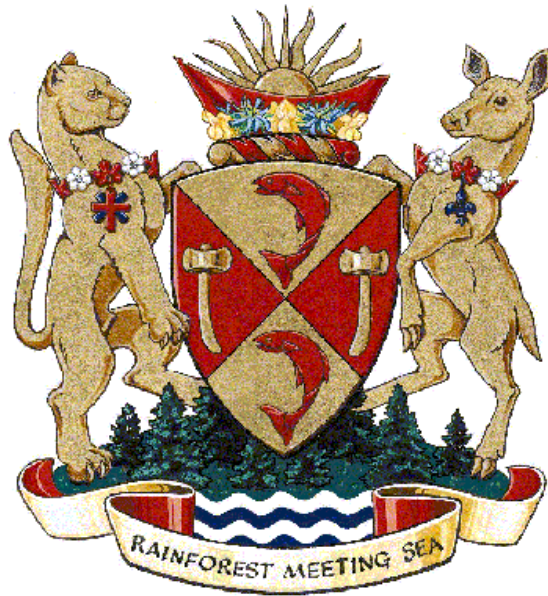


DISTRICT OF SOOKE

2007 ANNUAL REPORT



"Where the Rainforest Meets the Sea"



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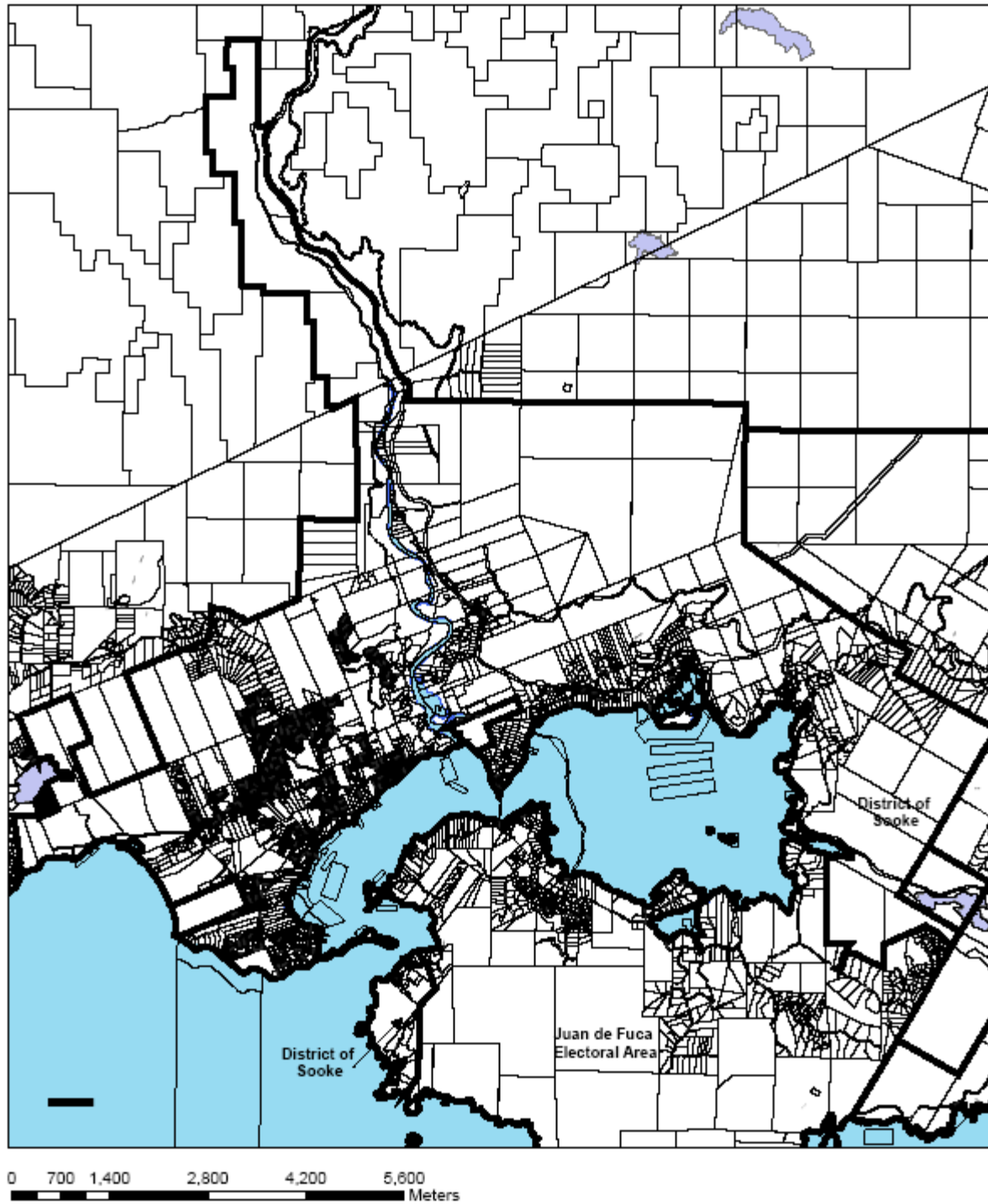
Presented to District of Sooke Council June, 2007 in accordance with Section 99, Community Charter.

For more information, please contact:

District of Sooke, Tel: (250) 642-1634 Email: info@district.sooke.bc.ca

Electronic Version (PDF) available on the District of Sooke Website www.district.sooke.bc.ca

District of Sooke



District of Sooke Boundary Map



District of Sooke Mayor and Council
(L to R) Councillor Jen Smith, Councillor Sheila Beech, Councillor Rick Kasper, Mayor Janet Evans, Councillor Brenda Parkinson, Councillor Ron Dumont and Councillor Rick Armour



District of Sooke Municipal Hall

Community Overview

Located on Vancouver Island, the District of Sooke is a short 35-minute drive from downtown Victoria, the capital city of British Columbia. The incorporated community's approximately 10,000 residents enjoy a relaxed, casual lifestyle in a rural setting that also affords many of the amenities of city life.

Sooke's once resource-dependent economy has shifted focus to include many home-based businesses, a commercial core, and a bustling tourism sector which annually entertains thousands of visitors from throughout the world. Sooke is the gateway to numerous ecotourism adventures as well as the West Coast Trail, Juan de Fuca Marine Trail, and Galloping Goose Trail.

Dozens of local bed and breakfasts as well as inns, motels and campgrounds offer accommodation, and those looking to take advantage of local fishing opportunities will find what they need from marinas and fishing charter guides.

Sooke enjoys some of the mildest climate in western Canada, with warm and dry summer months, and wet, mild winter months, allowing residents and visitors alike to enjoy many amenities such as a Par 3 golf course, Whiffin Spit Park, Sooke Potholes Provincial Park, skateboard park, arena and aquatic centre, museum and visitor information centre, and much, much more.

Sooke supports a vibrant and varied arts community. Many talented artists and craftspeople create beautiful works from both home-based studios and galleries in the commercial core. Musicians of every genre, from symphonic to choral to bluegrass, perform at a variety of events throughout the year. They share the stage with an enthusiastic theatre community.

The volunteer spirit pulls residents together for numerous special events like the Rotary Auction and Spring Fair, Sooke Canada Day celebration, Sooke Fine Arts Show, Sooke Philharmonic Orchestra "Fling" and Sooke Fall Fair. But that volunteer spirit doesn't end with special events. Hundreds of residents share their time and talents with dozens of community groups offering something special to their fellow residents.

Visitors to our community have the opportunity to enjoy the beauty the Sooke region has to offer, one main reason so many are proud to call Sooke home.

(From District of Sooke website: www.district.sooke.bc.ca)

Message from Mayor Janet Evans

On behalf of Council, it is my pleasure to introduce the 2007 Annual Report.



As we deal with the pressures of growth in Sooke and the Western communities, we need to maintain our quality of life and protect our fabulous environment.

Council and staff are committed to providing a great community to raise a family and a relaxing place in which to retire. We will continue to promote Sooke as a cultural center along with an affordable lifestyle, a great volunteer spirit and small town values.

With the wastewater collection and treatment plant now operating for almost a full year, we continue to focus on the environmental cleanup of the harbour and basin; by considering new applications into the sewer specified area.

This year we saw the establishment of an Economic Development Commission in partnership with the Sooke Harbour Chamber of Commerce. Council is committed to encouraging growth and opportunities for a larger commercial and industrial tax base, which will benefit the community.

In 2006 Council approved the adoption of the new zoning bylaw and approved preliminary plans for the development of the John Phillips Community Park. We also approved the borrowing bylaw for the purchase of a new fire truck and hired a consultant to provide guidance on an affordable housing strategy.

Regionally, approval came from the CRD Water Commission for the new water line to Sooke; which will replace an aging and failing water line. Sooke and the electoral area received new local bus service provided by BC Transit, which helps our citizens with transportation needs. A new bylaw with the electoral area in 2006 saw changes to the funding formula for the Sooke Electoral Area Parks and Recreation Commission (SEAPARC).

Good news was received in 2006 from VIHA and BC Housing for the seniors housing and complex care project on Ayre Road; provided by the Sooke Elderly Citizens Housing Society. Construction has now started.

Council continues to meet as Committee of the Whole and welcomes public participation at all public meetings. We are guided by the strategic goals that Council and staff have established; you will find them in this report.

On behalf of Council and staff I would like to take this opportunity to thank the volunteer Fire Fighters and their families for the great job they do in protecting our community.

To the many volunteers and service clubs that provide the community spirit, hard work, and dedication, we thank you and appreciate all you do to shape our community.

To the citizens of Sooke, we thank you for your support.

Mayor Janet Evans

The Community Vision for the Year 2026

(excerpt from the Sooke Official Community Plan 2001)

For the residents of Sooke, the community and its environs represent a special place that generates a strong loyalty. What makes Sooke special was clearly articulated in a variety of visioning statements provided by residents during the preparation of the OCP.

Integral to the vision is access to: wilderness areas and wildlife; the harbour/basin; the Sooke Hills; an attractive town centre; Sooke's heritage; and, arts and culture - "art is the heart of the community".

The vision of the District of Sooke in 2026 described below is drawn from a synthesis of residents' views on how they would like to see their community develop. The views were provided on comment sheets, at open houses and in workshops as part of the preparation of the Official Community Plan.

In 2026, the District is a growing community of 15,500 people.

The Downtown Core is a vibrant, attractive destination for residents and visitors. The implementation of design guidelines has established a village ambiance with quality development and vistas of the harbour/basin and the Sooke Hills. The mixed residential/retail/commercial development is on a human scale. There is a variety of community gathering places and small parks where people come together for festivals, community celebrations or to simply interact and relax. Galleries and artisan workshops are clustered in heritage style buildings, attracting tourists. Streets are narrower with boulevards, flowers and shade trees. Pedestrians and cyclists move easily, and there are even a few equestrians; cars are in the minority. From the Downtown there are views of the harbour/basin and access to the water and its activities. Access to Downtown is pleasant and easy along the system of trails linking District neighbourhoods.

The Waterfront

A seawalk extends along the waterfront, a favourite setting for local residents to stroll watching the activity on the water and marine life. The seawalk is also a destination for tourists, particularly attracted by a quay where fresh fish, produce, Sooke specialties and crafts can be purchased.

Protected Areas

Part of the District's attraction is the identification and preservation of forest, plant, wildlife and marine habitats through the preparation of inventories. The protection of these areas has resulted in them being the focus of special tours by bicycle or kayak, with particular appeal to the global tourist.

The Trail System

A network of linear green space provides safe trails for pedestrians, cyclists and horseback riders, free of vehicular traffic. The trails link the waterfront parks and upland parks to the District's public and private facilities.

The Economy

Implementation of an economic development strategy has created a thriving community and generated a variety of jobs for young people in Sooke, allowing those interested in remaining to do so. Tourism is a prime driver of the economy because of the arts (performing and visual) and adventure vacationing. The community offers accommodations and activities for a range of visitors. Marine and waterfront businesses support tourism, but also commercial and industrial activity such as marine manufacturing and manufacture of value-added wood products. Industrial parks and sites accommodate a wide range of light, medium and heavy industrial developments, including continuing gravel processing. Work-live developments provide affordable and flexible accommodation for artisans and small technology/professional businesses.

Residential & Community Services

The District of Sooke is a socially sustainable and inclusive community with housing options and supportive services for residents of all ages, including the elderly. The service infrastructure for the core area is well developed, supporting and attracting residents and businesses.

With the above in place in 2026, the District's residents feel that the following sentiments expressed by a participant in the development of the OCP have been realized, "The future certainly looks bright for this area and I am proud to be a participant."

Message from the Chief Administrative Officer

Greetings! A warm hello to the community of Sooke and its fine residents.

I came on board on December 4, 2006, and I have met a ton of people who have welcomed me with open arms. I thank all of you who made the effort to make me feel at home during this transition. Within my first two weeks, the devastating December 2006 windstorm hit the Sooke area. Although Sooke experienced tremendous damage, the character and spirit of the community conquered all. This pioneer spirit, so obvious to any newcomer, reached out to those in need, provided assistance without asking and made the disaster.... an adventure.

The DOS hosted over 850 residents by providing provisions over the course of two days. A superb community effort! A special thanks to the volunteers who worked above the call of duty.

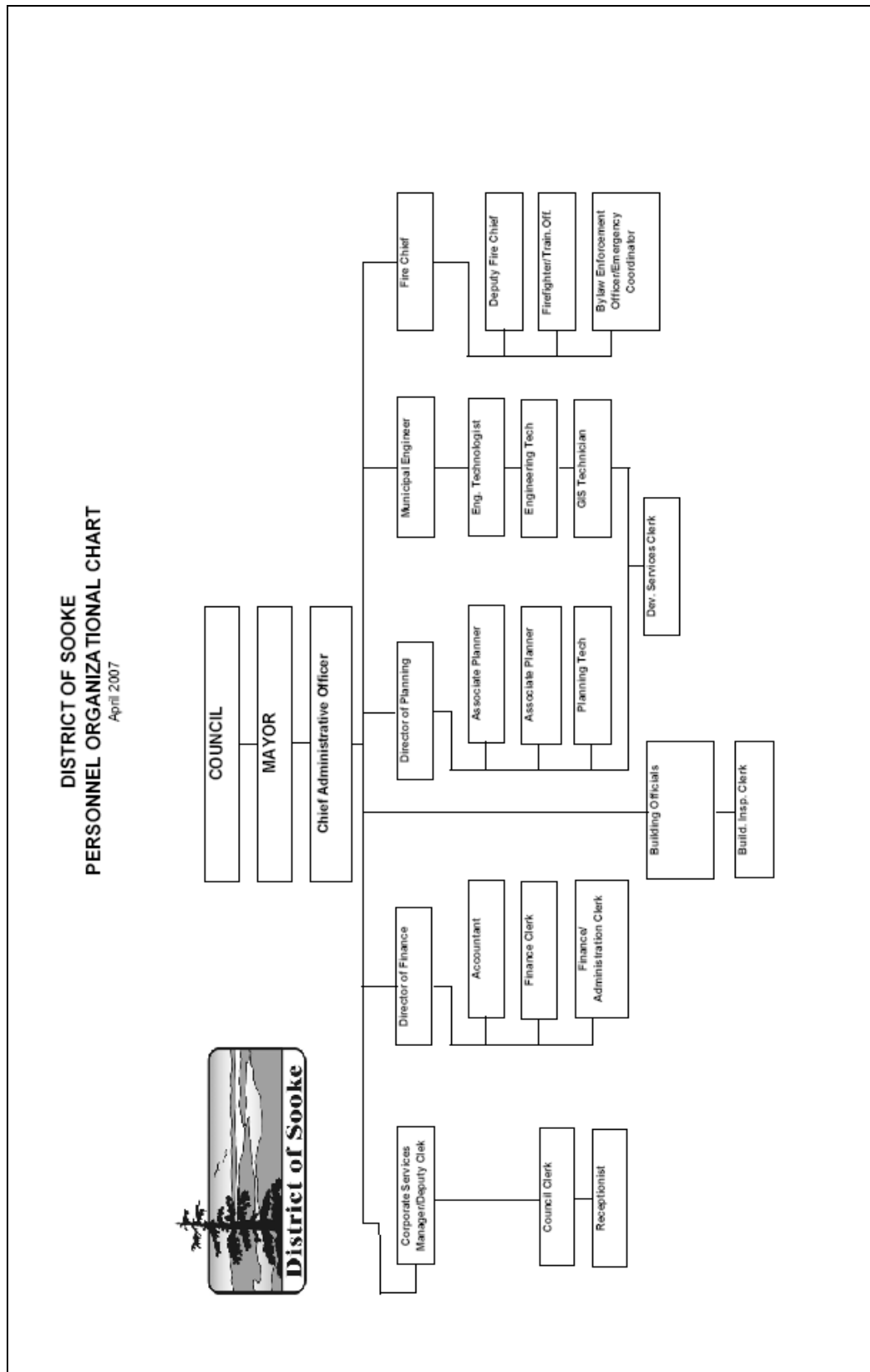
My focus will be to personalize the municipal hall by welcoming all residents to stop by to chat about any issue. Local government is in the people business and I look forward to the future. On behalf of all the fine staff of the DOS, it is my pleasure to serve each and every one of you,

Regards,

Evan Parliament

Chief Administrative Officer

Corporate Organization Chart



2006 Corporate Services Department Report

The Administration Office for the District of Sooke includes the Chief Administrative Officer, the Corporate Services Manager/Deputy Clerk, Council Clerk and support staff.

The Chief Administrative Officer provides leadership and coordination to all departments in the discharge of their responsibilities. He provides advice and recommendations to Municipal Council and ensures that Council's directives and policies are carried out. The Chief Administrative Officer oversees preparation of annual budgets, programs and policy initiatives to ensure the consistent delivery of high quality services to our citizens. He represents the District of Sooke to local businesses and residents.

The Corporate Services Manager/Deputy Clerk under the direction of the Chief Administrative Officer, is responsible for supporting the legislative matters and decisions of Council and all other statutory bodies within the Corporation. This includes minutes of the business of the District, administration and certification of bylaws, the execution of documents on behalf of the District, corporate records management, elections and Freedom of Information and Protection of Privacy requests.

2006 Highlights:

- Council provides considerable support to local volunteer groups and encourages their activities through periodic grant opportunities.

Grants in Aids Recipients for 2006:

Sooke Community Arts Council (signage)	\$1,500
John Muir Parent Advisory Committee (playground equipment)	\$4,500
Saseenos Parent Advisory Committee (playground equipment)	\$4,000
Journey Middle School (Japan exchange student program)	\$1,000
Sooke Boxing Club	\$1,500
Journey Middle School (EMCS Society) (Musical Theatre)	\$1,000
Steps to the Future Child Care Society Furniture	\$1,000
Sooke Fall Fair Association Catalogue, etc.	\$ 826
Sooke Elementary Parent Advisory Council (Playground equipment)	\$4,500
Saseenos Parent Advisory Council (Playground equipment)	\$4,500

Focus Group Capital Grant Recipients for 2006:

The Kaltasin Project	\$11,300
Edward Milne Community School Society	\$10,000
Juan de Fuca Salmon Restoration Society	\$12,000
Sooke Regional Historical Society	\$ 2,300
Sooke CASA	\$11,000
Sooke Senior Drop-in Centre	\$ 3,400

Corporate Services Continued:

- The boundary of the District of Sooke was amended by including East Boundary properties (Gillespie Road area) and West Boundary properties (Kemp Lake area).
- The District of Sooke and its 13 non-management employees, represented by CUPE Local 374, ratified their first union contract.
- The Sooke Economic Development Commission was established by Council to target economic development activities, including:
 - Attract the following business sectors:
 - Tourism Industry- hotels with meeting and conference facilities
 - High-Tech / Internet Technology Industry
 - Secondary education facilities; such as, schools for fine arts, music academies, sailing and outdoor operations, etc.
 - Light Industrial / Marine related manufacturing
 - Increased retail space capacity
- UBCM Tourism Grant received for the implementation of the District of Sooke tourism plan.
- UBCM Community-to-Community Grant joint application with the T'Sou-ke First Nation and forum event planned for March, 2007.
- The District of Sooke celebrated the grand opening for the wastewater treatment and collection system for the core sewer area on March 3rd, 2006.



March 3, 2006 – Councillor Dumont, Past Councillor John Farmer, Mayor Janet Evans, Councillor Rick Kasper, Councillor Sheila Beech, Past Councillor Lorna Barry, MLA Ida Chong

THE FIRST FLUSH!

Message from the Acting Director of Finance

The Finance Department is responsible for budgets and financial planning, property taxes, accounts receivable, accounts payable, payroll, and grants-in-aid. The Finance Department also administers the District's purchasing policy and computer systems.

We are pleased to present the annual audited financial statements for the District of Sooke for the year ended December 31, 2006. The report provides a summary of the consolidated financial position and results of operations of the District, and is prepared in accordance with generally accepted accounting principles and recommendations of the Public Sector Accounting and Auditing Board (PSAB).

Section 98 of the Community Charter states that a Council must prepare an annual report and requires that the audited financial statements be included with the report. Responsibility for completeness and accuracy of the financial statements lies with the management of the District. Sufficient internal controls exist and must be maintained to ensure the integrity of financial information.

The independent audit firm of KPMG LLP was retained to complete an audit of the financial results and express an opinion with respect to the statements. The opinion presented indicates that the consolidated financial statements and results of operations present fairly the financial position of the District as at December 31, 2006. The financial statements are attached as an appended document to this report.

Evan Parliament

Chief Administrative Officer

2006 Financial Report

See Appended document.

2006 Permissible Tax Exemptions

In accordance with Section 98(2)(b) of the *Community Charter*, the following properties in the District of Sooke were provided permissive property tax exemptions by Council for 2006:

Legal Description	Address	Value of Permissive Exemption
Lot A, Plan VIP61481, Section 2&3, Sooke Land District, Manufactured Home Reg. #66620 (PID 023-142-391)	Sooke Baptist Church 7110 West Coast Road	\$15811.31
Lot B, Plan 18924, Section 3, Sooke Land District (PID 003-818-985)	Sooke Pentecostal Church 6851 West Coast Road	4604.46
Lot 3, Plan 1169, Section 3, Sooke Land District: Taxation Action Section 13(d) (PID 007-838-166)	Holy Trinity Anglican Church 1962 Murray Road	2612.80
Plan 1057, Sooke Land District, PT Sec 10 containing .48 Acre more or less being that pcl of land marked church on pl 1057 (lying south of Lot 14) Authority: Taxation Action Section 24(d) (PID 000-108-421)	Knox Presbyterian Church 2096 Church Road	4154.62
Lot 1, Plan 9917, Section 15, Sooke Land District, Church Property Authority: Taxation Act Sec 13(d) (PID 000-349-909)	Juan de Fuca Seventh-Day Adventist Church 6251 Sooke Road	885.70
Lot 1, Plan 9247, Section 15, Sooke Land District, (PID 000-042-951)	Juan de Fuca Seventh-Day Adventist Church 6255 Sooke Road	1089.64
Lot A, Plan VIP74513, Section 26, Sooke Land District, (PID 025-527-045)	Sooke Congregation of Jehovah's Witnesses 2207 Church Road	1631.55
Lot 1, Plan 1540, Section 3, Sooke Land District, Authority: Taxation Act Sec 13 (Q) (PID 007-238-924)	Sooke Community Association Sooke Road	1291.54
Plan 1540, Sooke Land District, Firstly: W ½ of Lot 8 Sec 3 Plan 1540 Secondly: Lots 9 and 10 Sec 3 Plan 1540: Taxation Act Section 13(Q) (PID 007-239-076)	Sooke Community Hall 2039 Shields Road	12282.96
Lot 2, Plan VIP59555, Section 14, Sooke Land District, (PID 018-906-087)	Sooke Community Association Ballpark Throup Road	6080.68
Lot 1, Plan 5996, Section 14, Sooke Land District: Taxation Act Sec 13 (Q) (PID 005-936-497)	Sooke Community Association Parking Area and Ballpark Throup Road	5337.97
Parcel A, Lot 2, Plan 5996, Section 14, Sooke Land District, Authority: Taxation Act Section 13(Q) (PID 005-936-802)	Sooke Community Association Parking Area and Ball Park 6521 Throup Road	1887.93
Parcel A, Block 7, Plan 5855, Section 14, Sooke Land District, (DD200743-I) Authority: Taxation Act Sec 13 (Q) (PID 005-941-245)	Sooke Community Association Parking Area and Ball Park Throup Road	1911.24
Lot 2, Plan 17066, Section 15, Sooke Land District, Port=Except Plan 19346 Authority: Taxation Act Section 13(Q) (PID 004-132-289)	Sooke Community Association Fred Milne Park 2249 Sooke River Road	7533.14

Permissible Tax Exemptions 2006: Cont'd.

Legal Description	Civic Address	Value of Permissive Exemption
Sooke Land District, Parcel F of Section 27 Authority: Taxation Act Section 13(Q), Manufactured Home Reg. #17036 (PID 009-374-591)	Sooke Community Association Park "Sooke Flats" 2039 Phillips Road	\$16332.69
Plan 7017, Sooke Land District, Lot 4, Section 73, Plan 7017 Authority: Taxation Act Section 13(Q) (PID 005-801-818)	Sooke Community Association Parking Area and Ballpark Phillips Road	4791.57
Plan 2451, Sooke Land District, Lot B, Section 3, Plan 2451 Authority: Taxation Act Sec 13 1(Q) (PID 006-576-290)	Sooke Lions Club Park Murray Road	2898.69
Sooke Land District, Parcel B of Section 45 Authority: Taxation Act Section 13(Q) (PID 009-387-234)	Summer Camp of Brownies and Girl Guides Sooke River Road	4074.20
Sooke Land District, That part of Sec 54 lying North of Victoria Pipe line Authority: Taxation Action Section 13(Q)	Camp Thunderbird Glinz Lake Road	2657.09
Sooke Land District, North part of Section 55 Authority: Taxation Act Section 13(Q)	Camp Thunderbird Glinz Lake Road	2808.59
Sooke Land District, Secs 56 & 57 Sooke and Parcel A of Sec 19 Otter and Sec 102 Sooke Authority: Taxation Act 13(Q) (PID 009-388-630)	Camp Thunderbird Glinz Lake Road	9649.43
Block A, Section 59, Sooke Land District, Authority: Taxation Act Section 13(Q) (PID 009-388-702)	Camp Thunderbird Glinz Lake Road	4545.02
Block A, Section 60, Sooke Land District, Authority: Taxation Act Section 13 (Q) (PID 009-388-729)	Camp Thunderbird Glinz Lake Road	4102.17
Lot 2, Plan 15068, Section 3, Sooke Land District (PID 004- 171-306)	St. Vincent de Paul Society 6750 West Coast Road	5856.91
Lot A, Plan VIP74590, Section 10, Sooke Land District (PID 025-545-582), except for that space occupied by the Ministry of Children and Family Development	Queen Alexandra Foundation for Children 2145 Townsend Road South	31254.67
Lot A, Plan 18747, Section 0017, Sooke Land District (PID 003-773-272) for that area occupied by the Juan de Fuca Marine Rescue Society	Juan de Fuca Marine Rescue Society - 7316 MacMillan Road	9125.88
Sooke Land District, Sooke Harbour Authority on Government Wharf (water lot 193) for that area occupied by the Sooke Harbour Authority	Maple Avenue Wharf	53.51
Lot 193, Sooke Land District, Government Wharf on Water Lot 193 for that area occupied by the Sooke Harbour Authority	Maple Avenue Wharf	13020.94
Lot A, Plan 1540, Section 3, Sooke Land District, Portion:DD D79952 (PID 007-239-122)	Sooke Pacific #54 Branch Royal Canadian Legion	12224.71
Lot B, Plan VIP69170, Section 73, Sooke Land District (PID 024-548-031)	Sooke Regional Historical Society Museum Phillips Road	30160.15
TOTAL		\$220,671.76

Message from the Director of Planning

The Planning Department is responsible for the District of Sooke's current and long-range planning and development. The department looks after technical inquiries, development permits, rezoning applications, Agricultural Land Reserve applications, policy implementation, and updates to the Zoning Bylaw and Official Community Plan. Planning Department staff consists of the Director of Planning, two Associate Planners and a half-time Development Services Clerk. A GIS Specialist position has been created for 2007.

Responsible planning is integral in the development of safe, convenient, equitable, healthy, and attractive communities. The Planning Department works with a variety of stakeholders including, local residents, business groups, community associations, developers, and environmentalists to implement a vision for the community's future. This vision incorporates sustainable development with the future needs of residents, and includes the use of smart growth principles. Developments should feature a mix of land uses, pedestrian pathways, bicycle lanes, sidewalks, underground utilities, affordable housing, green space, energy efficiency, innovative design and green technology.

To promote economic development more effectively, the District of Sooke, the Sooke Harbour Chamber of Commerce and members of the public have formed the Sooke Economic Development Commission. The partnership is dedicated to providing day-to-day services to the business community, while planning for downtown revitalization, and implementing the overall economic development strategy of the District of Sooke.

Marlaína Elliott, MCIP

Director of Planning

Message from the Director of Engineering

The District of Sooke Engineering Department consists of a Director of Engineering, an Engineering Technologist, an Engineering Technician and a half-time Development Services Clerk, who are responsible for planning, design, construction, operation, and maintenance of new and existing District Infrastructure. Our duties include:

- Administration of maintenance contractors
- Capital works programs for District facilities, parks, sewer, roads, and drainage
- District Engineering and Design Standards
- Infrastructure support to maintenance contractors, other departments, developers, and the public
- Subdivision and Development infrastructure reviews and approvals
- Permit approvals for work within District right-of-ways & property, events within District right-of-ways & property and use of parks facilities

Budgeted projects that the Engineering Department will be administering in 2007 include:

- Sooke Harbour marine boardwalk
- Townsend Road South reconstruction
- Whiffin Spit parking lot improvements
- Winter storm cleanup of parks
- Crosswalk markings
- Sidewalk construction
- Culvert replacements
- Pedestrian crossing signals on Throup Road
- Speed hump on Golledge Road
- Improvements to John Phillips Memorial Park

The Engineering team looks forward to providing the residents of Sooke with efficient service in 2007.

Darcey Kohuch

Director of Engineering

2006 Development Services Department Report

DEVELOPMENT SERVICES

2006

**Engineering
Planning
Building Inspection
Parks**



Development Services
2205 Otter Point Road
Sooke, BC V0S 1N0
www.district.sooke.bc.ca

ANNUAL REPORT



New Zoning Bylaw

Staff spent much of 2006 working with a community-based committee to complete the new Sooke Zoning Bylaw.

Adopted October 30, 2006, Bylaw No. 270, Sooke Zoning Bylaw, 2006, represents a significant change to permitted land uses within the District of Sooke.

Building and Sewer Permits

Permit activity for 2006 rose sharply with 260 building permits issued in 2006, up from 163 in 2005.

Sewer permits kept building department staff incredibly busy, with 1047 applications processed.

Planning Fees

The Planning Department saw a marked increase in application fees in 2006 after Council opted to increase all development application fees. Approximate fees generated for 2006 were \$113,350, up from the \$28,130 generated in 2005.

HIGHLIGHTS

Development Services serves as an umbrella over the Planning, Engineering and Building Inspection departments within the District of Sooke. These departments, and the functions they provide to the community, were exceptionally busy in 2006.

With the completion of the sanitary sewer collection and treatment system at the end of 2005, property owners within the sewer specified area were encouraged to complete their sewer permit applications and have their systems installed before the December 31, 2006 deadline. By the end of the year 1047 permits had been issued.

The Planning Department worked with a volunteer committee to complete Bylaw No. 270, *Sooke Zoning Bylaw, 2006*, a new and updated zoning bylaw for the District of Sooke. The new bylaw allows for:

- Greater densities within the sewer specified area and Town Centre;
- 1 ha minimum parcel sizes for properties outside the sewer specified area;
- Greater heights;
- Reduced setbacks;
- More permissive regulations for secondary and small suites;
- Modern definitions and general regulations;
- Zoning for the surface of the water; and
- Rezoning of some properties.

Members of the Development Services team were also active in reviewing the Development Permit application for a new residential care facility to be constructed on Ayre Road. A total of 32 residential care beds and 25 assisted living units will be constructed as part of the project which is expected to be completed in 2008.

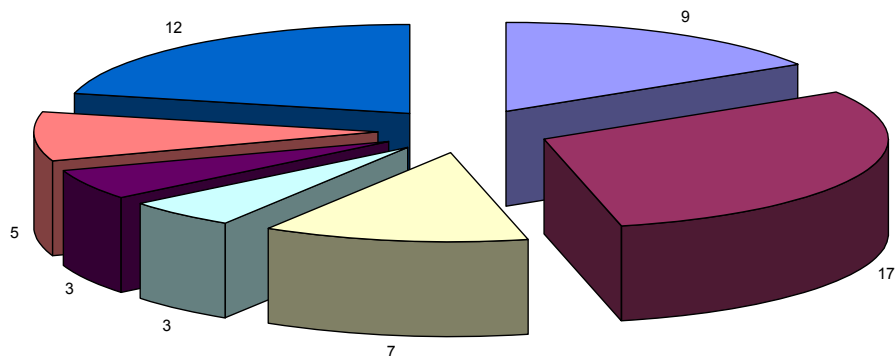
A final draft of the Liquid Waste Management Plan (Stormwater) Stage 1 was completed in the fall of 2006. Its purpose is to introduce stormwater management issues to the community and provide a realistic set of stormwater management actions considered appropriate for detailed investigation and discussion in the District of Sooke LWMP (Stormwater) Stage 2. The final LWMP (Stormwater) Stage 3 will then be a written record of the District's decisions and plans for the management of stormwater and will likely be adopted in the District's Official Community Plan in the future.

All Development Services departments experienced major staffing changes in 2006. By the end of the year Development Services saw a new Director of Planning, Planning Technician, Engineering Technician, part-time Building Inspector, Development Services Clerk and Building Permit Clerk in place, replacing staff who either moved to other positions or left the District for new challenges.

PERMIT ACTIVITY BY TYPE

Planning Department						
	2006		2005		2004	
	Total Applications	Approx. Fees	Total Applications	Approx. Fees	Total Applications	Approx. Fees
Zoning/OCP Amendments	9	\$46,800	11	\$10,270	22	\$16,150
Development Permits	17	\$58,000	20	\$7,635	14	\$5,444
Development Variance Permits	7	\$4,800	23	\$6,060	12	\$3,000
ALR Applications	3	\$1,800	6	\$3,600	6	\$1,500
Board of Variance	3	\$1,600	6	\$375	2	\$225
Land/Water Referrals	5	\$0	5	\$0	4	\$0
Sign Permits	12	\$350	10	\$190	109	\$165
Total	56	\$113,350	81	\$28,130	169	\$26,484
Engineering Department						
	2006		2005		2004	
	Total Applications	Approx. Fees	Total Applications	Approx. Fees	Total Applications	Approx. Fees
Access Permits (HUP)	30	\$0	42	\$0	29	n/a
Subdivisions	29	\$46,000	29	\$36,950	(includes soil) 38	\$32,050
Soil Deposit/Removal	2	\$200	6	\$600		
Total	61	\$46,200	77	\$37,550	67	\$32,050
Building Department						
	2006		2005		2004	
	Total Applications	Approx. Fees	Total Applications	Approx. Fees	Total Applications	Approx. Fees
Building Permits	260	\$291,000	163	\$222,225	257	\$323,610
Sewer Permits	1047	\$0	22	\$0	0	\$0
Total	1307	\$291,000	185	\$222,225	257	\$323,610
OVERALL TOTAL	1424	\$450,550	343	\$287,905	493	\$382,144

Planning Permit Distribution 2006



■ Zoning/OCP Amendments ■ Development Permits □ Development Variance Permits □ ALR Applications ■ Board of Variance ■ Land/Water Referrals ■ Sign Permits

April, 2006 saw an increase in application fees for all planning and engineering -related development applications. As such, initial application fee calculations increased significantly from 2005. Subdivision fees are reflected slightly differently as applicants pay an initial subdivision application fee, as well as fees throughout the subdivision process and again at the end of the process. The chart above only reflects the initial fees.

BUILDING DEPARTMENT

The Building Department experienced an exceptionally busy year with the implementation of the sanitary sewer system.

Staff processed 1047 sewer permit applications in 2006, in addition to 260 regular building permits.

All property owners within the sewer specified area were required to obtain a sewer permit before the December 31, 2006 deadline. The deadline was later extended into 2007.

Building Inspectors were presented with one of the larger projects the District has seen in recent years with the construction of the Sooke Harbour Marina development. They also issued permits for 106 single family dwellings, up from 78 in 2005.

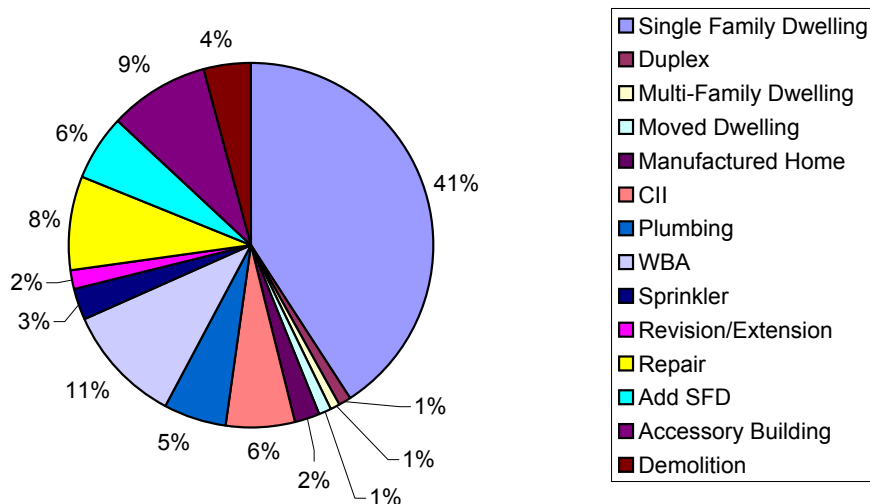
To address expanding workloads within the department, staffing levels were increased with the addition of a part-time inspector.

At the end of 2006 the District had one full-time Level II inspector, as well as part-time Level I and Level III inspectors.

Building Permit Type	Applications 2006	Applications 2005
Single Family Dwelling	106	78
Duplex	3	0
Multi-Family Dwelling	2	0
Moved Dwelling	3	4
Manufactured Home	6	2
Commercial/Industrial/Institutional	16	10
Plumbing	14	7
Wood Burning Appliance	28	24
Sprinkler	7	4
Revision/Extension	4	0
Add SFD/Accessory Bldg/Repair	60	24
Demolition	11	2
Sewer	1047	18
TOTAL	1307	173

BUILDING PERMIT BREAKDOWN

Building Permit Distribution (without sewer)



Building Permit Fees - The Building Department generated approximately \$291,000 in application fees, up from approximately \$222,225 for 2005. Sewer permit applications were processed at no charge to applicants.

New Building Code - Building Department staff joined their counterparts from across the province in preparing themselves to use the newly revised Building Code released in the fall of 2006.

PLANNING



The John Phillips Memorial Park Committee presented its park development ideas to Council in the fall of 2006.

Planning Department Activities for 2006

- ❑ Completion of the Sooke Zoning Bylaw was a major undertaking for Planning staff and the volunteer committee which worked to bring the new bylaw to Council for adoption October 30, 2006.
- ❑ A revamping of development application fees in April 2006 saw a substantial increase in total application fees collected for the year. For 2006, the District recovered approximately \$113,350 in application fees, up from approximately \$28,130 for 2005. The fees are used to cover the cost to the District of processing development applications.
- ❑ District staff in all departments worked toward the timely approval of a development permit for the new seniors complex to be located at Ayre Manor. The Sooke Elderly Citizens' Housing Society was awarded a contract to build and operate the new facility which features 32 residential care beds and 25 assisted living units. A development permit was issued in the fall of 2006. The facility is expected to open in 2008.
- ❑ In August 2006, Council agreed to hire a consultant to prepare an Affordable Housing Policy for the District of Sooke.
- ❑ Members of the Downtown Revitalization Committee, which was supported by Planning staff, welcomed the completion of the final design guidelines.
- ❑ Dr. Avi Friedman, Professor and Director of the Affordable Housing Program at McGill University came to Sooke to share his thoughts on the District's downtown core with Council and the community.

John Phillips Park Committee

After more than a year of working together, the John Phillips Memorial Park Committee presented its final report to Council.

The committee, which is made up of community members as well as members of Council, was tasked with developing and implementing a process which would result in the implementation of a recommendation for the future of the park which is located on Otter Point Road adjacent to the Municipal Hall.

Council adopted the committee's final report and recommendations and authorized staff to proceed with a Request for Proposals to hire a landscape architect. Council also adopted the recommendation that the Parents For Play water park be included in the design.

Brown Bag Lunch

Planning staff, working together with Engineering, Building, and Fire staff, held two successful "Brown Bag Lunches" which offered members of the development community a chance to meet with members of the various departments in one setting to ask questions and provide feedback on any issues they felt were important.

ENGINEERING

Sewer Connections

With the completion of the District's sanitary sewer system at the end of 2005, property owners spent 2006 connecting their properties to the system.

A total of 1047 sewer permit applications were approved, which accounts for approximately 75-80 percent of the properties to be connected.

Other sewer system related highlights include:

- The District's sewer partner, EPCOR, worked with the assistance of members of the community to address odour issues as they arose.
- Property owners within the sewer specified area saw the first levy for sewer service appear on their tax notice in 2006.
- The sanitary sewer system's treatment plant became fully operational in 2006.
- The sanitary sewer system performed exactly as it should through the major storms that plagued the region at the end of the year.



The first phase of construction began on the new subdivision on the border of French and Beaton Roads, one of the larger subdivisions occurring within the sewer specified area.

Engineering Department Activities for 2006

- ❑ Ongoing monitoring, assessment, and assistance to property owners connecting to the sanitary sewer system.
- ❑ Consultation with residents and owners of property on Townsend Road. A consultant was contracted to assist in the design of the future rehabilitation of the road.
- ❑ District staff worked with three committees to complete the Liquid Waste Management Plan (Stormwater) Stage 1. Meetings were held with the consultants involved, as well as the committees during important stages of the plan's development. Open houses were also held to obtain community input. The District identified 22 tasks to be investigated by the consultants, and a Technical Support Document was created analyzing each one. The purpose of the Stage 1 plan is to introduce stormwater management issues to the community and provide actions that will need to be further investigated in the Stage 2 process.
- ❑ The Engineering department was actively involved in the investigation and organization of clean-up as a result of the extreme winter storm season that hit at the end of 2006. Flooding, snow, and wind all challenged the resources of the District.
- ❑ Subdivision applications remained constant between 2005 and 2006 with 29 new applications received. Initial application fees increased by approximately \$9,000 following the increase in development application fees implemented by Council in the spring of 2006.

PARKS

Park highlights for 2006 include:

- ❑ Westcoast Gardening was contracted to maintain District of Sooke parks.
- ❑ Many community groups and individuals continued to take advantage of District parks, especially Ed Macgregor Park, for weddings, community events, and music festivals.
- ❑ The winter storms caused many trees to fall throughout District parks, and the recovery process will continue to be ongoing.

Message from the Fire Chief

It is once again my pleasure, as Chief of the Fire Rescue Service, to report on the past years activities of the Department.

It has been a record setting year with respect to the number of calls answered and training hours contributed to the community by its volunteers in the Fire Service. Its' full and volunteer members have, within budget, met the additional workload imposed by the increased needs of the community. The types of operational responses that make up the majority of the increased volume were; first responder (medical), motor vehicle incidents and burning complaints.

The report encompasses highlights of 2006 operational activities, the number and types of calls respond to. Additionally, it highlights the history of calls since incorporation and engages in some projections for the future based on the past.

The report also reflects the emphasis on Fire and Life safety inspections; investigations and subdivision plan reviews conducted by the Department. Inspections for 2006 showed an increase of 26% over the 2005 calendar year. Fire investigations were almost the same as 2005 and the number of plans reviewed increased by 21%.

The largest single function the Department is involved in is the training of the members. 2006 was no exception. The members of the Department participated in a total of 4742.15 training hours in the past year. This equates to approximately 678 days or 133.6 weeks of training based on a 7-hour day. This works out to an average of an additional 14 days training per member. This is above and beyond their responses to all emergencies and call-outs.

Fire and life safety education to the community is a cornerstone of the Department. The members of the Pub-ed division commit a great deal of time and effort in ensuring the message gets to all age groups of the community from those citizens in grade one to the most senior citizens in the community.

Being a volunteer member of the Fire Department is demanding, physically, mentally and requires a deep time commitment by the member and his or her family. I hope the community at large joins me in thanking the members and families for the time and effort they give to the community.

Thank You,

R.E. Kelsey, Fire Chief

SOOKE FIRE DEPARTMENT

ANNUAL REPORT - 2006

A YEAR IN REVIEW



2225 OTTER POINT ROAD
SOOKE, BC, V0S 1N0

EMERGENCY RESPONSES – 2006

The Sooke Fire Department recorded their busiest year for emergency calls this year. A total of 714 responses were attended this year. This represents a 17% increase over the same period last year and a whopping 214% increase over 1999. The more dramatic calls this year included:

- A large barn was destroyed and 6500 chickens were killed when fire broke out on a Helgeson Road farm in February. The metal clad building proved difficult to extinguish. Teenagers playing with fire were determined to be the cause. Damage was pegged at about \$500,000.00



- The Sooke River Bridge was closed for almost 8-hours after a spectacular 3-vehicle accident in which a loaded semi truck ended up on the bridge superstructure. Sooke handled injured drivers, fuel leaks, bridge damage and hundreds of residents.

- A major structure fire on Horne Road occurred in June. Damage was estimated at \$350,000.00
- A serious motor vehicle accident at the Sooke Road / Phillips Road intersection in August this year had Sooke Firefighters attend to several injured patients. At the annual Firefighter Banquet, the RCMP presented special commendations to those firefighters in attendance at the accident.



- Poor electrical wiring was the cause of a house fire in which a grow-op was located. A passing firefighter noticed the smoke and called in the fire before significant damage was caused.
- Two people were extricated from their pickup truck after a serious motor vehicle accident on Gillespie Road involving a Hydro truck. Sooke and East Sooke Firefighters worked for an hour to free the two from their crushed vehicle.

- And of course, a major windstorm created havoc in Sooke in December. Crews were up all night and into the next day responding to downed trees and power lines as well as crushed vehicles and cars. Two Sooke firefighters had their homes and vehicle badly damaged by falling trees. Several other firefighters suffered some minor damage to their homes.



8 Year Incident Comparison Chart

INCIDENT TYPE	1999	2000	2001	2002	2003	2004	2005	2006	2007
FIRES									
Structure Fire	10	11	12	13	16	10	14	5	
Chimney Fire	9	12	16	17	15	7	8	11	
Appliance Fire	7	8	7	3	2	4	3	2	
Vehicle Fire	8	9	7	4	10	16	10	7	
Wildland Fire	22	25	18	16	17	21	9	14	
Burning Complaint	63	75	79	99	108	105	109	133	
Spill / Leak with Fire	2	1	0	4	2	3	2	0	
Explosion	0	1	1	0	2	2	1	0	
Dumpster Fire							1	2	
RESCUE									
First Responder – Medical Aid	94	191	184	150	183	238	266	306	
Rope Rescue	0	6	1	1	3	4	4	1	
Motor Vehicle Accident	25	50	51	50	48	70	75	78	
Water Rescue	0	2	2	1	7	1	0	0	
HAZARDOUS MATERIALS									
Fuel Spill – No Fire Situation	11	14	11	10	12	9	19	15	
Explosives	0	0	0	0	0	1	0	0	
Power Lines Down	7	3	5	5	9	9	6	33	
Arcing / Shorting Electrical Equipment	2	5	4	4	9	7	5	12	
Chemical Emergency	0	1	2	0	2	2	1	0	
Tree Down – No Power Line Involved								9	
PUBLIC SERVICE CALL									
Locked in or Out	0	0	0	0	1	0	3	1	
Assist Police or other Agency	1	3	8	3	7	8	12	13	
Smoke / Odor Removal	2	0	3	3	1	4	1	0	
Animal Rescue	0	0	0	0	0	1	1	0	
Investigation Only	3	6	4	4	5	14	4	15	
ALARMS									
Smoke Sighting	5	4	1	4	3	17	6	9	
Sprinkler Activation	0	1	0	0	2	2	0	2	
Detector Activation	0	17	6	16	24	22	19	25	
Steam / Exhaust Mistaken for Smoke or Fire	3	1	0	0	12	1	1	3	
CO Detector							2	3	
FALSE ALARMS									
Malicious False Alarm	1	1	1	6	2	3	3	3	
Accidental Alarm	18	8	7	4	11	9	14	9	
System Malfunction	7	3	2	4	9	8	9	7	
TOTAL CALLS	300	458	432	421	522	598	608	714	

SOOKE FIRE DEPARTMENT CALL VOLUME PROJECTIONS

YEAR	POPULATION	INCIDENTS	PER PERSON
1999	9125	300	1 PER 30
2000	9,119	458	1 PER 20
2001	9,116	432	1 PER 21
2002	9,245	421	1 PER 22
2003	9,432	522	1 PER 18
2004	9,756	598	1 PER 16
2005	10,116	608	1 PER 16.6
2006	10,436	714	1 PER 14.6

- ❖ Average of 1 call per 18 persons of population based on a 7-year average.
- ❖ Following this formula of 1 call per 18; at 15000 people we would have 833 calls
- ❖ At 20,000 population we would have 1111 calls per year.
- ❖ If you average just the past 3 years, the call volume is 1 call per 15.7 persons. The projected call volume would then be 955 at 15000 people and 1274 at 20,000 population.
- ❖ Using just Year 2006 figures of 1 incident per 14.6 of population the projected numbers would jump to 1027 calls at 15000 and 1370 at 20,000 population.
- ❖ While all formulas show a continued increase in call volume over coming years, it is difficult to project exactly what these numbers will be as there are many variables. Based on past years it appears that the call volume is increasing faster than the population increases therefore as Sooke continues to grow, the fire department anticipates its need for service will continue to rise at a faster rate.
- ❖ The average rate in surrounding communities, both career and composite departments is about 1 call per 15 persons, so it would appear the Sooke Fire Department is also following this path.

INSPECTIONS & INVESTIGATIONS

ANNUAL INSPECTION REPORT - 2006

ACTIVITY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
INVESTIGATION	2	2	2	0	2	2	2	2	0	1	0	0	15
DAYCARE / SCHOOLS	0	0	4	0	2	3	5	0	0	1	4	1	20
MULTI-FAMILY	0	2	1	0	1	0	6	0	0	1	5	0	16
BUSINESS	10	8	15	0	11	6	13	3	13	14	6	7	106
PUBLIC ASSEMBLY	8	9	5	1	3	3	0	1	1	0	0	4	35
MISCELLANEOUS	0	0	0	0	0	0	4	0	0	0	1	1	6
RE-INSPECTION	0	1	1	0	0	5	1	0	0	1	1	0	10
OIL BURNER / OIL TANK	4	0	4	2	2	3	3	2	0	3	7	2	32
CLASS A BURNING PERMIT SITE INSPECTIONS	0	2	3	1	2	0	0	0	0	0	2	2	12
CONSTRUCTION INSPECTION	1	1	0	1	0	2	1	0	0	2	0	1	9
TOTAL													246
PLAN REVIEWS – BUILDING	3	5	2	0	5	0	1	1	0	0	3	2	22
SUBDIVISION / ZONING	4	3	5	0	2	6	0	0	0	6	3	0	29

FIRE PREVENTION/PUBLIC EDUCATION

PUBLIC EDUCATION COMMITTEE BUSY IN 2006

Some big changes took place in the public education committee over the past year. Two of our longest serving and the last of the founding members of pub Ed division, Shelly Sorensen and Cathie Anderson retired from the department. New members Bob Hudson and Kate Andrzejewski were welcomed in their place. Three members of Pub Ed along with Captain Barney successfully completed the Justice Institute "Fire and Life Safety Educator Level One" course this year.

Many activities took place throughout the year including:

- ❖ Fire and Life Safety Expo at Metchosin FD. Approximately 800 Grade 4 students from School District 62 Elementary Schools participated. This year, Lt. Governor Iona Campognolo attended the opening ceremony.
- ❖ Fire Safety House presentation to all Grade 3 students at Sooke Elementary Schools
- ❖ A fire safety skit was presented to all elementary schools during Fire Prevention Week in October
- ❖ Fire Extinguisher Training was presented to several local businesses and organizations
- ❖ Four Juvenile Fire Setter Intervention Sessions were held
- ❖ Several child car seat installations were completed

FIREFIGHTERS AND OFFICER REPORT

There were several retirements this year, along with many new faces recruited for this years training class. Leaving the department in 2006 were: Lt. Jon Utz, Daryl Parslow, Steve Couture, Andrew Ferguson, Mark Nitychoruk, as well as long serving member, Captain Andy Mlakar.

Congratulations to past members Mark Nitychoruk who was hired by Vancouver FD and Josh Peterson who has been hired by Victoria FD.

Promotions: Warren Fulton was promoted to Lieutenant and Karl Jakobsen was promoted to Captain. There are currently two open positions for Lieutenant.

Joining the department this year were new many new recruits including two from other fire departments: Doug Brown came to us from Otter Point FD and Jason Dixon moved here from the Malahat FD. Other new members include John Hester, Neil Stanley, Leaf Dodge and Andrew Hill at Station 2. At Station 1 is James Parr, Corey Makar, Sasan Aghdasi, Wendy Morton and Caty Boily. We also have a very active 16-year-old Junior Firefighter - Nakima

Hughes. This puts our complement of firefighters and public education members up to the maximum allowable of 50 members.

TRAINING REPORT FOR 2006

The Sooke Fire Department conducted a total of 4742.15 training hours in the past year. This equates to approximately 678 days or 133.6 weeks of training based on a 7-hour day. This works out to an average of an additional 14 days training per member. This is above and beyond their responses to all emergencies and call-outs.

This is a huge commitment by our volunteers and all are recognized and congratulated by the Department for their outstanding effort. The following member must be commended for their exceptional commitment to the department and community with the amount of training hours they attend:

FF Chris Meikle	- 228 hours or 32.5 days
Lt Dan Poirier	- 193.5 hours or 27.5 days
Capt Karl Jakobsen	- 169.5 hours or 24 days

Major highlights in training for the fire department were, having three members attended a ROCO Rope Rescue Level one at the Central Saanich Fire Department and becoming certified in high angle rope rescue and confined space rescue awareness, With the development in Sooke and with the completion of the sewer system, we again have been given several opportunities to use structures to conduct training and live fire burns to assist in updating and maintaining the skills of the firefighters. These are invaluable training aids that greatly enhance the confidence and abilities of all members of the department, being able to conduct initial fire attack procedures, incident command skills and allowing our driver/pump operator valuable training.

The department has started its initial training to meet the requirements of capital regional district hazardous material initiative, 22 members of the department were trained the hazardous material response awareness level through the Justice Institute of British Columbia

Otter Point Fire Department Training facility has completed their live burn rooms and out door fire props this increase the Departments opportunity to conduction basic fire fighting skills and drills, conduct firefighter self rescue techniques and also some rapid intervention team procedures as well as the live fire training scenarios



With the upcoming arrival of the aerial apparatus, the department started its initial training in the basic skill of operation, placement and deployment, as well as the duties of the ladder company personnel and the strategy and tactics that are used with having this type of apparatus in the department,

The department has the opportunity to be the Host venue for Fire Service evaluator certification for British Columbia Fire Fighters certification program, in conjunction with East Sooke and Otter Point Fire Department. Three Sooke Fire Department members received their fire Service Evaluator Certification, this allowing the department to move toward certification for all members in the British Columbian Firefighter certification-training program, this will give members of the department province wide certification in fire fighting

Rope Rescue and confined space rescue and Auto extrication training is ongoing as members of the department continue to maintain and improve their skills in this area. Additionally, the fire department has always supported the members to attend and participate in extrication competitions that will greatly enhance the abilities of these members and allow them to get new ideas from other departments. The department hosted the British Columbia regional competition this year, with teams coming from all over Vancouver Island, Alberta and Washington State; this competition was a great training tool for all departments that participated.

APPARATUS and EQUIPMENT

After the tragic accident involving Rescue 207 this summer, the unit was placed out of service and sent to Vancouver where it underwent extensive repairs to the cab. Some of the running gear was also replaced and the body itself had slid forward on the frame. This was removed and replaced with repairs made where required. The vehicle was returned in approximately 8 weeks and is now back on duty.

As per WCB and Underwriters requirements, all pumps, ladders, self-contained breathing apparatus and hose was tested this year. All equipment passed inspection. New regulations are coming into force next year that limit the life of firefighters turnout gear to 10 years. An extensive replacement program will be initiated over the next 3 years to bring all gear into compliance.

Some additional rope rescue gear was purchased this year as well as the replacement of some old and out of date rescue gear. Included was the purchase of a new stainless steel basket stretcher.

This year saw the purchase of a new aerial ladder / pumper combination unit to replace Engine 204, the 1985 Mack pumper that is now too old to meet the Underwriters requirements. The new truck is a 2006 Rosenbauer purchased through Rocky Mountain Fire Equipment of Surrey, BC. The truck comes equipped with all the latest safety features including a Spartan Cab with seating for six firefighters. Equipped with a 1750 gpm pump, this unit has a larger pump than our previous pumpers and should meet future pumping requirements for larger buildings. The ladder section is 109 feet in length and is rated for 500 lbs tip load at any angle. The ladder is completely galvanized and comes with a 25 year warranty against corrosion. The Mack / Anderson Pumper will be disposed of once training on the new unit is completed and it is placed in service.



2006 Police Services Report



The District of Sooke contracts with the RCMP for law enforcement for the municipality. The Sooke detachment provides the District of Sooke with one Staff Sergeant, two Corporals, seven constables and three Public Service employees. There are also six Auxiliary Constables, a Victim Services Coordinator, and numerous volunteers who are involved in the Speed Watch, the Community Consultative Group, Restorative Justice and Citizen on Patrol Programs. Bike, boat and ATV patrols are provided on a part-time basis.



Specialized services such as the Forensic Identification Section, the Police Service Dog, Major Crime Unit, the General Investigative Service, and the West Coast Marine Section are obtained on a case-by-case basis in Victoria and Nanaimo.

The Sooke RCMP detachment is responsible for policing a very large geographic area. The 800 square miles encompasses East Sooke, District of Sooke, Otter Point, Shirley, Jordan River, Port Renfrew, Sooke First Nations, Beecher Bay First Nation, Pacheedaht First Nation, and a portion of Pacific Rim National Park.

The detachment has an average crime rate when compared across the Province. It is slightly higher than the areas surrounding us. The calls for service are relatively high and this is most notable during the summer months. The size and geography of the area pose challenges. The detachment is working closely with the District of Sooke Council, the Federal and Provincial Governments and our other partners to ensure that we have the necessary resources and equipment to perform our duties in an efficient manner.

In 2006, there were a total of 4,283 (2005 - 4,680) calls for service in the District of Sooke, and an additional 1,466 (2005 - 950) calls in the outlying areas. This represents a 1.1% decrease in the number of calls in the municipality, and a 16% increase in the rural area.

Below is an overview of the various and most serious offences that were reported for the District of Sooke in 2006.

OCCURRENCE	NUMBER REPORTED IN 2006
Assault (including Sex Assaults)	106
Break & Enter - Business	20
Break & Enter - Residence	49
Break & Enter - Other	15
Theft of Vehicle	21
Theft from Vehicle - Over \$5,000	0
Theft from Vehicle - Under \$5,000	94
Theft Over \$5,000	1
Theft Under \$5,000	173
Possession of Stolen Property	7
Mischief/ Property Damage Over \$5000	1
Mischief/Property Damage Under \$5,000	278

Seven members were transferred out of the detachment in 2006 and three others have been identified for rotation in 2007. Members vary in service from 27 to 1 year of service. The members of the Sooke RCMP are committed to doing their core duties well. High visibility policing, police leadership and police integrity are very important and fundamental to the achievement of the detachment strategic plan. The plan provides the framework for key decisions within the Sooke RCMP as to how they meet the challenge of increasing calls for service from the public.

The policing resources are carefully and efficiently managed to meet the expectations of the communities that they serve. The detachment members pride themselves on being highly visible and approachable. Their goals are established yearly to meet the needs of the District of Sooke and the outlying areas.

I hope that this information is useful to our members of the community. Anyone having any questions should not hesitate to contact our office in any manner that is preferable to them. Please be assured of our continued esteem in all manners of mutual interest and concern.

Staff Sgt. Roger Plamondon

NCO i/c Sooke Detachment

2006 Emergency Program Report

Emergency Preparedness and Coordination for the District of Sooke is the responsibility of one staff member on a part-time basis. Since January 2003, the District of Sooke has been developing its own program independent of the Juan de Fuca Electoral Area. The program has focussed on public education, district staff/emergency services personnel training, neighbourhood/school preparedness and developing a reliable amateur radio communications capability. Maximum advantage has been made of grants where these are available for District requirements. The main emergency threat to Sooke is interface wildfire.

Major storms, in November and December, resulted in activation of the Emergency Operations Centre (EOC) to a low level. These events caused serious damage to property, widespread and significant business interruption and extended power outages, which had safety and other impacts. The damage resulting, has prompted District claims to the Provincial Emergency Program (PEP).

Public education has been done through the media (approx 15 appearances) and presentations to schools, and service clubs (approx 10).

Amateur radio has advanced significantly over the year with approx 300 hours of training and operations and a modest increase in the data handling capability at the District radio station whose licensed call-signs are VA7SOK and VE7SOK.

Staff EOC position vests have been purchased with 50% federal funding under the Joint Emergency Preparedness Program (JEPP) program.

In 2006, Sooke initiated a joint University of Victoria, Terra Remote Sensing and Dept of Fisheries and Oceans project to carry out a highly accurate Light Detection And Ranging, (like radar only using lasers), aerial survey of the Sooke lower river valley and shoreline to determine detailed topographical features for tsunami modelling. The results, expected in May 2007 will likely provide conclusive scientific prediction of the extremely slight tsunami threat to Sooke. The information should be of practical use to the planning dept.

Starting in September 2006, the Emergency Coordinator has been working closely with Dr. William Matthews of the Red Cross to develop a pilot Resilient Communities initiative with Sooke as the pilot. The Municipal Emergency Preparedness grant application has been re-written to support this initiative and the revised plan approved by UBCM.



2006 Bylaw Enforcement Report

COMPLAINT BY TYPE	
Noise	42
Unightly Premises	34
Fencing/Zoning/Livestock	35
Environmental (eg: stream dumping, dust from blasting, sewage)	26
Safety (eg: threatening trees, fire works, paint fumes)	20
Parking	17
Unlicensed Vehicles/Campers (eg: living in campers, wrecked cars & parts)	17
Signs(unusually low)	7
Soil Removal/Deposit (complex issues)	2
Other (eg: road condition, squatters, blasting, queries)	32
TOTAL	232

COMPLAINT SUMMARY BY MONTH	
March (resumed bylaw duties in March)	23
April	31
May	29
June	23
July	38
August (annual leave this month)	15
September	20
October	22
November (storms)	19
December (storms & closed for holidays)	5
TOTAL	232

Bylaw Enforcement Officer (BEO) complaint rate notes:

204 days (10 mo) with 232 complaints = daily average of 1.14 (Annual FTE rate for 2006 is 556)

Sooke staff time: 1/2 FTE

Sooke rate per Full Time Equivalent BEO 556 complaints;

Compare: >Qualicum 290 complaints per FTE BEO

>Langford 187 complaints per FTE BEO

2006 Municipal Progress Report

In January, 2006, the new-elected District of Sooke Council met to establish corporate or council priorities for 2006.

The following presents the progress report on 2006 Municipal Objectives.

First Goal: Zoning Bylaw Review Completion Date: Ministry of Transportation approval by October 2006	Progress
<ul style="list-style-type: none"> • Zoning Bylaw Review Committee is in place • Zoning bylaw required to provide clear direction to public (developers), reduce staff stress, streamline applications, identify targets for OCP review. 	Bylaw No. 270, Sooke Zoning Bylaw, 2006 was adopted October 30, 2006.
Second Goal: Transportation Plan Completion Date: July 2006	Progress:
<ul style="list-style-type: none"> • Ministry of Transportation is currently conducting long-term transportation study • District of Sooke will consider targets identified in the Zoning Bylaw review • Determine Highway 14 Corridor, Parallel Connector and links with Downtown Revitalization plans <p><i>MOT Highway 14 Urban Study delayed due to lack of topographic information with District of Sooke</i></p> <p><i>Construction of Grant Road extension has been included in the 2006 budget</i></p> <p><i>Links in 2000 Traffic Plan incorporated in Downtown Revitalization Plan</i></p>	Awaiting completion of Ministry of Transportation study – ongoing discussions with MOT
Third Goal: Economic Development Strategy Completion Date: July 2006	Progress:
<ul style="list-style-type: none"> • Determine a delivery model for economic development (ie. coordination, partnerships) • Council Direction as to: <ol style="list-style-type: none"> a. Policy – role and delivery of economic development (ie. contracting out) b. Structure c. Budget • Broaden the commercial/industrial tax base • Consider Regional growth 	Sooke Economic Development Commission established. Workplan in place.

Fourth Goal: Official Community Plan Review Completion Date: Present review process outline to Council by December 2006	Progress:
An Official Community Plan may be reviewed every five years	OCP review identified as a 2007 objective
Fifth Goal: Council Meeting Procedure Bylaw Review Completion Date: June, 2006	Progress:
The Council Procedure Bylaw to be reviewed to determine changes by which the District of Sooke conducts its meetings.	Bylaw No. 258, <i>Council Procedure Bylaw, 2006</i> adopted June 26, 2006
Sixth Goal: Downtown Revitalization Completion Date: Draft guidelines to Committee of the Whole by November, 2006	Progress:
The Downtown Revitalization Committee has been working towards creating a set of design guidelines for re-development in the downtown core.	Presentation to COW postponed until March, 2007

2007 and 2008 Municipal Objectives

Under the *Community Charter*, each municipality in British Columbia must clearly state its objectives for the coming year. As a young municipality, the District of Sooke is establishing specific goals and objectives for municipal procedures, infrastructure and projects.

The following pages set out the 2007 and 2008 Council objectives for:

Corporate Services
Planning Department
Engineering Department
Fire Department
Police Services

CORPORATE SERVICES – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
FOSTER CORPORATE EXCELLENCE	Establish Strategic Plan	CONSULTANT (OCP & Strategic Plan)	December 2007	Establish mandate/vision statement and corporate plan
	Develop 10-year operating expenditure plan	CONSULTANT (OCP & Strategic Plan)	February 2008	Long term capital plan updated annually
	Implement budget and municipal objectives setting/performance measurement cycle	IN HOUSE	November, 2007 – June 2008	Annual schedule for: 1. Review OCP and Strategic Plan 2. Municipal Objective Setting 3. Establish Performance Measures 4. Budget 5. Operational Plan 6. Annual Municipal Report
	Ongoing excellent customer service	IN HOUSE	March 2008	Determine strategy for “customer services” initiatives

CORPORATE SERVICES – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
INCREASE PUBLIC PARTICIPATION	Public Information Sessions on major issues under consideration	IN HOUSE	First Public Information Session May 23, 2007	Hold public information sessions twice yearly
	Improve public access to municipal information via website, newsletters and Sooke News Mirror	IN HOUSE	December, 2007	Develop and assess an inventory of current communication methods.
	Enhance public access to municipal information and services through website service (video record Council Meetings)	INHOUSE/CONSULTANT	Over 2007 and 2008	Number of on-line transaction services available on municipal website.
	Encourage public involvement <ul style="list-style-type: none"> Youth Strategy All sectors 	IN HOUSE IN HOUSE	September, 2007 Ongoing	Liaise with the Edward Milne Community School student council and leadership class Work closely with committees of Council

CORPORATE SERVICES – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
	Encourage volunteerism in the Community	In House	Spring 2008	Assist Sooke Region Museum Society with Volunteer Appreciation ceremony
		In House	March 2008	Action plan and policy on volunteer involvement
FINANCIAL STABILITY	Review contracted services to ensure best use of funds.	In House	Before end of December 2007	Number of contracts reviewed
	Inventory and valuations for PS 3105 Tangible Capital Assets.	In House	2007/2008	Inventory and valuations completed.
	Quarterly Financial Update reports.	In House	Ongoing	First Quarterly Financial Update report presented to Council September, 2007
DEVELOP AND MAINTAIN A FIRST-RATE WORK FORCE	Build Management Team	In House/Consultant	June 2007	Successfully fill management positions; management team meet weekly to implement Council resolutions/direction (Action Plans).
	Work place safety and wellness.	In House/CUPE	August 2007	Occupational Health and Safety/Health and Wellness Committees established.
RECORDS AND INFORMATION MANAGEMENT	Develop a records and information management plan to ensure municipal information meets the needs of the corporation and the community.	In House	February 2008	Plan completed.
	Enhance staff access to municipal information systems and services.	In House	August 2007	Document management strategy developed and staff self-service system fully implemented.

PLANNING DEPARTMENT – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
OFFICIAL COMMUNITY PLAN REVIEW	<ul style="list-style-type: none"> Regional Growth Strategy (Context Statement) Incorporate updated studies/plans/guidelines/bylaws Define Urban Containment Areas Transportation Plan - Improve Mobility Youth Strategy – Identify opportunities (Youth Centre) Future Land Use inventory. 	In House/Consultant	2007/2008	<p>Regional Context Statement submitted to CRD June, 2007.</p> <p>Official Community Plan adopted by June, 2008.</p>
IMPROVE MOBILITY	<p>Develop future roadway network plan for the town center to provide developers with guidelines for roads and other infrastructure improvements.</p> <p>Provide for the connection of Grant Road/Throup Road to Phillips Road</p> <p>Improve transit options; pedestrian pathways, bicycle paths, lanes</p>	<p>In House</p> <p>In House/Consultant</p>	<p>May 2007</p> <p>November 2007</p> <p>December 2008</p> <p>December 2007</p>	<p>Future roadway network presented to Council</p> <p>Receive MOT study report - Traffic Study completed</p> <p>Implement Throup Road to Phillips Road connection.</p> <p>Comprehensive pedestrian/bicycle pathways plan presented to Council.</p>
DOWNTOWN REVITALIZATION	<p>Downtown Revitalization Committee presents Design Guidelines:</p> <p>a. Improve access to the Town Core: including sidewalks, lighting, and street amenities</p> <ul style="list-style-type: none"> Sidewalks must be mandatory in the entire Town Core Provide access from Ayre Manor to the Town Core Encourage sidewalks along Sooke Road from Shields to Church Road. <p>b. establish Town Centre that reflects pride in our community;</p> <p>c. develop a strong connection to the water's edge.</p>	Downtown Revitalization Committee/In House/Consultant	<p>March, 2007</p> <p>2007/2008</p>	<p>Council accepts Downtown Revitalization Plan design guidelines.</p> <p>Staff works with provincial agencies, business owners and developers to implement Downtown Revitalization Plan guidelines, ie. marine boardwalk, sidewalks, attain property for town square.</p> <p>"Spirit Square" grant funding to create town square.</p>

PLANNING DEPARTMENT – 2007/2008 Municipal Objectives and Performance Measures

GEOGRAPHIC INFORMATION SYSTEM	Update zoning and Official Community Plan maps - develop Land Use Inventory	In House	Ongoing	Provide updated maps to staff and update maps on District of Sooke website.
	Create New GIS data layers for roads, creeks, infrastructure and amenities - inventory Tangible Capital Assets	In House	December 2008	Complete inventory of capital assets to comply with PS 3150 <i>Tangible Capital Assets</i> .
AFFORDABLE HOUSING	Implement Affordable Housing with development.	In House	September 2007	Complete Affordable Housing Plan (policy) and present to Council.
SMART GROWTH AND SUSTAINABILITY POLICIES	Ensure environmental protection measures; recycling, LWMP, environmental inventory	In House	2007/2008	Smart Growth and Sustainability Policies developed and presented to Council.
	Protect and manage Sooke Harbour and Basin			Council review of Sooke Harbour and Basin Commission.
	Increase densities in town center and preserve open space.			Update zoning bylaw.

PLANNING DEPARTMENT – 2007/2008 Municipal Objectives and Performance Measures

<p>ECONOMIC DEVELOPMENT Consider tax incentives for Downtown Revitalization, Accommodation Industry (commercial properties)</p> <p>Diversify economic base – economic profile, broaden commercial/industrial economic base</p>	<p>Create the Sooke EDC statement for the Official Community Plan</p> <p>Establish the 'Advantage Sooke' website</p> <p>Take out membership in the EDABC and attend the EDABC summit in April 2007(with plans to attend in future years.)</p> <p>Take out membership in and participate in workshops and meetings with the Vancouver Island Economic Developers Association.</p> <p>Create and update marketing materials.</p> <p>Develop and place several advertisements in Business / Economic Development related publications promoting Advantage Sooke.</p> <p>Establish a commercial/industrial land base inventory.</p> <p>Create a business listing by sector.</p> <p>Research other EDC authorities throughout BC to better understand how they grow and promote economic development.</p> <p>Communicate with local governments, businesses and interested individuals by way of an electronic newsletter made available by request or through the www.advantagesooke.com website.</p> <p>Hold at least one open house to communicate the progress of the SEDC and to seek input from others as to what the Commission has or should be doing.</p>	<p>In House/Sooke Economic Development Commission</p>	<p>April 2007 to March 2008</p>	<p>Attract the following business sectors:</p> <ul style="list-style-type: none"> • Tourism Industry- hotels with meeting and conference facilities. • High-Tech / Internet Technology Industry. • Secondary education facilities; such as, schools for fine arts, music academies, sailing and outdoor operations, etc. • Light Industrial / Marine related manufacturing. • Increased retail space capacity.
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ENGINEERING DEPARTMENT – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
SMART GROWTH	Obtain provincial approval for Liquid Waste Management Plan (Stormwater) Stage 1	In House	2007	Obtained Provincial approval.
	Implement Stage 2 of the Liquid Waste Management Plan (Stormwater).	In House	2007/2008	Plan completed and approved.
PUBLIC AMENITIES	Work with community groups to develop and implement improvement plan.	In House	2007/2008	Waterpark plans completed and community group funding drive underway.
			2008	Infrastructure construction occurs.
	Construction of roadway sidewalks.	In House/Consultant	2007/2008	Budgeted capital monies utilized and sidewalk infrastructure built. Sidewalk improvements from development projects occur.
	Improve access to waterfront by building access ramps though Ed Macgregor Park and building first 300m of marine boardwalk.	In House/Consultant	2007	Completion of project.

ENGINEERING DEPARTMENT – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
INFRASTRUCTURE STEWARDSHIP	Develop and send out RFP's for roadway conditions assessment and budget for assessment.	In House	2007	Completed RFP process with assessment schedule and costs.
	Obtain assessment funds, have consultant conduct assessment and determine pavement quality index and a 10-year maintenance strategy.	Consultant	2008	Assessment is funded, completed and presented to the public and Council.
	Remove deleterious windstorm materials from District Parks.	In House	2007	Materials remove and fire hazard minimized.
	Develop and send out RFP's for storm drainage infrastructure study/model and budget for the study.	In House	2007	Completed RFP process with an implementation schedule and costs.
	Obtain storm drainage study fund, have consultant conduct study and develop model with recommended pipe sizes.	In House	2008	Study is funded, completed, and presented to public and Council.

ENGINEERING DEPARTMENT – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
	Review DCC Bylaw with consultant and recommend additions/revisions of Bylaw to further fund District infrastructure.	In House/Consultant	2007/2008	DCC Bylaw revised and approved.

FIRE DEPARTMENT – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
Provide a Safer Community	Provide community with effective fire and life safety education.	<ul style="list-style-type: none"> • In House • Partnership with Schools • Partnership with outside agencies Fire and police 	2007	Number of fire and life safety programs delivered and personal education contracts.
	Review and Update Emergency Plan. Ensure that Districts Emergency Plan is current and Ensure that District of Sooke employees and volunteer groups receive appropriate/timely training	<ul style="list-style-type: none"> • In house • Outside instructors • Consultant(s) 	2007/2008	Renew emergency plan annually. Exercise plan at least semi-annually.
	Review full time staffing levels in main Fire hall to ensure adequate coverage during daytime and meet WCB and other regulatory guidelines. Provide for shared Fire/Public works employees.	In House	2008	Three full time fire fighters by June 1, 2008. A minimum of 4 members available for daytime responses. Time share with public works for maintenance concerns within the district outside of contracts.
	Create a Fire Master Plan for the District of Sooke, containing strategy for resource deployment, physical growth, human resources growth, capitalization and replacement of resources, water supplies, etc.	<ul style="list-style-type: none"> • In house • Consultant(s) • Stakeholders consultation committee 	December 2008 Ongoing	Completion and adoption by Council. Updates to Council every 3 months
	Support the RCMP's initiatives regarding drugs and drug related crime. The Fire, Bylaw & RCMP work together to utilize the Nuisance Bylaw.	<ul style="list-style-type: none"> • In house • Partner with RCMP 	Ongoing	Continuing education to appropriate target groups Ticketing, remediation and closure of unsafe or illegal operations with Sooke

PROTECTIVE SERVICES – 2007/2008 Municipal Objectives and Performance Measures

Strategy	OBJECTIVE		TARGET	MEASURES (\$, #, ratio, time, etc.)
ENCOURAGE PUBLIC INVOLVEMENT - ALL SECTORS (YOUTH)	Support RCMP school programs initiatives. <ul style="list-style-type: none"> Funding of the position through SD62 & RCMP provincial funding. Funding under the Traffic Fine Revenue. 	<u>Council/RCMP/School District #62</u>	Ongoing	<ol style="list-style-type: none"> School liaison in partnership with SD62. Youth representative on the Community Police Consultative Society (CPC). CPC funding for youth projects.
IMPROVE PUBLIC SAFETY	<p>Support RCMP initiatives regarding drugs and drug related crime.</p> <p>Support the delivery of the DARE program in all of the schools that are located in the District of Sooke.</p> <p>Support the Youth Navigator position.</p> <p>CPC funding for projects.</p>	Council/RCMP/Community	June 2007 -- ongoing	<p>The Fire, Bylaw & RCMP work together to utilize the Nuisance Bylaw.</p> <p>The number of DARE sessions delivered by the Sooke municipal RCMP.</p> <p>Referrals that are made to the Navigator group by the Sooke RCMP.</p> <p>Number of projects that are financially supported through the CPC.</p>
	<p>Support the RCMP activities in the core area of Sooke through the feedback of local merchants and citizens.</p> <p>Traffic fine revenue support for:</p> <ul style="list-style-type: none"> Auxiliaries for the RCMP Foot / Bike patrols Citizens on Patrol (COPS) program 	Council/Downtown merchants/RCMP	Ongoing	Response to the feedback that was provided by the local business community.
	<p>Maintain an adequate number of police officers, consistent with the provincial average. Fund one new member position for 2008.</p> <p>Support the Emergency Mental Health Service (EMHS) for the District of Sooke.</p>	Council	<p>March 2008</p> <p>Supported to March 2007.</p>	Reduction in number of RCMP responses.

Declaration and Identification of Disqualified Council Members

Nothing to report.

Making a Presentation to Council:



District of Sooke Council welcomes discussion with the public. Unless otherwise determined by Council resolution, written notice must be provided in order for a person or group to appear before Council or the Committee of the Whole. The written submission must be filed with the Corporate Officer prior to preparation of the agenda. The submission must include the subject matter to be discussed, the intended proposal or request, and the name(s) of person(s) who will address Council.

Council may address the petition or submission at the meeting, refer to a committee, or take such other action as it deems appropriate. Every delegation may present for 10 minutes, although this may be extended by Council resolution.

Regular Council meetings take place on the second and fourth Monday of each month, except on holidays. Agenda packages are available at the Municipal Hall from Friday noon before the meeting or on the Municipal Website www.sooke.ca.

Consolidated Financial Statements of the

DISTRICT OF SOOKE

Year ended December 31, 2006

DISTRICT OF SOOKE

Municipal Council

2006

MAYOR

Janet Evans

COUNCILLORS

Rick Armour

Sheila Beech

Ron Dumont

Rick Kasper

Brenda Parkinson

Jen Smith

~~~~~

## **OFFICIALS**

Chief Administrative Officer

Director of Finance

Evan Parliament

David Devana

~~~~~

Auditors

Solicitors

Bankers

Police

KPMG LLP

Lidstone, Young, Anderson

Canadian Imperial Bank
of Commerce

RCMP - Sooke Detachment

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The following financial statements are prepared in accordance with

Section 167 of the Community Charter.

# DISTRICT OF SOOKE

Consolidated Financial Statements

Year ended December 31, 2006

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## FINANCIAL REPORTING RESPONSIBILITY

The accompanying financial statements of the District of Sooke (the "District") are the responsibility of management. To ensure their integrity, objectivity and reliability, management has selected appropriate accounting policies that are consistent with generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. The financial statements necessarily include some amounts that are based on estimates and the judgment of management with appropriate consideration to materiality.

The District's accounting systems and related internal controls and supporting procedures are designed and maintained to provide reasonable assurance that financial records are complete and accurate and that assets are safeguarded against loss from unauthorized use or disposition. The procedures include training and selection of qualified staff, the establishment of an organizational structure that provides a well-defined division of responsibilities, accountability for performance and communication of standards of business conduct.

The Municipal Council oversees management's responsibilities for the financial reporting and internal control systems. Council meets periodically with management and the independent auditors to satisfy themselves that management's responsibilities are properly discharged and to review and receive the consolidated financial statements.

KPMG LLP, Chartered Accountants, the independent auditors appointed by the District, have examined these financial statements and issued their report, which follows. The auditors have full and unrestricted access to the Council to discuss their audit and their related findings.

  
Chief Administrative Officer  
Director of Finance



**KPMG LLP**  
**Chartered Accountants**  
St. Andrew's Square II  
800 - 730 View Street  
Victoria BC V8W 3Y7

Telephone (250) 480-3500  
Fax (250) 480-3539  
Internet [www.kpmg.ca](http://www.kpmg.ca)

## **AUDITORS' REPORT TO THE MAYOR AND COUNCILLORS OF THE DISTRICT OF SOOKE**

We have audited the consolidated statement of financial position of the District of Sooke as at December 31, 2006 and the consolidated statements of financial activities and changes in financial position for the year then ended. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the District as at December 31, 2006 and the results of its operations and its cash flows for the year then ended in accordance with generally accepted accounting principles.

A handwritten signature in black ink that reads 'KPMG LLP'.

Chartered Accountants

Victoria, Canada

April 20, 2007

# DISTRICT OF SOOKE

## Consolidated Statement of Financial Position


## Statement A

December 31, 2006, with comparative figures for 2005

|                                                   | 2006          | 2005          |
|---------------------------------------------------|---------------|---------------|
| <b>Financial Assets</b>                           |               |               |
| Cash and short-term investments (note 3)          | \$ 4,622,705  | \$ 2,335,513  |
| Taxes receivable                                  | 542,416       | 393,160       |
| Accounts receivable (note 4)                      | 842,788       | 2,950,687     |
| Other assets                                      | 88,785        | 13,035        |
| Total financial assets                            | 6,096,694     | 5,692,395     |
| <b>Liabilities</b>                                |               |               |
| Accounts payable and accrued liabilities (note 5) | 970,794       | 4,013,422     |
| Deferred revenue (note 6)                         | 1,098,891     | 144,757       |
| Deposits and bonds                                | 312,776       | 290,335       |
| Employee benefit obligations (note 7)             | 78,511        | 63,947        |
| Lease obligations (note 8)                        | 642,936       | 709,184       |
| Municipal Finance Authority interim financing     | -             | 8,487,451     |
| Long-term debt (note 9)                           | 9,675,615     | 693,030       |
| Total liabilities                                 | 12,779,523    | 14,402,126    |
| Net financial liabilities                         | (6,682,829)   | (8,709,731)   |
| Capital assets (note 10)                          | 31,176,448    | 29,565,639    |
| Net municipal position                            | \$ 24,493,619 | \$ 20,855,908 |
| <b>Municipal Position</b>                         |               |               |
| General Revenue Fund (Schedule A)                 | \$ 2,465,873  | \$ 2,014,035  |
| Capital Fund (Schedule B)                         | -             | -             |
| Sewer Operating Fund (Schedule C)                 | (2,944)       | -             |
| Sewer Capital Fund (Schedule D)                   | (46,462)      | (1,656,702)   |
| Reserves Fund (Schedule E) (note 11)              | 1,219,255     | 822,601       |
|                                                   | 3,635,722     | 1,179,934     |
| Equity in capital assets (note 12)                | 20,857,897    | 19,675,974    |
| Municipal position                                | \$ 24,493,619 | \$ 20,855,908 |

Commitments and contingencies (note 17)

See accompanying notes to financial statements.

 Director of Finance

# DISTRICT OF SOOKE

## Consolidated Statement of Financial Activities

## Statement B

Year ended December 31, 2006, with comparative figures for 2005

|                                                                             | Budget<br>2006 | Actual<br>2006 | Actual<br>2005 |
|-----------------------------------------------------------------------------|----------------|----------------|----------------|
| Revenue:                                                                    |                |                |                |
| Net taxes available for municipal purposes (note 13)                        | \$ 3,642,222   | \$ 3,585,252   | \$ 2,794,523   |
| Net payments in lieu of taxes available for<br>municipal purposes (note 14) | 19,000         | 23,464         | 19,701         |
| Sales and user fees                                                         | 24,900         | 61,228         | 50,743         |
| Government transfers and grants (note 15)                                   | 3,129,721      | 717,894        | 7,979,384      |
| Capacity allocation purchase                                                | -              | 2,282,269      | 354,502        |
| Investment income                                                           | 52,000         | 133,910        | 90,255         |
| Penalties and fines                                                         | 75,000         | 106,589        | 74,537         |
| Licenses and permits                                                        | 318,400        | 562,412        | 352,259        |
| Lease and rental                                                            | 22,843         | 22,843         | 58,194         |
| Donations and contributions                                                 | 425,960        | 153,913        | 9,725          |
| Sewer operating revenue                                                     | 612,225        | 556,720        | -              |
| Casino revenue sharing                                                      | 200,000        | 269,529        | 233,892        |
|                                                                             | 8,255,271      | 8,476,023      | 12,017,715     |
| Expenditure:                                                                |                |                |                |
| General government services:                                                |                |                |                |
| Legislative                                                                 | 107,510        | 90,143         | 108,409        |
| Administrative                                                              | 1,091,077      | 1,157,708      | 875,863        |
|                                                                             | 1,198,587      | 1,247,851      | 984,272        |
| Protective services:                                                        |                |                |                |
| Policing                                                                    | 1,116,445      | 996,348        | 1,055,123      |
| Fire protection and emergency response                                      | 617,508        | 583,902        | 592,178        |
| Inspection and bylaw services                                               | 223,424        | 206,452        | 203,217        |
|                                                                             | 1,957,377      | 1,786,702      | 1,850,518      |
| Engineering and development:                                                |                |                |                |
| Roads, inspections and development                                          | 1,354,769      | 558,179        | 598,389        |
| Sewer operating                                                             | 479,155        | 559,664        | -              |
| Sewer capital                                                               | 2,993,446      | 1,290,588      | 15,689,239     |
|                                                                             | 4,827,370      | 2,408,431      | 16,287,628     |
| Community services:                                                         |                |                |                |
| Public health                                                               | 82,264         | 83,713         | 70,963         |
| Recreation and parks                                                        | 446,611        | 444,698        | 429,654        |
|                                                                             | 528,875        | 528,411        | 500,617        |
| Development services:                                                       |                |                |                |
| Planning                                                                    | 303,547        | 250,315        | 255,917        |
| Economic development                                                        | 40,000         | 32,029         | 35,942         |
|                                                                             | 343,547        | 282,344        | 291,859        |
| Total expenditure (note 16)                                                 | 8,855,756      | 6,253,739      | 19,914,894     |
| Excess (deficiency) of revenue over expenditure                             | (333,485)      | 2,222,284      | (7,897,179)    |
| Debt principal repaid                                                       | (196,617)      | (54,946)       | (36,829)       |
| Debt proceeds                                                               | 260,844        | 312,549        | 2,373,104      |
| Lease principal repaid                                                      | (89,825)       | (66,248)       | (59,761)       |
| Change in fund balance                                                      | \$ (359,083)   | \$ 2,413,639   | \$ (5,620,665) |

See accompanying notes to financial statements.



# DISTRICT OF SOOKE

## Consolidated Statement of Changes in Financial Position

## Statement C

Year ended December 31, 2006, with comparative figures for 2005

|                                                              | 2006         | 2005           |
|--------------------------------------------------------------|--------------|----------------|
| Cash and short-term investments provided by (used in):       |              |                |
| Operating activities:                                        |              |                |
| Excess (deficiency) of revenue over expenditure              | \$ 2,222,284 | \$ (7,897,179) |
| Decrease (increase) in net financial assets other than cash: |              |                |
| Taxes receivable                                             | (149,256)    | (85,402)       |
| Accounts receivable                                          | 2,121,989    | 1,132,791      |
| Other assets                                                 | (75,750)     | 38,397         |
| Increase (decrease) in short-term liabilities:               |              |                |
| Accounts payable and accrued liabilities                     | (3,047,861)  | 2,797,838      |
| Deferred revenue                                             | 954,134      | 121,658        |
| Deposits and bonds                                           | 22,441       | 115,477        |
| Employee benefit obligations                                 | 14,564       | 8,530          |
|                                                              | 2,062,545    | (3,767,890)    |
| Debt principal repaid                                        | (54,946)     | (36,829)       |
| Debt proceeds                                                | 312,549      | 2,373,104      |
| Lease principal repaid                                       | (66,248)     | (59,761)       |
|                                                              | 191,355      | 2,276,514      |
| Increase (decrease) in cash                                  | 2,253,900    | (1,491,376)    |
| Cash, beginning of year                                      | 2,335,513    | 3,826,889      |
| Proportionate share of consolidated entities' opening cash   | 33,292       | -              |
| Cash, end of year                                            | \$ 4,622,705 | \$ 2,335,513   |

See accompanying notes to financial statements.

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

---

The District of Sooke (the "District") is a municipality in the Province of British Columbia and was incorporated December 7, 1999 under the provisions of the British Columbia Local Government Act. A previously existing organization delivering fire services in the same geographical area, the Sooke Fire Protection District, was dissolved at December 7, 1999 and all assets and liabilities were transferred to the District.

### 1. Significant accounting policies:

The consolidated financial statements of the District are prepared by management in accordance with generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the District are as follows:

#### (a) Reporting entity:

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures, changes in fund balances, and changes in financial position of the District.

Effective January 1, 2006, the District adopted the amended recommendations under CICA PS 1300 Government Reporting Entity, which defines the scope of the government reporting entity. The amended standard requires that all government organizations controlled by the District be included in the government reporting entity. This change has been adopted on a prospective basis.

#### (b) Revenue recognition:

Sources of revenue are recorded on the accrual basis and include revenue in the period in which the transactions or events occurred that gave rise to the revenues and expenditures in the period the goods and services are acquired and a liability is incurred or transfers are due.

Revenue unearned in the current period is recorded as deposits or deferred revenue.

Receipts that are restricted by legislation by the provincial or federal government or by agreement with external parties are deferred and reported as restricted revenues. When qualifying expenditures are incurred the related restricted revenues are brought into revenue.

Government transfers are recognized as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

#### (c) Fund accounting:

Funds within the consolidated financial statements consist of the general revenue, capital, sewer operating, sewer capital, and reserves fund. Transfers between funds are recorded as adjustments to the appropriate fund balances.

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

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### 1. Significant accounting policies (continued):

(d) Investments:

The investments are recorded at cost which approximates fair market value.

(e) Capital assets:

Capital assets acquired or constructed for general government purposes are recorded at cost as expenditures in the period they are acquired. Donated capital assets are recorded at their estimated fair value at the time they are received. On incorporation all capital assets owned by the Sooke Fire Protection District were transferred to the District at their recorded amount of \$3,538,788. In addition, parkland with an assessed value of \$453,200 was contributed by the Capital Regional District and is reflected in the accounts at the assessed value.

Engineering structures represent additions from the date of incorporation. The costs of engineering structures existing at the time of incorporation are not reflected in these financial statements.

The District does not record amortization on capital assets.

(f) Employee future benefits:

The District and its employees make contributions to the Municipal Pension Plan. These contributions are expensed as incurred.

Sick leave and other retirement benefits are also available to the District's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligation under this benefit plan is accrued based on projected benefits as the employees render services necessary to earn the future benefits.

(g) Reserve for future expenditures:

Council approves amounts which are subsequently transferred to reserves. Transfers to and from reserves are reflected as an adjustment to the respective fund.

(h) Equity in capital assets:

Equity in capital assets represents the investment in capital assets. Equity increases as capital assets are acquired without incurring long-term debt or, where such debt is incurred, by the reduction of debt. Equity decreases as capital assets are written off on disposal.

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

### 1. Significant accounting policies (continued):

(i) Measurement uncertainty:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the period. Actual results could differ from those estimates.

### 2. Municipal Finance Authority debt reserve fund deposits:

Under borrowing arrangements with the Municipal Finance Authority ("MFA"), the District is required to lodge security by means of demand notes and interest-bearing cash deposits based on the amount of the borrowing. As the debt principal is retired, demand notes are released and the cash deposits are refunded.

As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits are held by the MFA to act as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the District.

The details of the cash deposits and demand notes are as follows:

|              | 2006              | 2005        |
|--------------|-------------------|-------------|
| Cash         | \$ 88,785         | \$ -        |
| Demand notes | 254,159           | -           |
|              | <u>\$ 342,944</u> | <u>\$ -</u> |

### 3. Cash and short-term investments:

|                                                | 2006                | 2005                |
|------------------------------------------------|---------------------|---------------------|
| Bank deposits                                  | \$ 607,919          | \$ 537,774          |
| Municipal Finance Authority Money Market Funds | 4,014,786           | 1,797,739           |
|                                                | <u>\$ 4,622,705</u> | <u>\$ 2,335,513</u> |

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

### 4. Accounts receivable:

|                          | 2006              | 2005                |
|--------------------------|-------------------|---------------------|
| General operations       | \$ 536,778        | \$ 884,939          |
| Sewer project operations | 306,010           | 2,065,748           |
|                          | <u>\$ 842,788</u> | <u>\$ 2,950,687</u> |

### 5. Accounts payable and accrued liabilities:

|                          | 2006              | 2005                |
|--------------------------|-------------------|---------------------|
| General operations       | \$ 960,794        | \$ 1,946,087        |
| Sewer project operations | 10,000            | 2,067,335           |
|                          | <u>\$ 970,794</u> | <u>\$ 4,013,422</u> |

### 6. Deferred revenue:

Under the Local Government Act, a development cost charge paid to a local government must be deposited in a separate development cost charge reserve fund established for each purpose for which the local government imposes the development cost charge.

Included in deferred revenue are contributions received by the District for the development of the Ed Macgregor Memorial Park Sponsorship Program. Other deferred revenue as detailed below includes grants received in 2005 for emergency planning and grants received in 2006 for West Nile assistance.

|                                                                    | Beginning balance | Contributions received | Interest allocated | Revenue recognized | Ending balance     |
|--------------------------------------------------------------------|-------------------|------------------------|--------------------|--------------------|--------------------|
| Development cost charges roads                                     | \$ 96,707         | \$ 468,829             | \$ 13,046          | \$ -               | \$ 578,582         |
| Development cost charges wastewater                                | 2,574             | 204,829                | 4,137              | -                  | 211,540            |
| Gas Tax funding                                                    | -                 | 199,011                | 5,881              | -                  | 204,892            |
| Reserve account for Ed Macgregor Memorial Park Sponsorship Program | 12,098            | 1,610                  | -                  | -                  | 13,708             |
| Other deferred revenue                                             | 33,378            | 70,200                 | -                  | (13,409)           | 90,169             |
|                                                                    | <u>\$ 144,757</u> | <u>\$ 944,479</u>      | <u>\$ 23,064</u>   | <u>\$ (13,409)</u> | <u>\$1,098,891</u> |

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

### 7. Employee benefit obligations:

|                            | 2006      | 2005      |
|----------------------------|-----------|-----------|
| Accrued vacation           | \$ 55,728 | \$ 42,673 |
| Other contract obligations | 22,783    | 21,274    |
|                            | \$ 78,511 | \$ 63,947 |

Employee benefit obligations represent accrued benefits as at December 31, 2006. Accrued vacation is the amount of vacation entitlement carried forward into the next year. Other contract obligations include banked overtime payable to the District's employees and accumulated sick leave banks for possible drawdown at future dates. These sick leave entitlements may only be used while employed by the District and are not paid out upon retirement or termination of employment.

The significant assumptions used in estimating employee future benefit obligations include expectations of 3% salary increases.

### 8. Lease obligations:

The District has financed certain fire fighting equipment by entering into capital leasing arrangements with the Municipal Finance Authority and which are recorded as capital leases. The District may acquire ownership of the equipment at the end of the lease term upon payment of the residual value of \$557,322. Repayments are due as shown:

|                                                                              |            |
|------------------------------------------------------------------------------|------------|
| 2007                                                                         | \$ 291,590 |
| 2008                                                                         | 271,656    |
| 2009                                                                         | 94,835     |
| Total minimum payments                                                       | 658,081    |
| Less amounts representing interest<br>(at rates ranging from 2.75% to 3.75%) | 15,145     |
| Present value of net minimum capital lease payments                          | \$ 642,936 |

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

### 9. Long-term debt:

|                                                                                        | 2006                | 2005              |
|----------------------------------------------------------------------------------------|---------------------|-------------------|
| Tax supported debt bearing interest at 6.75% and matures in 2017                       | \$ 653,715          | \$ 693,030        |
| Debenture debt for sewer capital project bearing interest at 4.43% and matures in 2026 | 8,800,000           | -                 |
| Debt from consolidated entities                                                        | 221,900             | -                 |
|                                                                                        | <b>\$ 9,675,615</b> | <b>\$ 693,030</b> |

Principal repayment schedule for next five years:

| 2007       | 2008       | 2009       | 2010       | 2011       |
|------------|------------|------------|------------|------------|
| \$ 337,489 | \$ 340,322 | \$ 343,346 | \$ 346,574 | \$ 350,020 |

Interest of \$316,624 (2005 - \$129,539) on short-term debt was capitalized to the Sewer Capital Fund during the year. Interest expense in the year relating to long-term debt is \$103,128 (2005 - \$48,028).

### 10. Capital assets:

|                         | 2006                 | 2005                 |
|-------------------------|----------------------|----------------------|
| Land                    | \$ 1,764,979         | \$ 1,764,979         |
| Buildings               | 2,224,025            | 2,212,714            |
| Machinery and equipment | 2,551,277            | 2,275,291            |
| Engineering structures  | 1,056,453            | 1,023,528            |
| Sanitary sewer utility  | 23,579,714           | 22,289,127           |
|                         | <b>\$ 31,176,448</b> | <b>\$ 29,565,639</b> |

### 11. Reserves Fund:

|                                    | Beginning balance | Revenue           | Transfer (to) from other funds | Ending balance      |
|------------------------------------|-------------------|-------------------|--------------------------------|---------------------|
| Casino Revenue Reserve             | \$ 355,523        | \$ 286,876        | \$ (100,000)                   | \$ 542,399          |
| Parkland Reserve                   | 140,079           | 162,464           | -                              | 302,543             |
| Fire Protection Capital Reserve    | 220,220           | 8,382             | (14,959)                       | 213,643             |
| Sooke Outdoor Arts Program Reserve | 17,990            | 795               | 4,334                          | 23,119              |
| Capital Works Reserve              | 88,789            | 4,373             | 44,389                         | 137,551             |
|                                    | <b>\$ 822,601</b> | <b>\$ 462,890</b> | <b>\$ (66,236)</b>             | <b>\$ 1,219,255</b> |

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

### 12. Equity in capital assets:

|                                   | 2006          | 2005          |
|-----------------------------------|---------------|---------------|
| Beginning balance                 | \$ 19,675,974 | \$ 6,182,193  |
| Asset acquisitions                | 1,348,346     | 15,770,295    |
| Debt proceeds                     | (312,549)     | (2,373,104)   |
| Debt principal repayments         | 54,946        | 36,829        |
| Lease principal repayment         | 66,248        | 59,761        |
| Equity from consolidated entities | 24,932        | -             |
| Ending balance                    | \$ 20,857,897 | \$ 19,675,974 |

### 13. Net taxes available for municipal purposes:

The District is required to collect taxes on behalf of and transfer these amounts to the government agencies noted below. Taxes levied over or under the amounts requisitioned are recorded as accounts payable or receivable.

|                                            | 2006         | 2005         |
|--------------------------------------------|--------------|--------------|
| Taxes:                                     |              |              |
| Property tax                               | \$ 9,158,394 | \$ 7,943,094 |
| 1% utility tax                             | 84,557       | 76,277       |
|                                            | 9,242,951    | 8,019,371    |
| Less taxes on behalf of:                   |              |              |
| School authorities                         | 3,593,038    | 3,347,839    |
| Capital Regional District                  | 1,460,479    | 1,315,595    |
| British Columbia Assessment Authority      | 112,342      | 104,854      |
| Municipal Finance Authority                | 351          | 283          |
| Victoria Regional Transit Authority        | 197,805      | 172,784      |
| Capital Regional Hospital District         | 293,684      | 283,493      |
|                                            | 5,657,699    | 5,224,848    |
| Net taxes available for municipal purposes | \$ 3,585,252 | \$ 2,794,523 |



# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

### 14. Net payments in lieu of taxes available for municipal purposes:

|                                             | 2006      | 2005      |
|---------------------------------------------|-----------|-----------|
| Payments in lieu of taxes                   | \$ 52,929 | \$ 48,482 |
| Less taxes on behalf of:                    |           |           |
| School authorities                          | 16,326    | 16,322    |
| Capital Regional District                   | 10,289    | 9,556     |
| British Columbia Assessment Authority       | 462       | 491       |
| Victoria Regional Transit Authority         | 1,392     | 1,284     |
| Capital Regional Hospital District          | 996       | 1,128     |
|                                             | 29,465    | 28,781    |
| Net payments in lieu for municipal purposes | \$ 23,464 | \$ 19,701 |

### 15. Government transfers and grants:

The following government transfers have been included in revenues:

|                                                 | 2006       | 2005         |
|-------------------------------------------------|------------|--------------|
| Operating transfers from provincial government: |            |              |
| Small Communities Grant                         | \$ 258,616 | \$ 220,375   |
| Other                                           | 153,268    | 57,479       |
| Sewer capital transfers                         | 306,010    | 7,701,530    |
|                                                 | \$ 717,894 | \$ 7,979,384 |

### 16. Expenditures by object:

|                                          | 2006         | 2005          |
|------------------------------------------|--------------|---------------|
| Salaries, wages and employee benefits    | \$ 1,530,978 | \$ 1,301,014  |
| Contracted and general services          | 2,165,835    | 2,288,145     |
| Materials, goods, supplies and utilities | 2,199,862    | 16,116,813    |
| Interest and bank charges                | 445,064      | 208,922       |
|                                          | \$ 6,341,739 | \$ 19,914,894 |

# DISTRICT OF SOOKE

## Notes to Financial Statements

Year ended December 31, 2006

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### 17. Commitments and contingencies:

(a) Contingent liabilities:

Capital Regional District debt, under provisions of the Local Government Act, is a direct, joint and severally liability of the Capital Regional District and each member municipality with the Capital Regional District, including the District.

(b) Capital Region Emergency Service Telecommunications (CREST) Incorporated:

The District is a shareholder and member of the Capital Region Emergency Services Telecommunications (CREST) Incorporated whose services provide centralized emergency communication, and related public safety information services to municipalities, regional districts, the provincial and federal governments and their agencies, and emergency service organizations through Greater Victoria region and the Gulf Islands. Pursuant to a Members' Agreement, members are obligated to share in funding the ongoing operations and costs related to capital assets.

(c) Commitments:

As part of the normal course of business, the District has entered into various agreements and contracts for services with periods ranging up to six years. These amounts will be recorded in the accounts in the period that the goods and services are received.

(d) Litigation:

In the normal course of business, the District is threatened with or named in litigation. As at December 31, 2006, it is considered that the potential claims against the District resulting from such litigation not covered by insurance would not materially affect the consolidated financial statements.

### 18. Pension liability:

The municipality and its employees contribute to the Municipal Pension Plan (the plan), a jointly trustee pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of benefits. The pension plan is a multi-employer contributory pension plan. Basic pension benefits provided are defined. The plan has about 140,000 active members and approximately 51,000 retired members. Active members include approximately 31,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. The most recent valuation as at December 31, 2003 indicated an unfunded liability of \$789 million for basic pension benefits. The next valuation will be as at December 31, 2006 with results available in 2007. The actuary does not attribute portions of the unfunded liability to individual employers. The District of Sooke paid \$60,403 for employer contributions to the plan in fiscal 2006.

# **DISTRICT OF SOOKE**

## Notes to Financial Statements

Year ended December 31, 2006

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### **19. Comparative figures:**

In 2004 and 2005 financing transfers to and from the General Revenue Fund and the Sewer Capital Fund were previously reflected as transfer of fund balances. These temporary financing amounts have been reclassified as amounts due to and from the individual funds. The affect of this restatement has been to decrease the General Revenue Fund fund balance by \$609,082 at December 31, 2004 and increase the fund balance by \$1,655,115 at December 31, 2005. Corresponding adjustments have been made to the Sewer Capital Fund. These reclassifications have no impact on the consolidated municipal position.

Certain comparative figures have been reclassified to conform with financial statement presentation adopted in the current year.

# DISTRICT OF SOOKE

## Statement of Financial Activities and Fund Balance General Revenue Fund

### Schedule A

Year ended December 31, 2006, with comparative figures for 2005

|                                                                   | Budget<br>2006 | Actual<br>2006 | Actual<br>2005<br>(restated<br>note 19) |
|-------------------------------------------------------------------|----------------|----------------|-----------------------------------------|
| Revenue:                                                          |                |                |                                         |
| Net taxes available for municipal purposes                        | \$ 3,642,222   | \$ 3,585,252   | \$ 2,794,523                            |
| Net payments in lieu of taxes available for<br>municipal purposes | 19,000         | 23,464         | 19,701                                  |
| Sales and user fees                                               | 24,900         | 61,228         | 50,743                                  |
| Government transfers and grants                                   | 397,119        | 411,884        | 277,854                                 |
| Investment income                                                 | 52,000         | 94,463         | 79,444                                  |
| Penalties and fines                                               | 75,000         | 106,589        | 74,537                                  |
| Licenses and permits                                              | 318,400        | 562,412        | 349,084                                 |
| Lease and rental                                                  | 22,843         | 22,843         | 58,194                                  |
|                                                                   | 4,551,484      | 4,868,135      | 3,704,080                               |
| Expenditure:                                                      |                |                |                                         |
| General government services:                                      |                |                |                                         |
| Legislative                                                       | 107,510        | 90,143         | 108,409                                 |
| Administrative                                                    | 1,054,277      | 1,132,875      | 836,863                                 |
|                                                                   | 1,161,787      | 1,223,018      | 945,272                                 |
| Protective services:                                              |                |                |                                         |
| Policing                                                          | 1,116,445      | 996,348        | 1,055,123                               |
| Fire protection and emergency response                            | 564,248        | 583,902        | 576,966                                 |
| Inspection and bylaw services                                     | 223,424        | 206,452        | 203,217                                 |
|                                                                   | 1,904,117      | 1,786,702      | 1,835,306                               |
| Engineering and development:                                      |                |                |                                         |
| Roads, inspections and development                                | 740,015        | 525,254        | 576,139                                 |
| Community services:                                               |                |                |                                         |
| Public health                                                     | 82,264         | 83,713         | 70,963                                  |
| Recreation and parks                                              | 446,611        | 444,698        | 425,060                                 |
|                                                                   | 528,875        | 528,411        | 496,023                                 |
| Development services:                                             |                |                |                                         |
| Planning                                                          | 303,547        | 250,315        | 255,917                                 |
| Economic development                                              | 40,000         | 32,029         | 35,942                                  |
|                                                                   | 343,547        | 282,344        | 291,859                                 |
| Total expenditure                                                 | 4,678,341      | 4,345,729      | 4,144,599                               |
| Excess (deficiency) of revenue over expenditure                   | (126,857)      | 522,406        | (440,519)                               |
| Debt principal repaid                                             | (196,617)      | (54,946)       | (36,829)                                |
| Lease principal payments                                          | (89,825)       | (66,248)       | (59,761)                                |
| Net transfers to Reserves Fund                                    | (457,390)      | 16,236         | (43,030)                                |
| Transfer to Capital Fund                                          | (388,592)      | (7,758)        | (27,844)                                |
| Transfer to Sewer Capital Fund                                    | -              | -              | -                                       |
| Change in fund balance                                            | (1,259,281)    | 409,690        | (607,983)                               |
| Fund balance, beginning of year                                   | 2,014,035      | 2,014,035      | 2,622,018                               |
| Proportionate share of consolidated entities' opening balance     | -              | 42,148         | -                                       |
| Fund balance, end of year                                         | \$ 754,754     | \$ 2,465,873   | \$ 2,014,035                            |

# DISTRICT OF SOOKE

## Statement of Financial Activities and Fund Balance Capital Fund

Schedule B

Year ended December 31, 2006, with comparative figures for 2005

|                                        | Budget<br>2006 | Actual<br>2006 | Actual<br>2005 |
|----------------------------------------|----------------|----------------|----------------|
| Revenue                                | \$ -           | \$ -           | \$ -           |
| Expenditure:                           |                |                |                |
| Capital assets:                        |                |                |                |
| General government services:           |                |                |                |
| Administrative                         | 36,800         | 24,833         | 39,000         |
| Protective services:                   |                |                |                |
| Fire protection and emergency response | 53,260         | -              | 15,212         |
| Engineering and public works:          |                |                |                |
| Roads, streets and storm drainage      | 614,752        | 32,925         | 22,250         |
| Community services:                    |                |                |                |
| Recreation and parks                   | -              | -              | 4,594          |
| Total expenditure                      | 704,812        | 57,758         | 81,056         |
| Excess of expenditure over revenue     | (704,812)      | (57,758)       | (81,056)       |
| Transfer from General Revenue Fund     | 388,592        | 7,758          | 27,844         |
| Transfer from Reserves Fund            | 316,220        | 50,000         | 53,212         |
| Change in fund balance                 | -              | -              | -              |
| Fund balance, beginning of year        | -              | -              | -              |
| Fund balance, end of year              | \$ -           | \$ -           | \$ -           |

# DISTRICT OF SOOKE

Statement of Financial Activities and Fund Balance  
Sewer Operating Fund

Schedule C

Year ended December 31, 2006, with comparative figures for 2005

|                                         | Budget<br>2006 | Actual<br>2006 | Actual<br>2005 |
|-----------------------------------------|----------------|----------------|----------------|
| Revenue:                                |                |                |                |
| Parcel tax                              | \$ 420,750     | \$ 441,540     | \$ -           |
| Generation charge                       | 120,038        | 114,395        | -              |
| Management fee revenue                  | 71,437         | -              | -              |
| Investment income                       | -              | 785            | -              |
|                                         | 612,225        | 556,720        | -              |
| Expenditure:                            |                |                |                |
| Sewer operations                        | 243,757        | 215,191        | -              |
| Contribution to reserve account         | -              | 10,000         | -              |
| Interest on long-term debt              | 235,400        | -              | -              |
| Interest on short-term debt             | -              | 316,624        | -              |
| Insurance                               | -              | 13,890         | -              |
| Other expenses                          | -              | 3,959          | -              |
| Total expenditure                       | 479,157        | 559,664        | -              |
| Excess of expenditure over revenue      | 133,068        | (2,944)        | -              |
| Debt principal repaid                   | (133,068)      | -              | -              |
| Transfer from (to) General Revenue Fund | -              | -              | -              |
| Change in fund balance                  | -              | (2,944)        | -              |
| Fund balance, beginning of year         | -              | -              | -              |
| Fund balance, end of year               | \$ -           | \$ (2,944)     | \$ -           |

# DISTRICT OF SOOKE

Statement of Financial Activities and Fund Balance  
Sewer Capital Fund

Schedule D

Year ended December 31, 2006, with comparative figures for 2005

|                                                 | Budget<br>2006 | Actual<br>2006 | Actual<br>2005<br>(restated<br>note 19) |
|-------------------------------------------------|----------------|----------------|-----------------------------------------|
| Revenue:                                        |                |                |                                         |
| Government transfers                            | \$ 2,732,602   | \$ 306,010     | \$ 7,701,530                            |
| Sale of capacity                                | -              | 2,282,269      | 354,502                                 |
|                                                 | 2,732,602      | 2,588,279      | 8,056,032                               |
| Expenditure:                                    |                |                |                                         |
| Capital assets:                                 |                |                |                                         |
| Engineering and public works                    | 2,993,446      | 1,290,588      | 15,689,239                              |
| Excess (deficiency) of revenue over expenditure | (260,844)      | 1,297,691      | (7,633,207)                             |
| Borrowing proceeds                              | 260,844        | 312,549        | 2,373,104                               |
| Change in fund balance                          | -              | 1,610,240      | (5,260,103)                             |
| Fund balance, beginning of year                 | (1,656,702)    | (1,656,702)    | 3,603,401                               |
| Fund balance, end of year                       | \$ (1,656,702) | \$ (46,462)    | \$ (1,656,702)                          |

# DISTRICT OF SOOKE

## Statement of Financial Activities and Fund Balance Reserves Fund

Schedule E

Year ended December 31, 2006, with comparative figures for 2005

|                                    | Budget<br>2006 | Actual<br>2006 | Actual<br>2005 |
|------------------------------------|----------------|----------------|----------------|
| Revenue:                           |                |                |                |
| Investment income                  | \$ -           | \$ 39,448      | \$ 10,811      |
| Cash in lieu of parkland           | 153,000        | 153,913        | 9,725          |
| Casino revenue sharing             | 200,000        | 269,529        | 233,892        |
| Sooke Outdoor Arts Program         | -              | -              | 3,175          |
| Development cost charges           | 272,960        | -              | -              |
|                                    | 625,960        | 462,890        | 257,603        |
| Transfer from General Revenue Fund | 500,650        | 49,323         | 44,530         |
| Transfer to General Revenue Fund   | (43,260)       | (65,559)       | (1,500)        |
| Transfer to Capital Fund           | (316,220)      | (50,000)       | (53,212)       |
| Change in fund balance             | 767,130        | 396,654        | 247,421        |
| Fund balance, beginning of year    | 822,601        | 822,601        | 575,180        |
| Fund balance, end of year          | \$ 1,589,731   | \$ 1,219,255   | \$ 822,601     |