Community Parks Regulation Bylaw to define low-impact/low-risk commercial activities and reduce fees.

2021-368

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council give first, second, and third reading to the bylaw cited as Community
Parks Regulation Amendment Bylaw No. 823 (101-6), 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

11.2. Fees and Charges Amendment Bylaw No. 824 (752-04), 2021

A bylaw to amend the Fees and Charges Bylaw to reduce fees for low-impact/low-risk commercial park use activities, to update building permit security deposit fees and development applications fees, and to add contaminated site profile review fees.

2021-369

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council give first, second, and third reading to the bylaw cited as Fees and
Charges Amendment Bylaw No. 824 (752-04), 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

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11.5. Checkout Bag Regulation Bylaw No. 831, 2021

A bylaw to regulate the provision of checkout bags.

Council discussion:

- Quality of communication will be enhanced as the implementation of this bylaw is occurring post covid.
- Options to assess other containers and single-use plastics could be considered.

2021-370

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council give first and second reading to the bylaw cited as Checkout Bag Regulation Bylaw No. 831, 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

2021-371

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to advertise the proposed Checkout Bag Regulation Bylaw and a public input opportunity at an upcoming Council meeting, in two (2) consecutive editions of the Sooke News Mirror.

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

11.6. Affordable Housing Agreement (2038 Gatewood Road) Bylaw No. 812, 2021

A bylaw to authorize an agreement for affordable housing for the land known as 2038 Gatewood Road.

2021-372

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Affordable Housing Agreement (2038 Gatewood Road) Bylaw No. 812, 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

11.7. Officer and Delegation of Authority Amendment Bylaw No. 821 (672-4), 2021

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

A bylaw to amend the definitions of Directors and Managers in the Officers and Delegation of Authority Bylaw.

2021-373

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Officer and Delegation of Authority Amendment Bylaw No. 821 (672-4), 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

11.8. Permissive Tax Exemption Amendment Bylaw No 825 (792-01), 2021

A bylaw to remove non-profit exemptions for 6750 West Coast Road.

2021-374

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as Permissive Tax Exemption Amendment Bylaw No. 825 (792-01), 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

12. NEW BUSINESS

There were no new business items presented.

13. COUNCIL VERBAL REPORTS

Councillor Bateman reported:

- Upcoming Sooke Homelessness Coalition strategic planning session on Saturday, October 15, 2021.
- Attendance at the Capital Regional District (CRD) governance committee.
- Attendance at the Vancouver Island Regional Library (VIRL) board of trustees meeting.

Councillor Beddows reported:

- Attendance at the SEAPARC budget meeting, which revealed that revenues are down, although facilities are open. There is an 11% rate increase proposed.

14. RELEASE OF CLOSED MEETING RESOLUTIONS

Minutes for the Regular Council Meeting of the District of Sooke - October 12, 2021

THAT Council direct staff to draft a Parks Naming Policy for Council consideration in accordance with recommendations from the Parks and Trails Master Plan.

15. ADJOURNMENT

2021-375

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

THAT Council adjourn the October 12, 2021, Regular Council meeting at 10:25 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
October 18, 2021 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

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

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Cam Norris-Jones, Interim Fire Chief
Chandra Frobels, Corporate Services Assistant

ABSENT:

Councillor Dana Lajeunesse

1. CALL TO ORDER

Mayor Tait called the meeting to order at 11:04 pm.

2. APPROVAL OF THE AGENDA

2021-376

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

THAT the agenda for the October 18, 2021, Special Council meeting be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

3. REPORTS

Consideration of Recommendations from Committee of the Whole

3.1 Memorandum of Understanding (MOU) – Sooke Region Communities Health Network

2021-377

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

THAT Council extend, for an additional 18 months, the Memorandum of Understanding with the Sooke Region Communities Health Network (SRCHN) for land at 6671 Wadams Way; and

THAT Council add the following two items under section 6 of the MOU:

1. The provision of the land for a term of 50 years with two additional extensions of 25 years for a cost of \$1 per term
2. That this charitable project will be tax-exempt consistent with Part 7, Division 7 - Permissive Exemptions of the Community Charter

CARRIED UNANIMOUSLY

**Minutes for the Special Council Meeting
of the District of Sooke - October 18, 2021**

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

Absent: Councillor Dana Lajeunesse

3.2 Sooke Family Resource Society Proposal

Councillor Logins declared a conflict of interest as she is a family member of the Sooke Family Resource Centre's executive director and left the meeting at 11:04 pm.

2021-378

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

THAT Council direct staff to add advocating for Mental Health Supports to the Strategic Priorities Chart; and

THAT Council direct staff to bring forward a draft two-year term service agreement beginning in 2022 in the amount of \$30,000 per annum to be funded from the COVID-19 Safe Restart Fund

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

Councillor Logins returned to the meeting at 11:06 pm.

3.3 Strategic Priorities Update

2021-379

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

THAT Council receive the Strategic Priorities Chart update for Q3 2021 for information

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

3.4 July - September 2021 Quarterly Update

2021-380

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

THAT Council receive the Quarterly Update report for information

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

3.5 Budget 2022 - Service Level Review

2021-381

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

THAT Council receive this report for information; and

**Minutes for the Special Council Meeting
of the District of Sooke - October 18, 2021**

THAT Council direct staff to include a service level increase in the 2022 budget for the Council Department by including the following Third-Party Funding Requests:

- VI Film Commission (2021 received \$2K District grant),
- Need 2 Suicide Prevention (2021 received \$3.5K District grant),
- Intermunicipal Advisory Committee on Disability Issues (IACDI) (2021 received \$200 District grant), and
- Healthy Schools (\$5000)
- Sooke Historical Society (\$5400)

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

2021-382

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

THAT the Climate Action Committee revised budget recommendation be built into the first draft of the budget to be presented at an upcoming meeting; and

THAT the full documentation about the recommendation be forwarded from the Climate Action Committee for inclusion in the same agenda.

AND THAT Council direct staff to include a service level increase in the 2022 budget for the Administration Department by including Department requests of:

- \$35,000 Employment Lands strategy
- \$30,000 enhanced signage for parks and trails

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

2021-383

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

THAT Council direct staff to include all organizational and departmental requests in the draft budget

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

4. ADJOURNMENT

2021-384

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

THAT Council adjourn the October 18, 2021 Special Council Meeting at 11:10 pm.

CARRIED UNANIMOUSLY

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

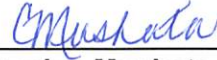
Absent: Councillor Dana Lajeunesse

**Minutes for the Special Council Meeting
of the District of Sooke - October 18, 2021**

Certified Correct:



**Maja Tait
Mayor**



**Carolyn Mushata
Corporate Officer**



MINUTES
District of Sooke
Regular Council Meeting
October 25, 2021 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 (Virtual Attendance)
Councillor Ebony Logins
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 and Development
Jeff Carter, Director of Operations
Cam Norris-Jones, Interim Fire Chief
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Megan McMath

1. CALL TO ORDER

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

2. FIRST NATION RECOGNITION

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

3. APPROVAL OF THE AGENDA

2021-385

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

THAT the agenda for the October 25, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of two (2) Notices of Motions from Mayor Tait.
- Move Item No. 8.6 *ALR Non-Farm Use (Placement of Fill) Application - 7073 Grant Road West* to immediately following 7 *Consent Agenda*.

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

Meeting Minutes of Council

2021-386

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

THAT the following Regular Meeting minutes of Council, be adopted as circulated:

- September 20, 2021 Regular Council 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

5. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following update:

- Recognition of Carolyn Mushata's successful achievement of Certified Municipal Clerk designation.

6. PUBLIC QUESTION AND COMMENT PERIOD

No members of the public provided comments.

7. CONSENT AGENDA

2021-387

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Item No. 7.1. 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 Tony St-Pierre
Absent: Councillor Megan McMath

7.1. Correspondence

- THAT the correspondence from September 27 - October 20, 2021, be received and filed accordingly.

8. REPORTS

8.6. ALR Non-Farm Use (Placement of Fill) Application - 7073 Grant Road West

The Director of Planning & Development provided an overview of the written staff report, seeking approval for 7073 Grant Road West retroactive application to the Agricultural Land Commission (ALC) for the placement of fill for the enhancement and reclamation of the property for improved farming use.

Council discussion:

- The proposal is in alignment with the District's agricultural plan and is a quality application for returning a stale farm into a functioning farm.
- If unsuccessful, the applicant will work with staff to bring into compliance.
- Any further development which requires a variance will be brought forward to Council.

2021-388

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council forward this request for non-farm use - placement of fill application PLN01600 at 7073 Grant Road West to the Agricultural Land Commission with a recommendation for approval.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - October 25, 2021

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. Public Complaint Resolution Policy CO-014

The Director of Corporate Services provided an overview of the written staff report for a new policy that will promptly and effectively address concerns regarding public service and program delivery.

Council discussion:

- The policy is not the result of issues but rather following the best practices of the Office of the Ombudsperson.
 - Staff advised that an accompanying internal operating procedure will be utilized by staff to ensure the policy is implemented effectively.

2021-389

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council adopt CO-014 Public Complaint Resolution Policy.

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

8.2. Bylaw Enforcement Policy CO-016

The Director of Corporate Services provided an overview of the written staff report updating the best practices for bylaw enforcement, to ensure complaints are addressed fairly and consistently.

Council discussion:

- Clarity around complaint process and bylaw enforcement.
- Council should direct any complaints to the bylaw department, as Council is not involved in any way with enforcement or investigation.
- Much improved document and appreciation for work completed.

2021-390

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council adopt CO-016 Bylaw Enforcement Policy;

AND THAT Council rescind Complaint and Bylaw Enforcement Policy 9.6, 2009.

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

8.3. Letters of Support Policy CO-017

The Director of Corporate Services provided an overview of the written staff report authorizing staff, or the Mayor, to write letters of support requested by local organizations in support of community events and activities where specific requirements, within the policy, are met.

Council discussion:

- Allows for the ability to support organizations without the need to bring a request forward to a Council meeting.
- The policy requires a minimum of three (3) weeks' notice, in advance of the date required.
- Any request for grant support where the District is also planning on applying should be brought to Council to consider the availability of funding and the best interests of the community.

2021-391

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

THAT Council adopt CO-017 Letters of Support Policy with the following amendment:

- By deleting item 6(v) and inserting a new #7 as follow:
 - Where the District is in competition for the same grant stream, the request will be forwarded to Council for a decision.

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

8.4. Council Committee Term Expirations

The Director of Corporate Services provided an overview of the written staff report requesting direction on Council Committees and their expiring term appointments.

Council discussion:

- There are a number of efficiencies that would be made through merging committees, reevaluating the membership requirements and allocation of staff support.
- Concerns with impact on progress being conducted by the committee and desire to examine the current project being undertaken to ensure work is not lost or ended.
- Examination of extending committee terms for another year, with the tasks of assessing the scale and scope of the committee's work.
- Not all committees will fit into one or two individual groups, a full assessment against the Strategic Priorities should be correlated to the need for committees.
- A suggestion of a 6-month extension to allow for continued work of the current projects and the entire committee structure could be evaluated.

Minutes for the Regular Council Meeting of the District of Sooke - October 25, 2021

- Staff advised that memberships have not been surveyed regarding their availability to serve past the term appointment, which could result in a lack of quorum and dissolving of committees.
- Quality and quantity of work are great; however, resources are at a premium and committee function is not consistent through all active committees.
- Assessment of all terms of reference, at the same time, would provide an opportunity to equally evaluate the committees and look for efficiencies.
- Appreciation to all community volunteers serving on Council committees.

2021-392

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

THAT Council direct staff to extend all committees until June 30, 2022 and solicit applications from the public to fill vacant volunteer positions on the 2022 Climate Action Committee, Community Economic Development, Land Use and Development, and Sooke Program of the Arts committees.

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

2021-393

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

THAT Council direct all committees to report to Council at the May 2022 Committee of the Whole 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

8.5. UBCM CRI - 2022 FireSmart Community Grant Application

The Interim Fire Chief provided an overview of the written staff report requesting endorsement for a Union of British Columbia (UBCM) grant to provide continuity for the Sooke FireSmart program and to update the District's Community Wildfire Resiliency Plan.

Council discussion:

- An important and valuable program for the community.

2021-394

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

THAT Council endorse a funding application to UBCM's Community Resiliency Investment (CRI) Program, 2022 FireSmart Community Funding & Supports Fund in the amount of \$139,415.00.

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

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - October 25, 2021

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. BYLAWS

9.1. Community Parks Regulation Amendment Bylaw No. 823, 2021

A bylaw to amend the Community Parks Regulation Bylaw to define low-impact/low-risk commercial activities and reduce fees.

2021-395

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Community Parks Regulation Amendment Bylaw No. 823, 2021

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

9.2. Fees and Charges Amendment Bylaw No. 824, 2021

A bylaw to amend the Fees and Charges Bylaw to reduce fees for low-impact/low-risk commercial park use activities, to update building security deposit fees and development application fees, and to add contaminated site profile review fees.

2021-396

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Fees and Charges Amendment Bylaw No. 824, 2021

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. NEW BUSINESS

10.1 Notice of Motion - Council Procedure Bylaw Amendment (Mayor Tait)

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

2021-397

MOVED by Councillor Ebony Logins, seconded by Councillor Tony St-Pierre:
THAT Council waive notice for Item No. 10.1. *Notice of Motion-Council Procedure Bylaw Amendment.*

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - October 25, 2021

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

Mayor Tait provided an overview of the proposal to amend the Council Procedure Bylaw to allow for up to four (4) members of Council to participate electronically at Council meetings.

Council discussion:

- The rationale for what constitutes valid virtual participation is not defined, it's important to ensure that this option is not abused while ensuring no one is excluded.
- Concerns with a quorum, and the Chair, not being physically in the room.
- Councillors need to be accessible to the residents and be physically present in Chambers.
- A maximum number of meetings to be attended virtually should be included.
 - Staff advised that a policy is forthcoming with guidelines around virtual meetings, which could address attendance concerns.
- This amendment will not include committee members as the resources to offer hybrid meetings at the committee level are not sufficient.

2021-398

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

THAT Council direct staff to bring forward an amendment to section 10(3) of the Council Procedure Bylaw to permit four (4) members of Council, physically unable to attend in-person, to attend meetings electronically at any one time.

AND THAT staff be directed to bring this regulation back to Council with full consideration of electronic 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

10.2. **Notice of Motion - LGLA Leadership Forum (Mayor Tait)**

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

2021-399

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

THAT Council waive notice for Item No. 10.1 *Notice of Motion - LGLA Leadership Forum*.

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

Minutes for the Regular Council Meeting of the District of Sooke - October 25, 2021

Mayor Tait provided an overview of a proposed amendment to the Travel and Expense Policy to authorize Council to attend the LGLA Leadership Forum without having to seek independent approval from Council.

2021-400

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

THAT Council direct staff to amend section 4 of the Travel and Expense Policy CO-005 to add a new subsection as follows:

- e) The Local Government Leadership Academy Leadership Forum

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. CORRESPONDENCE REQUIRING ACTION

11.1. Gas Cards for Christmas Bureau

Request from the Sooke Christmas Bureau for the District to provide support in the way of gas cards to volunteer drivers delivering food hampers.

Council discussion:

- This decision to deliver instead of having recipients pick up the hampers is due to Covid-19 regulations and will not be a recurring request.

2021-401

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

THAT Council provide \$750 to the Christmas Bureau for volunteer gas cards from Council 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

11.2. 2021 Business Excellence Awards - Sponsorship Request

Sponsorship request for the 2021 Business Excellence Awards hosted by the Sooke Region Chamber of Commerce.

2021-402

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

THAT Council sponsor the volunteer category of the 2021 Business Excellence Awards in the amount of \$250 from the sponsorship fund.

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

Minutes for the Regular Council Meeting of the District of Sooke - October 25, 2021

12. COUNCIL VERBAL REPORTS

Councillor Lajeunesse reported:

- Appreciation for the facilitation of attending virtually.

Councillor Beddows reported:

- Update on the management of information affiliated with the draft Official Community Plan (OCP).
- The Multi-Use Sports Box concrete base pour will be delayed due to the inclement weather.

Councillor Bateman reported:

- Attendance at the Climate Action Committee meeting.
- Attendance at the Sooke Homelessness Coalition brainstorming session.
- Attendance at the EMCS Society Annual General Meeting.

Mayor Tait reported:

- Upcoming attendance at Capital Regional District (CRD) meetings.
- Continued work with Sooke Literacy initiative.
- New role as a director at large with the Local Government Leadership Academy (LGLA).

13. ADJOURNMENT

2021-403

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

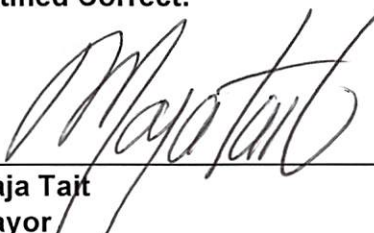
THAT Council adjourn the October 25, 2021, Regular Council meeting at 9:32 p.m.

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
Special Council Meeting - Budget Deliberations
November 1, 2021 6:15 p.m.
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Ebony Logins
Councillor Jeff Bateman
Councillor Megan McMath (arrived at 6:31 p.m.)
Councillor Tony St-Pierre
Councillor Al Beddows (arrived at 6:15 p.m.)
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Jeff Carter, Director of Operations
Matthew Pawlow, Director of Planning & Development
Cam Norris-Jones, Interim Fire Chief
Jennifer Royer-Collard, Corporate Services Assistant

1. CALL TO ORDER

The Mayor called the meeting to order at 6:15 p.m.

2. FIRST NATION RECOGNITION

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

3. APPROVAL OF THE AGENDA

2021-404

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT the agenda for November 1, 2021, Special Meeting of Council, be adopted amended:

- Addition of Supplemental Information, for Item No. 5.1. *2022 Budget Review*.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath

4. PUBLIC QUESTION AND COMMENT PERIOD

The following members of the public addressed Council:

- Elizabeth Lang, a Sooke resident, spoke to Item No. 5.1. *2022 Budget Review*, in support of funding allocations to Climate Action initiatives presented by the Climate Action Committee.
- Anna Russell, a Juan de Fuca area resident and Climate Action Committee member, spoke to Item No. 5.1. *2022 Budget Review*, in support of resources being allocated to climate action initiatives.
- Susan Belford, a Sooke resident, spoke to Item No. 5.1. *2022 Budget Review*, supporting funding for climate action planning and implementation.

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - November 1, 2021

- Alan Dolan, a Sooke resident, spoke to Item No. 5.1. *2022 Budget Review*, supporting the funding towards climate action initiatives.
- Diane Bernard, a Sooke resident, spoke to Item No. 5.1. *202 Budget Review*, in support of climate initiative funding and congratulated Council for their actions thus far.

Councillor McMath arrived at 6:31 p.m.

- Bernie Klassen, a Sooke resident, spoke to Item No. 5.1. *2022 Budget Review*, in support of the climate action committee funding recommendations.

5. PRESENTATIONS & REPORTS

5.1. 2022 Budget Review

Council discussed their preferred method for reviewing the budget components, requesting each Department Director provide an overview of their requests, then Council would provide a target for staff to work with to develop the first draft of the Five-Year Financial Plan bylaw.

The Director of Finance provided an overview of the written staff report, explaining the detailed breakdown of budget impacts, revenue sources, and led a fulsome discussion of the 2022 budget.

Each department then provided an overview of their proposed budget, with the following Council discussions:

Council

- Community support accounts for a significant portion of the annual budget
- Alternative revenue source amounts are not guaranteed, and thus can not be relied on to fund specific areas of the budget.
- There is a need to increase saving for the long-term management of assets.
- The municipality's borrowing allowance is 25% of the revenue total and needs to be balanced throughout multiple years and projects.

Chief Administrative Office

- Being prepared for grant opportunities is dependant on having shelf-ready projects.
- Concerns with climate action initiatives being invested in by multiple municipalities and the duplication of work. There may be opportunities to share resources that should be investigated.
- Importance of local job creation to reduce vehicles on the roads.

Corporate Services

- This year includes an election, which is not annually funded, resulting in an increase over previous years.

Minutes for the Special Council Meeting - Budget Deliberations Meeting of the District of Sooke - November 1, 2021

Finance

- Minimal room to trim any budget items, as the proposal reflects general increases that need to be included as a part of conducting business.

Planning

- Concerns with allocating funding for the development of additional plans and policies identified in the draft Official Community Plan, prior to its final adoption.

Engineering

- Difficulties in distinguishing which critical repairs should be implemented and others left for future years.
- Importance of taking advantage of opportunities, to reduce costs as they arise, and the difficulties in anticipating what will be the key priorities.
- Increased communication with the public on where their tax dollars are spent and identifying portions funded by grants or other sources.
- Infrastructure has been historically neglected, improvements and repairs need to be conducted to ensure the community is serviced appropriately.

Policing

- The imminent cost to the municipality once the census is complete, there will possibly be significant funding allocations for RCMP next year.

Fire

- Wildfire funding received from the province could be utilized in the future to pay down debt servicing or be put into reserve funds for future fire department purchases.
- Expectations and retention of volunteer members are changing, the future of the paid-on-call program could continue to exist but the reliance on the current program may need to change.
- There are currently three (3) outstanding debts being financed for fire department vehicles.
- The Firemaster plan is currently being prepared, this will include a long-term staffing plan, internal recruitment, recommendations on plans, and the identification of challenges that exist and mechanisms to implement change.
- The benefit of a mechanic being able to work inhouse, for regular maintenance, opposed to bringing vehicles into Victoria and being out of commission for an extended period

General Discussion:

- No intent to adopt a budget with a 17% increase but understand the need to adopt a budget that will address inflation and community needs.
- Reliance on-staff expertise to develop a reasonable budget that provides quality services but does not heavily tax the residents.
- Assurances need to be made that current projects will be fully completed on time and within budget.

**Minutes for the Special Council Meeting - Budget Deliberations Meeting of the
District of Sooke - November 1, 2021**

2021-405

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council direct staff to continue refining the budget.

CARRIED UNANIMOUSLY

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

6. NEW BUSINESS/SUPPLEMENTARY INFORMATION

There were no new business items presented for discussion.

7. ADJOURNMENT

2021-406

MOVED by Councillor Jeff Bateman, seconded by Councillor Megan McMath:
THAT Council adjourn the November 1, 2021, Regular Council meeting at 9:29 p.m.

CARRIED UNANIMOUSLY

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

Certified Correct:



Maja Tait
Mayor



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
November 8, 2021, 7:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

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

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Sarah Temple, Deputy Corporate Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Paul Bohemier, Manager of Wastewater
Michael MacDonald, Technology Support Analyst
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Dana Lajeunesse

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-407

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

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

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

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

Minutes for the Regular Council Meeting of the District of Sooke - November 8, 2021

5. APPROVAL OF THE AGENDA

2021-408

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT the agenda for November 8, 2021, 2021 Regular Meeting of Council, be adopted as circulated.

CARRIED UNANIMOUSLY

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

6. PUBLIC AND STATUTORY HEARINGS

6.1. Business Licence Amendment Bylaw No. 828, 2021

The Deputy Corporate Officer provided an overview of the public input package for the amendment of the Business Licence Bylaw to add further provisions to address Mobile Food Vendors.

Public input:

- Darryl Dyck, a Food Truck owner, provided Council with his personal experiences with operating a food truck in the community, requesting continuity and clear steps to ensure compliance.

Council discussion:

- The differences between mobile and permanent structures, as they relate to the proposed bylaw and building and development regulations.
- The 24-hour timeline was developed to ensure that the food truck can move and that the definition of "mobile" applies.
- Impact of disposal of gray (dish) water and grease on the wastewater collection and treatment facility.
- This bylaw will ensure continuity amongst all food trucks.

2021-409

MOVED by Councillor Ebony Logins, seconded by Councillor Megan McMath:
THAT Council adopt the bylaw cited as Business Licence Amendment Bylaw No. 828 (778-01), 2021.

CARRIED UNANIMOUSLY

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

6.2. Checkout Bag Regulation Bylaw No. 831, 2021

The Deputy Corporate Officer provided an overview of the public input package for the regulation of checkout bags.

Public input:

- No members of the public provided comments.

Minutes for the Regular Council Meeting of the District of Sooke - November 8, 2021

Council discussion:

- Local businesses are already implementing these changes by using biodegradable or paper bags and encouraging shoppers to bring their bags.

2021-410

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council give third reading to the bylaw cited as Checkout Bag Regulation Bylaw No. 831, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

7. ADOPTION OF MINUTES

Meeting Minutes

2021-411

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

- October 12, 2021, Regular Council meeting
- October 18, 2021, Committee of the Whole meeting
- October 18, 2021, Special Council meeting
- October 25, 2021, Regular Council meeting
- November 1, 2021, Special Council meeting

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

8. DELEGATIONS

8.1. Sooke Region Chamber of Commerce

Mike Menard, Vice President of the Sooke Region Chamber of Commerce, provided an overview of the Chamber's membership, publications created, the success of student jobs funded by grants, and how the District's support has assisted the success of the chamber.

Council discussion:

- Appreciation for the quality of production materials showcasing the community.
- Integration between the Chamber and the District, in support of economic development.

8.2. Challenges for Sooke Restaurateurs

Ramesh Nandhini, the owner of the Kurry King, provided an overview of the difficulties he has incurred in establishing a restaurant in the community, advising of the lack of commercial space to operate a business, significant cost impacts and hurdles he has endured in setting up his restaurant.

Council discussion:

- Difficulties for business licensing while in a commercial space versus a home-based business in a home.
- Encouraging commercial business space in the community through development approvals.

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- The Deputy Director of Finance, Fire Chief and temporary Climate Action Coordinator positions have been successfully filled.

10. PUBLIC QUESTION AND COMMENT PERIOD

No members of the public provided comments.

11. CONSENT AGENDA

2021-412

**MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Items No. 11.1. be adopted by general consent.**

CARRIED UNANIMOUSLY

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

11.1. Correspondence

- THAT the correspondence from October 18 - November 2, 2021, be received and filed accordingly.

The meeting was recessed at 8:47 p.m.

The meeting was reconvened at 8:51 p.m.

12. REPORTS

12.1. External Council Liaison Appointments - 2022

A re-evaluation of Council liaisons for external Committees and Commissions for 2022.

Minutes for the Regular Council Meeting of the District of Sooke - November 8, 2021

2021-413

MOVED by Councillor Megan McMath, seconded by Councillor Tony St-Pierre:
THAT Council appoint Councillor Jeff Bateman as Sooke's representative to the Vancouver Island Regional Library board for a one-year term, commencing January 1, 2022, and expiring November 7, 2022;

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 November 7, 2022.

CARRIED UNANIMOUSLY

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

2021-414

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, 2022, and expiring November 7, 2022;

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, 2022, and expiring November 7, 2022.

CARRIED UNANIMOUSLY

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

2021-415

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council appoint Mayor Maja Tait as Sooke's representative to the Te'mexw Treaty Advisory Committee for a one-year term, commencing January 1, 2022, and expiring November 7, 2022;

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, 2022, and expiring November 7, 2022.

CARRIED UNANIMOUSLY

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

Minutes for the Regular Council Meeting of the District of Sooke - November 8, 2021

2021-416

MOVED by Councillor Al Beddows, seconded by Councillor Megan McMath:
THAT Council appoint Councillor Jeff Bateman as Sooke's representative to the Victoria Family Court & Youth Justice Committee for a one-year term, commencing January 1, 2022, and expiring November 7, 2022.

CARRIED UNANIMOUSLY

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

2021-417

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, 2022, and expiring November 7, 2022.

CARRIED UNANIMOUSLY

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

2021-418

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
THAT Council appoint Councillor Tony St-Pierre as liaison to the Edward Milne Community School Society for a one-year term, commencing January 1, 2022, and expiring November 7, 2022.

CARRIED UNANIMOUSLY

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

12.2. Deputy Mayors 2022

A schedule to appoint designated Deputy Mayors for 2022, to act in the absence of the mayor.

2021-419

MOVED by Councillor Jeff Bateman, seconded by Councillor Ebony Logins:
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 Al Beddows
- September = Councillor Tony St-Pierre
- October = Councillor Megan McMath

CARRIED UNANIMOUSLY

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

12.3. 2022 Regular Council Meeting Schedule

A schedule of 2022 Regular Council meetings.

2021-420

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

THAT Council approves the 2022 Regular Council meeting schedule as follows:

- January 10, 2022
- January 24, 2022
- February 14, 2022
- February 28, 2022
- March 14, 2022
- March 28, 2022
- April 11, 2022
- April 25, 2022
- May 9, 2022
- May 24, 2022
- June 13, 2022
- June 27, 2022
- July 11, 2022
- July 25, 2022
- September 26, 2022
- October 3, 2022
- November 7, 2022
- November 14, 2022
- November 28, 2022
- December 12, 2022

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

12.4. Alternative Approval Process Policy CO-018

The Deputy Corporate Officer provided an overview of the written staff report for the implementation of a new policy that formalizes practices for conducting an Alternate Approval Process (AAP).

Council discussion:

- Concerns with the impact social media could have with online forms being readily available, and residents hastily completing without all the information.
- Increasing accessibility of forms will ensure everyone has access to the opportunity to participate.
- A Privacy Impact Assessment (PIA) will be conducted in-house.
- The online forms will be collected through an electronic submission platform.

Minutes for the Regular Council Meeting of the District of Sooke - November 8, 2021

Staff advised of a required edit to the policy, in section 3 (b) removing "60 days" and replacing it with "1 year", to adhere to legislation.

2021-421

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
THAT Council adopt CO-018 Alternative Approval Process Policy, as amended.

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

13. BYLAWS

13.1. Zoning Amendment Bylaw No. 809 (600-85), 2021 - 5627 Woodlands Road

A bylaw to amend the zoning on the property located at 5627 Woodlands Road from Rural Residential (RU4) to Neighbourhood Rural Residential (RU5).

2021-422

MOVED by Councillor Tony St-Pierre, seconded by Councillor Al Beddows:
THAT Council adopt the bylaw cited as Zoning Amendment Bylaw No. 809 (600-85), 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

13.2. Sewer Use Amendment Bylaw No. 827, 2021

A bylaw to amend the Sewer Use Bylaw to add provisions regulating the discharge of waste from Mobile Food Vendors into sewer connections.

2021-423

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Sewer Use Amendment Bylaw No. 827 (224-01), 2021

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

13.3. Council Procedure Amendment Bylaw No. 833

The Deputy Corporate Officer provided an overview of the written staff report to amend the Council Procedure Bylaw to increase the number of Council members that may attend a meeting electronically.

Minutes for the Regular Council Meeting of the District of Sooke - November 8, 2021

2021-424

MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council give first, second and third reading to Council Procedure Amendment
Bylaw No. 833 (728-03), 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

14. NEW BUSINESS

No new business items were presented.

15. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- Appreciation for staff responses to email queries from residents.

Councillor Bateman reported on:

- Concerns with fireworks being let off without permits.
- Attendance at the Climate Action Committee meeting.

16. RELEASE OF CLOSED MEETING RESOLUTIONS

- THAT Council recommend the appointment of Dal Little and Jim Perkins as the District of Sooke Resident Elector representatives to the Sooke and Electoral Area Parks and Recreation Commission (SEAPARC) for a two-year term, ending December 31, 2023.

17. ADJOURNMENT

2021-425

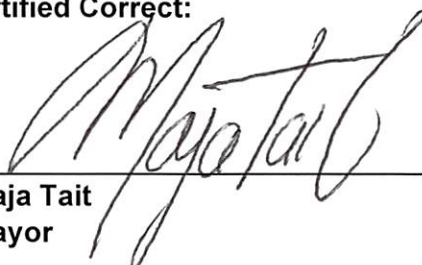
MOVED by Councillor Tony St-Pierre, seconded by Councillor Megan McMath:
THAT Council adjourn the November 8, 2021, Regular Council meeting at 9:21 p.m.

CARRIED UNANIMOUSLY

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

Absent: Councillor Dana Lajeunesse

Certified Correct:



Maja Tait
Mayor



Sarah Temple
Deputy Corporate Officer



MINUTES
District of Sooke
Regular Council Meeting
November 22, 2021, 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 (Virtual Participation)

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Ted Ruitter, Director of Community Safety
Brett Sinden, RCMP Staff Sergeant
Jennifer Royer-Collard, Corporate Services Assistant
Michael MacDonald, Technology Support Analyst

ABSENT:

Councillor Tony St-Pierre

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-426

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT this meeting be closed to the public under section 90(1)(e) of the *Community Charter* as it pertains to land.

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

3. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

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

Minutes for the Regular Council Meeting of the District of Sooke - November 22, 2021

5. APPROVAL OF THE AGENDA

2021-427

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT the agenda for the November 22, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 6.2. *Development Variance Permit for 4985 Hanger Drive.*

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. PUBLIC AND STATUTORY HEARINGS

6.1. Development Variance Permit for 6868 Beaton Road

The Director of Planning & Development provided an overview of the written staff report, for a variance to the rear lot line setback of the property located at 6868 Beaton Road.

Public Input:

- No members of the public provided comments.

2021-428

MOVED by Councillor Ebony Logins, seconded by Councillor Al Beddows:
THAT Council authorize the issuance of Development Variance Permit PLN01628 for 6868 Beaton Road to reduce the required rear lot line setback from 3.5 metres to 1.2 metres for the purpose of permitting an existing carport with deck to remain as sited.

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

6.2. Development Variance Permit for 4985 Sooke Hanger Drive

The Director of Planning & Development provided an overview of the written staff report, to permit the construction of a foundation for a single-family dwelling to remain as sited, with a variance to reduce the required natural boundary setback to a watercourse.

Public input:

- Bonnie Ferris, the property owner, provided insight into the development process, variance request, and noted the limited options to situate a house on the property.
- Campbell Yates, the contractor, advised that they were following the geotechnical engineer's recommendations and confirmed they were taking advantage of the building weather, not trying to skip ahead of the required process, which has led to the variance requirement.

Minutes for the Regular Council Meeting of the District of Sooke - November 22, 2021

Council discussion:

- Proceeding with construction in advance of receiving a building permit, is a risk a property owner takes for various reasons, including challenges with obtaining contractors and taking advantage of weather conditions.
- It's clear the foundation location is the one good site on the property to build.
- There are options available to staff to penalize those who are blatantly disrespecting and abusing the building permit process; however, this does not seem to be the case for this instance.

2021-429

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

THAT Council authorize the issuance of Development Variance Permit PLN01618 for 4985 Sooke Hanger Drive to reduce the required setback to the natural boundary of a watercourse from 30 metres to 24.58 metres for the purpose of permitting the construction of a foundation for a single-family dwelling to remain as sited.

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. ADOPTION OF MINUTES

Meeting Minutes

2021-430

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

THAT the minutes of the November 8, 2021, 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 Megan McMath
Absent: Councillor Tony St-Pierre

8. DELEGATIONS

8.1. QUARTERLY REPORT - RCMP OFFICER IN CHARGE

Brett Sinden, Staff Sergeant for the Sooke RCMP detachment, provided an overview of the Sooke RMCP including, staffing, external resource expenditures, integrated unit responses, annual performance planning and local statistics.

Council discussion:

- Desire to see further enhanced road safety and speed monitoring increased.
- The DARE program has been absent in the school system since Covid and is slowly being reactivated.
- Appreciation for the increased positive relationship building which is occurring in the community with the RCMP.

Minutes for the Regular Council Meeting of the District of Sooke - November 22, 2021

8.2. CRD Climate Action Service Bylaw

Glenn Harris, Senior Manager with the Capital Regional District (CRD), provided a PowerPoint presentation, an overview of the current work completed, and the next steps for the future. Mr. Harris highlighted the benefits of collaboration, complementing each other's goals. The CRD will conduct the planning and implementation of programs that benefit the entire region.

Council discussion:

- The benefits of working together on grant applications and ensuring there are no duplications of services or efforts.
- The increased cost from the support of this request will be approximately \$7 per household, an increase from the previous \$3 per household.
- A Green House Gas (GHG) emissions update will be provided in a report to municipalities every 2 years.

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following updates:

- Operational and communication details associated with the two (2) major road projects, Church Road and Otter Point Road.
- The new Director of Community Safety, Chief Ted Ruiten, has commenced his employment with the District.
 - Chief Ruiten provided Council with a brief introduction and review of this first week.

10. PUBLIC QUESTION AND COMMENT PERIOD

No members of the public provided comments.

11. CONSENT AGENDA

2021-431

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

THAT Item No. 11.1. 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

11.1. Correspondence

- **THAT** the correspondence from November 2 - 16, 2021, be received and filed accordingly.

12. REPORTS

12.1. FCM Resolutions

Resolution submission processed for the 2022 Federation of Canadian Municipalities (FCM) Conference.

Minutes for the Regular Council Meeting of the District of Sooke - November 22, 2021

2021-432

MOVED by Councillor Ebony Logins, 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, and Councillor Megan McMath
Absent: Councillor Tony St-Pierre

The meeting was recessed at 8:41 p.m.

The meeting was reconvened at 8:46 p.m.

12.2. Acceptance of Art

The Director of Corporate Services provided an overview of the written staff report requesting direction on the Municipal Art Display Collection Policy and the receipt of a gift of art.

2021-433

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Ebony Logins:
THAT Council refer the acceptance of the Sooke Fine Arts Society recently gifted artwork to the Sooke Program Arts Committee to make a recommendation on acceptance, in the spirit of the Municipal Art Display Collection Policy 2.2;

THAT Council suspends the application of Municipal Art Display Collection Policy 2.2 until a new policy is adopted by Council.

AND THAT Council direct staff to draft a new Municipal Art Display Collection Policy

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

12.2. Municipal Consent for Bylaw No. 4468 Capital Regional District Climate Action and Adaptation Service Establishment Bylaw, 2008 Amendment Bylaw No. 2, 2021

The Chief Administrative Officer provided an overview of the written staff report, regarding the Capital Regional District's request for consent to enhance its Climate Action Program, through an increased requisition in their current bylaw.

Council discussion:

- For the bylaw to pass, it required two-thirds of all regional municipalities to approve.
- Concerns with the lack of consideration for financial inequity associated with conversions to support Climate Action.

Minutes for the Regular Council Meeting of the District of Sooke - November 22, 2021

- Desire to work in tandem with the CRD instead of separately.

2021-434

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

THAT Council consent to the CRD adopting Bylaw No. 4468, "Capital Regional District Climate Action and Adaptation Service Establishment Bylaw, 2008, Amendment Bylaw No. 2, 2021".

CARRIED.

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

Opposed: Councillor Ebony Logins

Absent: Councillor Tony St-Pierre

13. BYLAWS

13.1. Checkout Bag Regulation Bylaw No. 831, 2021

A bylaw to regulate the provision of checkout bags.

2021-435

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

THAT Council adopt the bylaw cited as Checkout Bag Regulation Bylaw No. 831, 2021

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Tony St-Pierre

13.2. Five Year Financial Plan Bylaw No. 826

The Director of Finance provided an overview of the written staff report to amend the 2021-2025 Five-year Financial Plan Bylaw to adjust for the amendments made throughout the year by Council resolution.

2021-436

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

THAT Council give first, second and third reading to the Bylaw cited as *Five-Year Financial Plan Amendment Bylaw No. 826 (799-01), 2021*

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. NEW BUSINESS

There were no new business items.

15. CORRESPONDENCE REQUIRING ACTION

15.1. Bill 26 - Ministry of Municipal Affairs Correspondence

Correspondence from the Ministry of Municipal Affairs regarding changes to the *Community Charter*, the *Local Government Act* and other provincial acts, including changes to public notice requirements, public hearing requirements and a new requirement to consider a code of conduct.

Council discussion:

- The changes will come into effect in 2022.
- The essence of what is trying to be accomplished with the Public Hearing amendment is that those which are consistent with the District's *Official Community Plan (OCP)* would not be required.
- The District will review processes and policies once these are in effect and bring forward to Council any recommendations for consideration.

2021-437

MOVED by Councillor Al Beddows, seconded by Councillor Dana Lajeunesse:
THAT Council receive the correspondence dated October 29, 2021, from the Ministry of Municipal Affairs, 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

16. COUNCIL VERBAL REPORTS

Councillor Beddows reported on:

- The Sooke Christmas Bureau is considering moving away from donations of food items in the future and looking for financial support, as the need has significantly increased, and the lack of supplies has resulted in depleted items on the shelves.

Councillor Lajeunesse reported on:

- Attendance at the South Island Prosperity Partnership (SIPP) Local Leadership Day Event.

Councillor Bateman reported on:

- Attendance at the Sooke Homelessness Coalition strategic planning session.
- Attendance at a BC Hydro meeting regarding the changes to the rate structure.

Mayor Tait reported on:

- Attendance at the Sooke Legion Remembrance Day ceremony.
- Announced the Annual Santa Parade the first Sunday in December.
- Attendance at the South Island Prosperity Partnership (SIPP) Local Leadership Day Event.
- Attendance at the Local Government Leadership Academy (LGLA) board meeting.

Minutes for the Regular Council Meeting of the District of Sooke - November 22, 2021

Councillor McMath reported on:

- Attendance at the CREST Emergency Management meeting.

17. ADJOURNMENT

2021-438

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

THAT the November 22, 2021, Regular Council meeting be adjourned at 9:36 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



Carolyn Mushata
Corporate Officer



MINUTES
District of Sooke
Special Council Meeting - Budget Deliberations
November 23, 2021, 6:00 PM
Council Chamber
2225 Otter Point Road
Sooke, BC

COUNCIL PRESENT:

Mayor Maja Tait
Councillor Ebony Logins (left at 7:04 pm)
Councillor Jeff Bateman
Councillor Megan McMath (joined at 6:18 pm)
Councillor Tony St-Pierre (joined at 7:07 pm)
Councillor Al Beddows
Councillor Dana Lajeunesse

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Carolyn Mushata, Director of Corporate Services
Raechel Gray, Director of Finance
Jeff Carter, Director of Operations
Ted Ruiter, Fire Chief
Cam Norris-Jones, Captain
Michael MacDonald, Technology Support Analyst
Chandra Frobel, Corporate Services Assistant

1. CALL TO ORDER

Mayor Tait called the meeting to order at 6:01 pm.

2. FIRST NATION RECOGNITION

The Chair acknowledged the T'Sou-ke and Scia'new Nations upon whose territory Council is meeting.

3. APPROVAL OF THE AGENDA

2021-439

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

THAT the agenda for the November 23, 2021, Special Meeting of Council be adopted as circulated.

CARRIED UNANIMOUSLY

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

Absent: Councillor Megan McMath and Councillor Tony St-Pierre

4. PUBLIC QUESTION AND COMMENT PERIOD

- Anna Russell - Juan de Fuca Electoral Area, BC: climate action must be implemented now. The climate emergencies of this year will be worse in the future and responding will be more difficult. Sooke must respond without relying on the support of other levels of government.
- William Wallace - Sooke, BC: would like Council to reconsider their decision to not fund the full \$228,000 Climate Action Committee (CAC) budget request. Full time dedicated staff is needed to work with the CRD.

**Minutes for the Special Council Meeting - Budget Deliberations
Meeting of the District of Sooke - November 23, 2021**

5. BYLAWS

2022-2026 Five Year Financial Plan

The Director of Finance presented the 2022-2026 Five Year Financial Plan report. The goal of the plan is to meet the requirements of Council's strategic plan, the recent service level review, the public, and staff, with a focus on the initiatives recommended by the Transportation Master Plan.

Councillor McMath joined the meeting at 6:18 pm.

In response to questions, staff advised that:

- Previously, a Parks staff position was funded by the Covid Reserve fund. However, that funding is finite and the cost of staffing that position must be absorbed into the budget.
- VoterView is an elector management system that will increase transparency, efficiency, voter safety, and facilitate the ability to update the elector list dynamically from multiple polling locations for advance polls or on election day. The software license will be valid for one year.
- The work of the Community Economic Development Officer position has been reviewed and will be assigned to the Manager of Planning (new position). This new staff person's work will include addressing non-residential growth and the employment lands as identified in the OCP.
- Funding for a new RCMP officer is included in future years' budgets.
- The federal Community-Building Fund payments increase at a pre-determined rate each year. The budget assumes that another federal funding program will replace it in 2025/2026.
- E-Comm expenses are not included in this budget.
- The Fire Department's budget request is lower than originally proposed because there are now fewer paid on call members.
- The implementation of the transportation master plan will result in increased active transportation options and safety, improved storm water management infrastructure, better traffic management, repaired roads, and the reduction of GHG emissions. It is important to support this work now to ensure that the District is prepared to accept additional financing options when they become available (grants and loans). Also, savings can be realized by scheduling work in unison with the Waddams Way developers. A 6.09 percent tax increase over three years will ensure the establishment of a reserve fund to secure a loan in the future.
- Information about the budget will be provided to the public in person and in print at the open house event. Also, an explanatory video will be prepared for release online.
- The CRD's Climate Action Strategy and the support offered with it will augment local efforts, and local resources are needed to participate in the program.
- When grant applications are successful, District resources are needed to complete the related work.
- A 2022 Earth Day event will kick off the local climate action campaign and engage the public.

Council discussion:

- It is anticipated that the agreement with the Chamber will be renewed annually and agreement with SFRS is for two years.

**Minutes for the Special Council Meeting - Budget Deliberations
Meeting of the District of Sooke - November 23, 2021**

The meeting was recessed at 7:04 pm. The meeting was reconvened at 7:07 pm.

- A significant property-tax increase seems inevitable. Preventative infrastructure improvement projects are critical given the increasing occurrence of extreme weather events. The public are in favor of transportation work.
- Responding to climate change and realizing transportation projects are closely associated. The requests of the CAC appear to duplicate the planned CRD work and may be unnecessary. Council has agreed to the CRD work and the CAC should review their plans and requests accordingly.
- The CRD's Climate Action Strategy offers regional initiatives and coordination. The CAC's 7% Solution and the citizens engagement campaign are part of a needed Sooke-specific plan. Dedicated climate action staff are needed to participate in the regional strategy.
- Sooke usually does not usually benefit from regional plans as much as other municipalities.

2021-440

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

- 1) THAT Council give First reading to 2022-2026 Financial Plan Bylaw No. 835, 2021.

CARRIED UNANIMOUSLY

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

Absent: Councillor Ebony Logins

Council discussion:

- Infrastructure work is needed, and the timing is important for receiving Provincial support. When grants are offered, spending must occur to satisfy the requirements of acceptance.
- Climate action work has been occurring within the District since 2010 but has not been publicized.
- The monthly property tax increase per household is not high and collecting the amount now will result in cost savings and reserves for the future.
- Staff are to be trusted to not spend unnecessarily on items that are already offered through CRD programs.
- Educating the public about the need for immediate climate action is necessary.
- Council already makes decisions through a green lens but infrastructure has been neglected in previous years.
- Council would like to review the property tax notice information insert before it is distributed to the public.

2021-441

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

- 2) THAT Council give Second reading to 2022-2026 Financial Plan Bylaw No. 835, 2021.

CARRIED UNANIMOUSLY

**Minutes for the Special Council Meeting - Budget Deliberations
Meeting of the District of Sooke - November 23, 2021**

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

Absent: Councillor Ebony Logins

2018-b

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

3) THAT Council give Third reading to 2022-2026 Financial Plan Bylaw No. 835, 2021.

CARRIED UNANIMOUSLY

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

Opposed: None

Absent: Councillor Ebony Logins

6. ADJOURNMENT

2021-442

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

THAT the November 23, 2021, Special Meeting of Council be adjourned at 8:23 pm.

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
December 13, 2021 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

STAFF PRESENT:

Norm McInnis, Chief Administrative Officer
Sarah Temple, Deputy Corporate Officer
Raechel Gray, Director of Finance
Matthew Pawlow, Director of Planning and Development
Jeff Carter, Director of Operations
Ted Ruiten, Director of Community Safety
Sue Welke, Community Economic Development Officer(virtual participation)
Maia Carolsfeld, Climate Action Coordinator
Ryan Reinsch, Head of Information Technology
Jennifer Royer-Collard, Corporate Services Assistant

ABSENT:

Councillor Megan McMath

1. CALL TO ORDER

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

2. MOTION TO CLOSE THE MEETING TO THE PUBLIC

2021-439

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT this meeting be closed to the public under sections 90(1)(e) and 90(2)(b) of the *Community Charter* as it pertains to the acquisition, disposition, or expropriation of land and the consideration of information received and held in confidence relating to negotiations between the municipality and the provincial and federal governments.

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. CALL TO ORDER - OPEN PORTION

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

4. FIRST NATION RECOGNITION

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

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

5. APPROVAL OF THE AGENDA

2021-440

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT the agenda for the December 13, 2021, Regular Meeting of Council, be adopted as amended:

- Addition of Supplemental Information for Item No. 8.1. *Delegation - Transition Sooke.*
- Move Item No. 13.4. *Sewer Loan Authorization Bylaw No. 834, 2021,* to immediately follow Item No. 8.2.

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. PUBLIC AND STATUTORY HEARINGS

6.1. Council Procedure Amendment Bylaw No. 833 (728-03), 2021

The Deputy Corporate Officer provided an overview of the written staff report, amending the Council Procedure Bylaw to increase the number of Council members that may attend a meeting electronically.

Public Input:

- No members of the public provided comments.

2021-441

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as Council Procedure Amendment Bylaw No. 833 (728-03), 2021.

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

6.2. Development Variance Permit - 1080 Silver Spray Drive

The Director of Planning & Development provided an overview of the written staff report, to permit the construction of a single-family dwelling, with reduced setbacks to steep slopes on the property.

Public Input:

- Susan Belford, a Sooke resident, spoke about how incremental changes in development impact the community vision.

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

Council Discussion:

- The variance request is for only one lot, any additional alterations to other lots in the development will require their own development variance process.
- There are no other locations on the property that would allow for a house to be situated.
- An onsite sewer treatment facility, for the entire development, allows for each lot to individually connect as required.

2021-442

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

THAT Council authorize the issuance of Development Variance Permit PLN01623 for 1080 Silver Spray Drive, to reduce the required setback to a steep slope from 22.6 metres to 17.5 metres for "Slope A" and from 54.9 metres to 12.5 metres for "Slope B" for the purpose of permitting construction of a single-family dwelling on the property.

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. ADOPTION OF MINUTES

Meeting Minutes

2021-443

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

THAT the minutes of the November 22, 2021, 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 Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath

8. DELEGATIONS

8.1. Transition Sooke - Hold on New Development

Alan Dolan, a Director with Transition Sooke, provided a presentation requesting Council implement a hold on new development in the District until the draft Official Community Plan has been completed, all bylaws, including the Zoning bylaw have been updated, and there is a Climate Action Plan in place.

2021-444

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

THAT Council authorize two (2) additional minutes for the Transition Sooke delegation.

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

Council Discussion:

- Concerns were raised that stopping development could remove a significant amount of local jobs, forcing residents to commute into Victoria or spend money to retrain which would financially impact residents and increase carbon emissions.
- Halting development would not allow for staff to work with developers to obtain amenities for the community.

8.2. Climate Action Committee Presentation

Anna Russell, a representative from the Climate Action Committee, provided a presentation on carbon accounting and greenhouse gas (GHG) emissions associated with new development, requesting Council include these calculations in the new Official Community Plan (OCP) and associated bylaws.

Council Discussion:

- Natural gas connections are significantly increasing, with new construction opting for gas over oil/hydro, as it is a cheaper power source.

13.4. Sewer Loan Authorization Bylaw No. 834, 2021

The Director of Operations provided an overview of the written staff report requesting authorization to apply for grant funding and approve a wastewater project for expansion to the Kaltasin and Whiffin Spit areas.

Council Discussion:

- There will be an impact on traffic routes, if successful in obtaining the grant funding the tendering and construction will occur in 2024 and will be in conjunction with provincial improvements to Highway 14.
- This is a community issue that is in alignment with the OCP's projected growth scenarios.
- The environmental impacts of not getting septic systems decommissioned and houses in environmentally sensitive areas connected to the wastewater collection system. Designs and planning will take into consideration all factors associated with water tables and proximity to the waterways.
- Importance of providing wastewater collection services to the T'Sou-ke First Nations, as well as supporting their request for improved water quality in the basin.

The Mayor tabled the recommendation until after the Public Question & Comment Period, to ensure members of the public who may wish to speak to this item are afforded the opportunity,

9. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

The Chief Administrative Officer provided Council with the following update:

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

- Offered recognition of Council, staff, committees and volunteers for their dedication to their work in supporting the District.

10. PUBLIC QUESTION AND COMMENT PERIOD

The following members of the public provided comments:

- Keith Elliott, a Sooke resident, spoke in support of Climate Action Items No. 8.2., 12.5. and 12.6. encouraging options for increased climate change adaptation.
- Cheryl Travis, a Sooke resident, spoke in support of Climate Action Items No. 8.2., 12.5. and 12.6. and advised that a reduction in natural gas will support a future carbon-neutral scenario.
- Susan Belford, a Sooke resident, spoke in support of Climate Action Items No. 8.1., 8.2., 12.5. and 12.6.
- Susan Clarke, a Sooke resident, spoke in support of Items No. 8.1. and 8.2. reiterating the importance of acknowledging that the world is in a climate emergency and that there is climate angst related to reduction of carbon emissions.

13.4. Sewer Loan Authorization Bylaw No. 834, 2021

- Consideration of recommendation.

2021-445

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

THAT Council give first, second and third reading to the bylaw cited as Sewer Loan Authorization Bylaw No. 834, 2021.

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

2021-446

MOVED by Councillor Dana Lajeunesse, seconded by Councillor Ebony Logins:

THAT Council Authorize Staff to submit a grant application through Investing in Canada Infrastructure Program (ICIP) - Green Infrastructure: Environmental Quality Sub-Stream for Phase 2 implementation of the Wastewater Master Plan - Kaltasin and Whiffin Spit collection systems, "Sooke Harbour Environmental Restoration", for a total project cost of \$33,900,000;

AND THAT Council Support the project and commit to its share of the project, up to \$6,880,860, as well as cost overruns;

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

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

2021-447

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council direct staff to draft a Memorandum of Understanding between the T'Sou-ke Nation and the District of Sooke to enter into a Municipal Type Service Agreement including, but not limited to, the Operations and Maintenance of the Kaltasin Collection System located on T'Sou-ke Nation Indian Reserve One.

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 meeting was recessed at 8:56 p.m.

The meeting was reconvened at 9:02 p.m.

11. CONSENT AGENDA

2021-448

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Items No. 11.1. and 11.2. 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

11.1. Official Community Plan Committee - Meeting Minutes

- THAT Council receive the August 26, 2021, Official Community Plan Advisory Committee meeting minutes for information.

11.1. Correspondence

- THAT the correspondence from November 17-December 7, 2021, be received and filed accordingly.

12. REPORTS

12.1. Modification to Covenant - 2182 Church Road

The Director of Planning & Development provided an overview of the written staff report to amend items 3(c) and 4(a) of the covenants on the property at 2182 Church Road, to allow for the construction and installation of a 919 square meter greenspace as common space for the strata properties.

Council Discussion:

- This amendment will allow for development to begin and will ensure no damage to the green space site.

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

2021-449

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council approve a Modification Agreement to amend Restrictive Covenant CA9061916 registered on the property, 2182 Church 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

12.2. Employee Services Awards for 2021

The Deputy Corporate Officer provide an overview of the written staff report recognizing employees for their extended service to the District of Sooke.

2021-450

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:

- Constance MacDonald - 5 years
- Jennifer Royer-Collard - 5 years
- Tara Johnson - 5 years
- Julie Barlow - 5 years
- Cassidy Thagard - 5 years
- Tony Bastone - 15 years

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

12.3. Development of Waste Management Strategy

A report summarizing the results from the Expression of Interest and options for future waste management in Sooke.

Council Discussion:

- Financially prudent for the municipality to assess the need for a future public works department.
- There are possibilities for small-scale waste management pilot projects in the future.

2021-451

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council receive the Development of Waste Management Strategy report, for information.

CARRIED UNANIMOUSLY

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

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

12.4. Community Economic Development Strategy and Action Plan

Sue Welke, the Community Economic Development Officer, provided an overview of the written staff report, highlighting the background information, including engagement and committee insight, and outlining the next steps to implement the District of Sooke Community Economic Development Strategy and Action Plan.

Council Discussion:

- The new Manager of Planning will initiate the plan and manage the outputs.
- Implementation could be achieved within the next 3 years.
- Should a Community Economic Development Commission be favourable, it would be at arm's length from the District. There are several models which could be assessed and explored in the future.
- Continued support for local tourism, encourages residents to stay local and reduces greenhouse gas emissions from not travelling and utilizing community adventures.
- Increased external funding opportunities will bring new money into the local economy.

2021-452

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse: THAT Council adopt the proposed "District of Sooke Community Economic Development Strategy and Action Plan", finalized by the Community Economic Development Committee on November 26, 2021.

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

12.5. Report on 7% Solution and Alignment with Draft OCP Policies

The Chief Administrative Officer provided an overview of the written staff report illustrating the 7% Solution integration with the draft Official Community Plan and outlined a strategy for successful implementation.

Council Discussion:

- Concerns with lack of tools to accomplish requested reductions.
- The draft Official Community Plan addresses current development, retrofitting, and encourages green construction.
- Bylaws can stipulate the building requirements, through increased Step Code
- Concern with cost impacts of requiring retrofitting being downloaded onto residents, creating an increased financial burden.
- Ramifications with the implementation of recommendations from the Climate Action Committee, while not in a plan or strategy form.

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

2021-453

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

THAT Council postpone consideration of the Report of 7% Solution & Alignment with Draft OCP Polices report to an upcoming Committee of the Whole meeting.

DEFEATED.

In Favour: Councillor Jeff Bateman and Councillor Ebony Logins

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

Absent: Councillor Megan McMath

2021-454

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

THAT Council direct staff and the Climate Action Committee to complete the draft Climate Action Strategy for presentation to Council.

Amendment to Motion #2021-454

2021-455

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

THAT Council strike the word "Council" and replace it with "Committee of the Whole".

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, as amended, was **PUT** and **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

12.6. Climate Action Committee (CAC) Recommendation - The Climate Action Plan and the T'Sou-ke Nation

Councillor Bateman provided an overview of the committee's report, requesting support for the Climate Action Committee to consult with the T'Sou-ke First Nation on their Climate Action Plan.

Council Discussion:

Concerns that this request is too early, a plan should be prepared and given to the T'Sou-ke to view, encouraging them to provide their comments insight, and information if they deem it necessary.

2021-456

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council receive the Climate Action Committee recommendation, 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

2021-457

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT the Climate Action Framework be presented at an upcoming MOU Working
Group meeting, hosted by the District of Sooke.

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

12.7. 2022-2026 Five Year Financial Plan Update

The Director of Finance provided an overview of the written staff report highlighting the budget consultation and engagement undertaken for the 2022 Five Year Financial Plan.

2021-458

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

Absent: Councillor Megan McMath

13. BYLAWS

13.1. 2022-2026 Financial Plan Bylaw No. 835, 2021

A bylaw to adopt the financial plan to cover the fiscal period from January 1, 2022, to December 31, 2026.

Council Discussion:

- Concerns related to the creation of a new service area, specifically the hiring of a new Climate Action Coordinator position.
- The Climate Action funding could be utilized for alternative actions, not just for a position, and staffing should be left to the administration to assess, with the understanding that Council would be provided an update in advance.
- The current interim position allows for the assessment of executing climate initiatives and evaluating the continuation of a full-time position.

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

2021-459

MOVED by Councillor Jeff Bateman, seconded by Councillor Tony St-Pierre:
THAT Council adopt the bylaw cited as 2022-2026 Five-Year Financial Plan Bylaw No. 835, 2021

TABLED

2021-460

MOVED by Mayor Maja Tait, seconded by Councillor Al Beddows:
THAT Council table consideration of motion #2021-459.

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

2021-461

MOVED by Mayor Maja Tait, seconded by Councillor Al Beddows:
THAT Council direct staff to hold off on the hiring of a permeant Climate Action Coordinator until Council has had an opportunity to review the findings of the interim position and a finalized Climate Action Strategy.

DEFEATED

In Favour: Mayor Maja Tait

Opposed: Councillor Al Beddows, Councillor Jeff Bateman, Councillor Ebony Logins, and Councillor Tony St-Pierre

Absent: Councillor Megan McMath

The Main Motion was **PUT** and **DEFEATED**

In Favour: Councillor Ebony Logins, Councillor Jeff Bateman, Councillor Tony St-Pierre

Opposed: Mayor Tait, Councillor Al Beddows, Councillor Dana Lajeunesse

Absent: Councillor Megan McMath

The Mayor called for reconsideration, as permitted under s. 131 of the *Community Charter*.

2021-462

MOVED by Councillor Ebony Logins, seconded by Councillor Dana Lajeunesse:
THAT Council adopt the bylaw cited as 2022-2026 Five Year Financial Plan Bylaw No. 835, 2021.

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

2021-463

MOVED by Councillor Jeff Bateman, seconded by Councillor Dana Lajeunesse:
THAT Council extend the meeting past 11:00 p.m.

CARRIED.

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

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

13.2. Five-Year Financial Plan Amendment Bylaw No. 826 (799-01), 2021

A bylaw to amend the Five-Year Financial Plan for the years 2021-2025.

2021-464

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council adopt the bylaw cited as Five-Year Financial Plan Amendment Bylaw No. 826 (799-01)

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

13.3. Subdivision and Development Standards Amendment Bylaw No. 832 (404-02), 2021

The Director of Operations provided an overview of the written staff report to amend Bylaw No. 404, Subdivision and Development Standards Bylaw, 2014, to add further provisions regarding driveway design and placement.

2021-465

MOVED by Councillor Tony St-Pierre, seconded by Councillor Jeff Bateman:
THAT Council give first, second, and third reading to the bylaw cited as Subdivision and Development Standards Amendment Bylaw No. 832 (404-02), 2021.

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. NEW BUSINESS

There were no new business items.

15. CORRESPONDENCE REQUIRING ACTION

15.1. Letter of Concern re: Sewer Smells & Unpaved Street Shoulders - Linford

Correspondence regarding odours from the wastewater treatment facility and concerns with uneven pedestrian sidewalks along Highway 14.

2021-466

MOVED by Councillor Al Beddows, seconded by Councillor Tony St-Pierre:
THAT Council receive the correspondence from the Linford's, for information and direct staff to reply to their letter.

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

15.2. Wounded Warrior Run - Zweng

Correspondence from Wounded Warriors Run BC requesting support for their 2022 run.

Council Discussion:

- Concerns with the level of sponsorship being requested, more information is required in advance of making a decision.

2021-467

MOVED by Councillor Tony St-Pierre, seconded by Councillor Ebony Logins:
THAT Council receive the correspondence dated November 29, 2021, from Wounded Warrior Run BC, for information and direct staff to report back on the letter, asks, and cost implications at an upcoming Council 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

16. COUNCIL VERBAL REPORTS

Councillor Beddows reported:

- Attendance at the Integrated Police Unit Regional Governance Council.
- Update on Seaparc expenses to replace a computer system for chlorinating the hot tub.

Councillor Bateman reported:

- The Sooke Vancouver Island Regional Library will open in March 2022.
- Attendance at the District's Budget open house.
- Attendance at the 2021 Sooke Santa Parade.
- Attendance at the bi-annual Council to Council meeting with the T'Sou-ke First Nation.
- Attendance at the Sooke Homelessness Coalition review session.

Councillor Lajeunesse reported:

- Attendance at the South Island Prosperity Partnership (SIPP) committee.
- Attendance at the bi-annual Council to Council meeting with the T'Sou-ke First Nation.
- Attendance at the 2021 Sooke Santa Parade.

Minutes for the Regular Council Meeting of the District of Sooke - December 13, 2021

17. ADJOURNMENT

2021-468

MOVED by Councillor Tony St-Pierre, seconded by Councillor Dana Lajeunesse:
THAT the December 13, 2021, Regular Council meeting be adjourned at 11:16 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