



District of Sooke

"Where the Rainforest
meets the Sea"

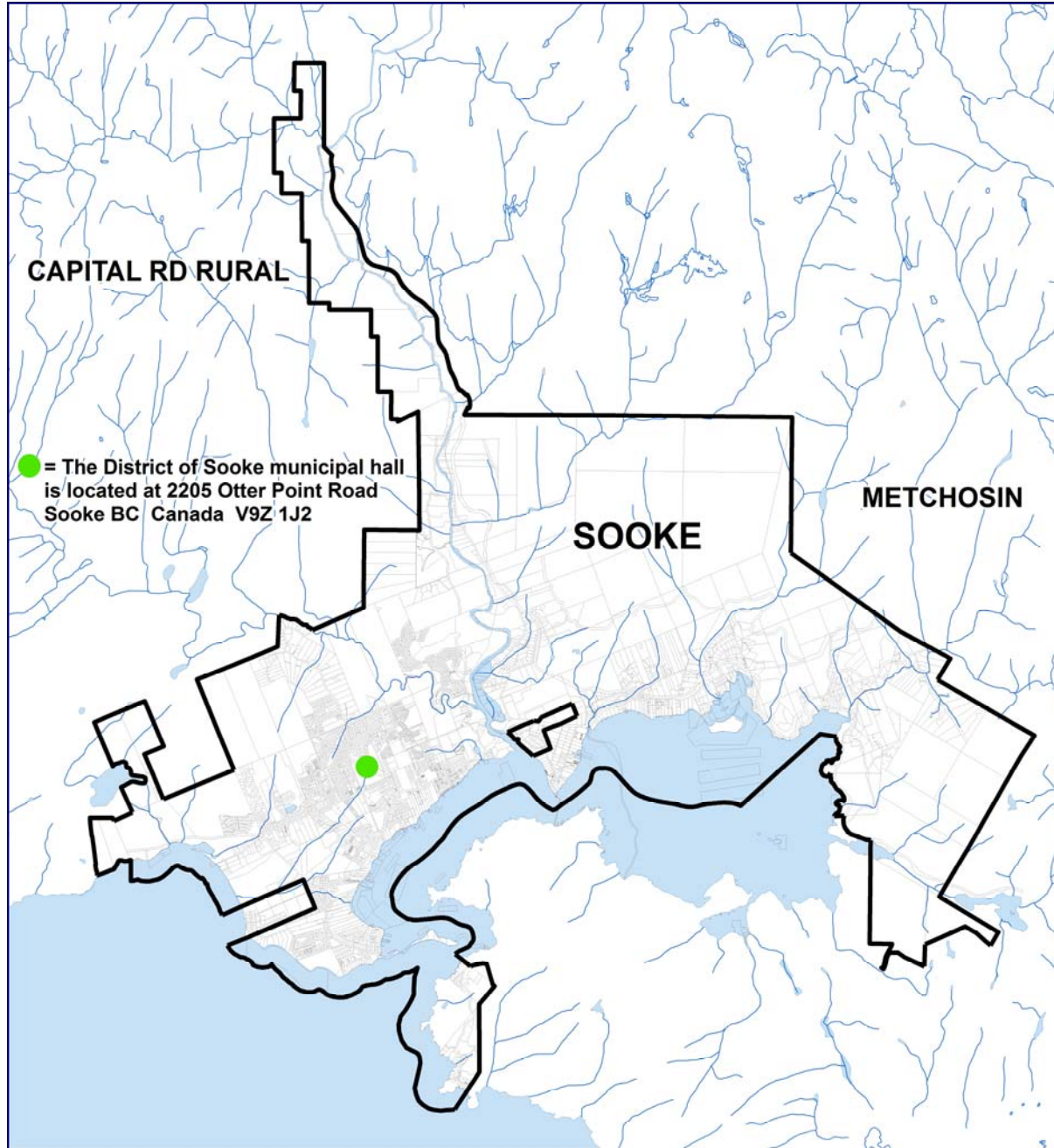
2010 Annual Report



**Our progress during 2009 and our
strategic plan for 2010-2011**

June 28, 2010

District of Sooke Boundary Map



The District of Sooke is located on the southern point of Vancouver Island, on Canada's rugged west coast. Sooke is situated on the north shore of the Sooke Harbour and Basin and is surrounded to the north, west and south by the Juan de Fuca Electoral Area and to the east by the District of Metchosin. Sooke's political boundary includes a portion of the Sooke Harbour & Basin even though Sooke only encompasses approximately half of the directly adjacent shore. East Sooke is the unincorporated area to the south of Sooke, which encompasses the remaining uplands of the basin and separates Sooke Basin from the Juan de Fuca Strait. Whiffin Spit is a long spit of land that extends out into the mouth of the Sooke Harbour and helps protect the inner basin leaving a narrow channel of tide rips between its tip and the opposite shore. The inlet is edged with both gravel and sand beaches. The land varies from steep and gradually sloped, wooded hillsides, to the Sooke Hills further north. The community of Sooke is overlooking the Juan de Fuca Strait and Olympic Mountains range and encompasses approximately 5,800 hectares of land, which can be classified as semi-rural. The District of Sooke is located within the Capital Regional District, approximately 45 kilometres from Greater Victoria along scenic Highway 14, also known as the Pacific Marine Circle Route, and is 20 kilometres directly west of Langford. The T'Sou-ke Nation is located along the eastern shores of the Sooke River, Sooke Basin, as well as the lands along the Strait of Juan de Fuca.

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PRESENTED BY DISTRICT OF SOOKE COUNCIL, June 28, 2010 in accordance with section 99 of the *Community Charter*.

For more information, please contact the District of Sooke:
District of Sooke
2205 Otter Point Road
Sooke, B.C. V9Z 1J2
Telephone—250-642-3807 Email: info@sooke.ca

An electronic version (PDF) of this report is available on the District of Sooke website: www.sooke.ca



On behalf of the District of Sooke, Council and Staff, it is my pleasure to introduce the 2010 Annual Report

The District of Sooke has experienced another very busy year. We are still experiencing demand for growth and as always, it is hard to balance it and maintain our quality of life. Despite our projections of low building revenue due to the economic recession, we did better than expected and finished the year with a small surplus.

We continue to be fiscally responsible keeping our taxes the second lowest in the region, and at the same time we are putting funds into the capital budget in order to build roads, sidewalks, parks and trails and other infrastructure needs.

We are actively working with the Ministry of Transportation ("MOT") to develop a memorandum of understanding regarding Highway #14 and the alternate route from Phillips Road to Charters and from there, to Otter Point Road. With the new town centre plan it is important that MOT agrees to the configuration of the highway and how it will effect traffic movement. We hope to have the MOU signed off by end of summer 2010.

We have also been working with CRD Parks in developing a design for the Galloping Goose trail crossing over the Sooke River. Council approved funding for the project and we hope to have it completed by 2012.

Sooke was unsuccessful in obtaining grant funding for sewer expansion to the Kaltasin/Idlemore area but we have heard from the residents and the First Nations that they want us to continue to work with EPCOR to find a way to make the expansion happen. Staff and EPCOR are currently looking at ways to make it feasible and sustainable.

We were excited to see the start of the construction of the new hotel/conference centre and the public boat launch and have already booked many conferences for the next two years. Prestige is planning for an opening in 2011. This hotel/conference centre complex will showcase our fabulous harbour and promote Sooke not only as a tourism centre, but also a great place to live, work and play.

Council continues to be highly involved in all aspects of the community and the larger region, and makes sure Sooke's voice is heard throughout the CRD.

Now that the OCP has been adopted, Council and staff will be working on many projects, including developing a Climate Action Plan, implementing an Affordable Housing Policy, investigating Homelessness Issues, implementing an Amenities Policy, reviewing the Zoning Bylaw and implementing the Town Centre Plan.

Council and I want to thank all the hard working men and women of the Fire Department, the local RCMP and the protective services employees in the community for keeping our community safe.

Janet Evans, Mayor



Report from the Chief Administrative Officer

There is a wide scope of activity when it comes to administering a municipality. I have worked in several towns in BC, and in Sooke there is a special flavour of cooperativeness and industriousness that I enjoy. There are several key aspects of community well-being that I deal with in terms of policy input to Council, developing and adhering to guidelines and plans, and in the day to day management of the municipal hall. There is always a balance needed between the visions of Council (and the community plan) and the practical execution of directives and policies that end up affecting this community in many ways.

The District of Sooke (DoS) has adopted several plans and specific policies that promote active living in a sustainable community. For example, for all multi-family developments, the District may request the proponent provide bus passes and/or recreation SEAPARC family passes to new buyers who purchase a unit. Our amenity policy allows the DoS to foster active living and encourages mass transit as a means of transportation. Siting future developments on major transit routes are a priority with our district.

Another example is our new Parks and Trails Master Plan that provides the framework for future trails and linear parks to be built that encourage walkability and pedestrian traffic to converge in our new downtown and near or on the water. Connecting Ayre Manor via new sidewalks to the water via the boardwalk is a prime example of improving the overall wellbeing of seniors. The current enhancement of Ed Macgregor Park and the Spirit Square project is another example of a community gathering place located near the



water and connected to our boardwalk.

Finally, there is an effort to build a connector trail that will bring the popular Galloping Goose and its pedestrian and cyclist traffic to our new downtown. And it will allow residents to cycle, walk, and hike the trail from their backdoor to Leechtown!

In addition to these plans, efforts are now being focused on a new seniors drop-in centre to be located in Mariners Village (next to a new Medical clinic) as the District continues to discuss exciting new initiatives with the developer.

The next few years will see exciting new growth in our community, a process that unfolds through careful attention to the needs of all our residents, businesses, and community groups. I see 2010 as being a cornerstone year in which many of our advancements will take shape or move forward.

Evan Parliament, Chief Administrative Officer

CORPORATE ROADMAP

Official Community Plan 2010

2010-2012 Strategic Plan

2010 Five Year Financial Plan

Transportation Master Plan 2008

Parks & Trails Master Plan 2009

Town Centre Plan 2009

Liquid Waste Management Plans
(Sanitary and Rainwater)
2009-2010

Sustainable Development



Located on Vancouver Island, the District of Sooke is a short 40-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, community gardens 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 Spring Fair, Sooke Canada Day celebration, Sooke Fine Arts Show, Sooke Philharmonic Orchestra "Fling", Blue Grass Festival, Subaru Triathlon 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.



Looking forward twenty-five years from now....

The people of Sooke are proud of their community and its natural setting. Sooke's historic ties with the T'Sou-ke Nation are creating strong economic partnerships, social bonds, and development opportunities, which have strengthened the cultural integrity of both communities. Sooke's friendly people, diversity of culture, history, character, working class roots and small town atmosphere make it very attractive for people to visit and call home. Sooke is a great place for families, children, seniors, and others who appreciate a quiet, less complicated life-style with the amenities of a complete yet sustainable community.

Sooke has a vibrant, sustainable, well defined commercial core with pedestrian linkages, mixed land uses, higher densities and an appealing Town Centre character and design. The Town Centre has been linked to surrounding neighbourhoods through an integrated trail and pedestrian network. Sooke has also developed a number of sustainable, mixed use areas to complement the Town Centre and existing residential areas. The Town Centre is now the hub of vibrant pedestrian activity with many people living, working and shopping in the area. There are many small shops and galleries clustered in quaint buildings within this urban environment, which attract both visitors and new residents.

There is a strong sense of character within the Town Centre, with narrow streets, public gathering places and attractive landscaping. A sea-walk extends along the harbour waterfront of the community, linking the mouth of the Sooke River to the Town Centre and Whiffin Spit Park, and which has become a main attraction for residents and visitors. Sooke is a small town surrounded by rural agricultural lands, natural forests and water. The community is a safe, inviting place to live, linked to surrounding communities by a variety of transportation modes.

The community creates shared sustainable economic development through a thriving economy. The existence of a variety of housing types in conjunction with affordable housing has attracted a wide variety of demographics and income levels. Tourism is an important economic driver combined with a well established visual and performing arts scene. Marine and waterfront businesses support tourism as well as a mix of commercial and appropriate industrial activities. Innovations and flexibility in zoning has made Sooke a food security hub, created a friendly development environment, and which respects the rural cultural character and sense of place of the community.

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.



About the Strategic Plan

The newly elected District of Sooke Council completed its first corporate planning sessions in December 2008. Out of the planning sessions, a comprehensive Strategic Plan for 2009-2011 was developed. In the fall of 2009, Council reviewed and updated the Strategic Plan for 2010-2011. A strategic plan acts as a guide to decision-making for council, staff and various committees.



(L to R) Councillor Sheila Beech, Councillor Ron Dumont, Councillor Herb Haldane, Mayor Janet Evans, Councillor Dave Bennett, Councillor Bev Berger and Councillor Maja Tait

Council Values

Successful organizations and groups take the time to identify what sort of values they would like to exhibit as they move forward with their work. The District of Sooke Council identified the following list of values they wish to see evident in their actions over the course of their term of office.

Communication	Attentiveness
Politeness	Continuity
Dedication	Humour
Respect	Honesty
Accountability	Open-mindedness
Responsibility	Patience
Courtesy	Trust
Fairness	Ethics
Integrity	Public Interest

Corporate Objectives and Measures

All initiatives identified in the 2009-2011 Strategic Plan are based on the following District of Sooke "Vision" and the objectives are focused on the seven strategic directions.

Each of the objectives are broadly worded to allow for a range of complementary initiatives which contribute to achieving the stated objective. While the 2009-2011 strategic directions do not provide a full listing of municipal activities, they have been carefully chosen as indicators of progress towards an objective. Individual departments perform many important municipal activities essential to managing the District of Sooke's day to day operations.

The Strategic Plan and Official Community Plan are reviewed annually using a comprehensive process that involves the municipal staff representing all departments, Mayor and Council and the public.

Through this collaborative process, the priority initiatives for the next and following three years are chosen to move us closer to achieving the District of Sooke Vision.

Vision for the District of Sooke

- ◇ Council sees the District of Sooke as the hub of South Vancouver Island's West Coast and a vibrant arts and eco-tourism waterfront community built on its tourism and green business resource base.
- ◇ Council maintains a fair tax and service delivery policy to municipal taxpayers while encouraging sustainable, SMART growth.
- ◇ Council encourages volunteers and community participation.
- ◇ The District of Sooke community takes pride in its social, environmental and entrepreneurial achievements.
- ◇ Council considers the interest and concerns of all District of Sooke residents in local decision making and strives to inform the public on all issues.
- ◇ Sooke's diverse arts and culture, sports, eco-tourism and hospitality add to the interest and enjoyment of visitors and area residents.
- ◇ Amenities and facilities complement Sooke's waterfront location and lifestyle.

Strategic Directions

In order to achieve the "Vision", seven Strategic Directions have been identified:

- A. Well Planned, Sustainable Community
- B. Responsible Stewardship of the Environment
- C. Proactive Improved Infrastructure
- D. Diverse and Vibrant Local Economy
- E. Sustainable Financial Management
- F. Support Social/Community Initiatives
- G. Safe and Caring Community

A. WELL PLANNED, SUSTAINABLE COMMUNITY

Goal: Through a strong commitment to the Official Community Plan, promote a well planned, sustainable community that provides a high quality of life for the citizens and responsible, quality development with a focus on limiting the size of the urban footprint.

Actions:	1. Complete, adopt and implement policies of the 2010 Official Community Plan (including Regional Growth Statement) as a long term planning tool that will guide development in the District of Sooke;	Adoption Spring 2010
	2. Complete and incorporate the Sooke Sustainable Development Plan, 2008 Town Centre Plan, 2008 Parks and Trails Master Plan and 2008 Transportation Master Plan into the 2010 Official Community Plan;	Plans complete, OCP to be adopted Spring 2010
	3. Consider additional plans for the District of Sooke: <ul style="list-style-type: none"> a. Agricultural Plan; b. Wildlife Awareness and Management Plan; c. Affordable Housing Plan; d. Fire Department Master Plan; e. Wildland Fire Management Plan; 	2010-2011
	4. Consider the locations for the proposed Sun River School site to enhance the safety of students and develop regulation size sports fields as a community asset;	Summer 2010
	5. Consider the location of an additional Fire Hall;	Ongoing
	6. Identify priority areas for expansion of the sewer system: <ul style="list-style-type: none"> a. develop implementation and finance plan for each priority catchment area; b. monitor existing sewer capacity and develop long term plans to expand capacity of the wastewater treatment plan and related pump stations. 	Working with contractor

	<p>7. Upon adoption of the 2010 Official Community Plan, undertake a review of the Sooke Zoning Bylaw to update and revise the Bylaw as necessary, including:</p> <ul style="list-style-type: none"> a. Create Town Centre zone; b. Update industrial and commercial zones; c. Create business park zone; d. Consider pre-zoning certain areas. 	Spring 2010 – staff working with consultant
	<p>8. Develop or revise land development policies and bylaws to streamline municipal application processes and better regulate development, including:</p> <ul style="list-style-type: none"> a. Amenities Policy; b. Affordable Housing & Social Housing Policy; c. Subdivision and Development Standards Bylaw; (including Frontage and Use of Right of Way bylaws) d. Manufactured Home Park Development Bylaw; e. Development Procedures Bylaw f. Development Application Procedures Policy; g. Development Permit Delegation Bylaw. 	<ul style="list-style-type: none"> a. Completed b. Completed, amendment Spring 2010 c. Fall 2010 (after OCP adopted) d. 2011 e. Completed, amendment 2010 f. Completed, amendment 2010 g. Completed
	<p>9. Consider other bylaws as recommended by 2010 Official Community Plan upon adoption:</p> <ul style="list-style-type: none"> a. Development Cost Charges Bylaw b. Sign Regulation Bylaw c. Significant Slopes and Riparian Area Protection Bylaw 	After OCP adopted

B. RESPONSIBLE STEWARDSHIP OF THE ENVIRONMENT

Goal: Promote conservation, reuse and protection of our resources.

Actions:	<p>1. Identify and implement green house gas reduction initiatives to meet commitment to the BC Climate Action Charter, including:</p> <ul style="list-style-type: none"> a. Bio-waste composting facility; b. Wood-waste processing facility; c. Food security; d. Alternative energy strategies e. Alternative transportation system (eg. multi-use trails) f. Initiate green retrofit of Municipal Hall <p>1.(a) Invite the T'Sou-ke Nation to be a member of the Climate Change Action Committee</p>	<p>Climate Change Action Committee established November 2009</p> <p>Working with sewer contractor as to Bio-waste composting facility</p>
	2. Implement policies of the Sooke Sustainable Development Plan;	Incorporated in the OCP
	3. Complete and implement the Liquid Waste Management Plans for onsite septic system management, stormwater management, and community sewer system management issues;	Spring 2010
	4. Continue monitoring Sooke Harbour and Basin water quality and investigate methods to revitalize and protect the Sooke Harbour and Basin;	Ongoing monitoring by CRD and expansion of sewer system
	5. Continue to consult with senior governments as to removal of derelict vessels in the Sooke Harbour and Basin.	Ongoing – letter sent November 2009
	6. Explore partnerships with the T'Sou-Ke Nation (ie. solar power, protection of the Sooke Harbour & Basin, etc.)	Ongoing

C. PROACTIVE IMPROVED INFRASTRUCTURE

Goal: Facilitate a legacy of durable, functional, effective and sustainable physical infrastructure of all kinds.

Actions:	<p>1. Develop and enact implementation strategies for infrastructure upgrades and new construction identified in the following plans:</p> <ul style="list-style-type: none"> a. 2008 Transportation Master Plan (including Highway 14 Upgrade and Phillips/Thrup Road Upgrade); b. 2008 Town Centre Plan; c. 2008 Parks and Trails Master Plan (including Galloping Goose Connector); d. Liquid Waste Management Plans (Sanitary and Rainwater). 	<ul style="list-style-type: none"> a. High priority action - design completed with grant application b. Completed – stimulus program in place c. Included in 2010 financial plan d. LWMP completed by Spring 2010
	2. Develop an implementation strategy for a multi-use trail connecting Whiffin Spit to the Town Centre to the Galloping Goose Regional Trail network (2008 Parks and Trails Master Plan);	High priority project
	3. Enter into a long-term contract (up to 21 year partnering/franchise agreement) for operation, maintenance and capital expansion of sewer system;	Under negotiation
	4. Develop a strategy to identify phasing of sidewalk improvements and beautification in the Town Centre;	Started with <i>Towns for Tomorrow</i> Grant – identified in financial plan
	5. Commence a process for design and construction of the Spirit Square project – Murray Road to Ed Macgregor Park;	Underway, completion March 2010
	6. Work cooperatively with other levels of government for upgrades and improvements to Highway 14 and to identify a second route in and out of Sooke (eg. West Sooke to Malahat);	Underway; Draft Memorandum of Understanding with Ministry of Transportation

	7. Continue to advocate for water services to North Sooke;	Ongoing – 2010 OCP Regional Growth Strategy
	8. Continue to work with BC Transit for improvements to the transit system; internal and night/weekend services.	Ongoing – November 2009 presentation to BC Transit

D. DIVERSE AND VIBRANT LOCAL ECONOMY

Goal: **Attract, keep and nurture business and industry appropriate to our community through proactive economic and tourism development.**

The Sooke Economic Development Commission will be responsible for some of the following actions.

Actions:	1. Develop and implement appropriate economic development strategies in the 2008 Town Centre Plan and the 2008 Tourism Implementation Action Plan;	Town Centre Stimulus Program, Sooke Region Tourism Association invited to Sooke EDC
	2. Enhance partnerships with the Sooke Region Historical Society, Sooke Harbour Chamber of Commerce, Sooke Community Association, Sooke Builder's Association and Sooke Region Tourism Association for both economic development, tourism and recreation services;	High Priority initiative; meeting with Sooke Community Association
	3. Participate in regional economic development discussions;	Juan de Fuca EDC liaison with Sooke EDC and member of UDI
	4. Promote the vitality of the Town Centre (2008 Town Centre Plan) and encourage commercial growth on the waterfront and in the Town Centre;	High Priority
	5. Proactively promote the development and/or establishment of enterprises such as: <ul style="list-style-type: none"> a. hotels/motels in or in close proximity to the Town Centre; b. light industrial and/or manufacturing business park; c. businesses supporting eco-tourism, arts, medical. 	<ul style="list-style-type: none"> a. Sooke Prestige Hotel underway b. Ongoing; OCP 2010 c. Ongoing; OCP 2010

	6. Investigate expansion for Industrial Sites	Ongoing; OCP 2010
	7. Investigate opportunities for a public boat launch facility;	Boat Launch at West Coast Road underway
	8. Work cooperatively with other governments and agencies to: <ul style="list-style-type: none"> a. Build a joint-use medical centre facility in the Town Centre; b. Recruit and retain health care professionals; c. Expand housing options for Seniors (including Ayre Manor). 	Underway; meeting with proponents
	9. Enhance the District of Sooke and “Advantage Sooke” websites to promote opportunities within the District of Sooke for tourism and economic development including: <ul style="list-style-type: none"> a. Eco-tourism; b. Agriculture-tourism; c. Green-based light industry; d. Seniors initiatives; e. Public market. 	Ongoing

E. SUSTAINABLE FINANCIAL MANAGEMENT

Goal: Manage fiscal resources in a wise and thoughtful manner, both to maintain financial stability and to ensure long term financial sustainability.

Actions:	1. Align and integrate the Five Year Financial Plan with the Strategic Plan;	Ongoing
	2. Continue to monitor and renew as required all external contracts;	Ongoing
	3. Pursue new sources of revenue and alternative ways of finances: <ul style="list-style-type: none"> a. decommission and sale of undeveloped park (Sooke Park Study and Parks & Trails Master Plan) and highway properties; b. develop an amenity listing and policy; c. review and revision of Development Cost Charge Bylaw for roads/rainwater, wastewater, and park land; d. develop project funding partnerships with community based partners such as private sector, non-profit organization, governments and First Nations; e. proactively pursue strategic grant opportunities; f. create funding options to acquire strategic parcels of land (eg. Town Centre waterfront park, agricultural lands for food security, public market lands, light industrial lands). 	<ul style="list-style-type: none"> a. Underway b. Policy completed; listing to be done c. Underway d. Ongoing e. Ongoing f. Ongoing

F. SUPPORT SOCIAL/COMMUNITY INITIATIVES

Goal: **Preserve our community identity and volunteer spirit through partnerships with local organizations and the T'Sou-Ke Nation.**

Actions:	1. Be receptive and responsive to community groups that come forward with offers of, or request for, funding and assistance; youth, sports, arts, etc.	Ongoing; Community Grant Review Committee
	2. Implement policies and recommendations of the 2010 Official Community Plan regarding community services, including parks, recreation and culture;	After OCP 2010 adopted
	3. Review current practices and expenditures on communications with the public to look for methods of improvement;	Communication Plan under development
	4. Continue to foster the co-operative working relationship with the T'Sou-ke Nation (Memorandum of Understanding);	Ongoing
	5. Prepare for District of Sooke 10th Anniversary celebration;	December 7 th , 2009
	6. Continue to work with Spirit of BC Committee in the promotion of the District of Sooke; Spirit Square project, 2010 Olympic Torch relay, etc.;	Ongoing
	7. Through consultation and discussion with the appropriate jurisdictions, local community groups and sports organizations, develop a strategy to address the need for functional, high quality playfields for community use;	Ongoing;
	8. Complete Age-Friendly Community Plan and implement policies of the Age-Friendly Community Plan and the Measuring Up Accessibility Plan.	Incorporated into OCP
	9. Explore options for youth/senior citizens centre	Ongoing

G. SAFE AND CARING COMMUNITY

Goal: Provide appropriate protective services and other initiatives to support community wellness and improve the quality of life in the District of Sooke.

Actions:	1. Establish a Protective Services Committee to achieve a stronger working relationship with the local RCMP, emergency and fire services, and community stakeholders (safety and social issues);	Committee established December 1, 2008
	2. Update the District of Sooke Emergency Plan in consultation with the Juan de Fuca Electoral Area Emergency Committee, and maintain and practice on a regular basis the Emergency Plan.	Ongoing; partnering with Juan de Fuca Emergency Committee; establishing Emergency Social Services
	3. Continue to coordinate Bylaw Enforcement services in cooperation with the RCMP, Sooke Fire Rescue Service, VIHA and associated health agencies and property owners to develop plans, strategies and initiatives.	Ongoing
	4. Update and adopt the Fire Master Plan.	Fall 2010
	5. Create an environment in the municipal office that promotes a professional, well-equipped and innovative work force that takes pride in public service and delivers high quality and efficient municipal programs and services.	Ongoing; Tempest in place for development application process; working with CUPE.



1. Alternate Highway Route - Phased:
 - *1. 2011 - Phillips to Throup/Charter
 - *2. 2013 - Church to Otter Point
 - *3. 2014 - Otter Point to Grant/Gatewood
 - *4. Phillips Upgrade
 5. Throup/Charters to Church Upgrade
 6. Gatewood to West Coast(* Top Priority Phases)
2. Galloping Goose Connector to Town Centre
3. Sidewalk Improvement Program
4. Construct "Water View Street" and Pier
5. Boardwalk Expansion
 - Government Wharf to Ed Macgregor Boardwalk
 - Government Wharf to Prestige Hotel
6. Murray Road Stormwater Improvements



2010 “Top 15” Priority Projects

Priority	Action	Priority	Action
1.	Alternate Highway Route - Phased: *1. Phillips to Throup/Charter *2. Church to Otter Point *3. Otter Point to Grant/Gatewood *4. Phillips Upgrade 5. Throup/Charters to Church Upgrade 6. Gatewood to West Coast (* Top Priority Phases)	7.	Enhance Sooke Community Association Partnership
2.	Galloping Goose Connector to Town Centre	8.	Improve Municipal Customer Service
3.	Sewer Expansion · Kaltasin is priority #1	9.	Investigate Senior and Youth Needs
4.	Implement Town Centre Plan · Construct “Water View Street” and Pier	10.	Highway 14 Beautification
5.	Develop Climate Action Plan with T’Sou-Ke Nation · CEE Inventory · Strategies · Neutral by 2012 – Municipal Operations · 33% Reduction Community Wide by 2020	11.	Investigate Homelessness Issues
6.	Implement Affordable Housing Policy	12.	Zoning Bylaw Review
		13.	Investigate Expansion for Industrial Sites
		14.	Boardwalk Expansion · Government Wharf to Ed Macgregor Boardwalk · Government Wharf to Prestige Hotel
		15.	Municipal Centre in Town Centre



2009 Municipal Services and Operations

The following statements of departmental operations for 2009 are presented in accordance with the *Community Charter* section 98 requirements.

- Corporate Services
- Finance
- Planning
- Engineering/Approving Officer
- Fire



New Council

The year 2009 began with the introduction of our newly elected Council and the development of their 2009—2011 Strategic Plan. Corporate Services was responsible for Council orientation and ensuring that all departments worked collaboratively on Council's decisions throughout the year.

Council Committees

New Council Committees were created in 2009. The Protective Services Committee is responsible for the review of all matters referred to the Committee related to Bylaw Enforcement, Crime Prevention, Emergency Preparedness, Fires Services and RCMP operations. The Sign Bylaw Review Committee is responsible for reviewing Bylaw No. 109, *Sign Regulation Bylaw, 2003* and advising Council as to amendments to the sign bylaw. The Climate Change Action Committee will recommend to the District actions that will incorporate the principles of environmental sustainability into the workplace to reduce the environmental footprint and CO² emissions of the District of Sooke operations or spheres of influence.

Bylaws and Policies

The Corporate Services department is responsible for the drafting and ensuring legislative process in accordance with the *Community Charter* or *Local Government Act* (including adoption and maintaining) of bylaws and policies for the District of Sooke. In 2009, Council adopted 32 bylaws, including 13 zoning bylaw amendments, the *2009-2013 Financial Plan*, *Fire Protection and Services Amendment Bylaw*, *Council Procedure Bylaw* and the *Sooke Town Centre Revitalization Bylaw*. Drafting began on the *Subdivision and Development Standards Bylaw*, *Traffic and Highways Bylaw*, and the *Official Community Plan Bylaw*. Policies adopted in 2009 included the *Proclamations Policy*, *Purchasing Policy*, *Complaint and Bylaw Enforcement Policy*, and the *Community Amenity Contribution Policy*.

Grants

The Corporate Services Department coordinated the applications for several infrastructure grants in 2009. Grants are an integral part of municipal financial planning and provide funds for many capital projects. In 2009, the District applied for the following grants:

- Building Canada Fund—Boat Launch (successful)
- Building Canada Fund—Kaltasin Road Sewer Expansion Project
- Building Canada Fund—Phillips Park Project
- Building Canada Fund—Highway 14 and Collector Roads Upgrade
- Towns for Tomorrow—Sooke Town Centre Accessible Sidewalk Project (successful)
- BC Spirit Square Program (successful)

New Developments for Sooke—Public Boat Launch

In 2009, the District received development applications for Mariner's Village and Prestige Hotel. Community open houses were held by the applicants of each development. Corporate Services was responsible for bringing the bylaws and agreements to Council for approval and adoption in accordance with the Community Charter.

In 2009, the District purchased adjacent lands to the hotel property for a public boat launch facility. Under the Building Canada Fund—Communities Component, the District of Sooke was granted \$605,768.00 to build the public boat launch. The boat launch will provide a safe launching place for kayakers, sailing/long boat groups and boat owners. The new boat launch is expected to begin construction in 2010.

Records Management

In 2009, Corporate Services completed the integration of the Tempest file numbering system for land development with the SMEAD file management system. Land development (permitting) files were labeled and scanned into the SMEAD system. Staff are now using the SMEAD labeling system for tracking of all land development files. Also, the file room was re-configured to incorporate a computer work station for the SMEAD system and additional file cabinets were ordered. The implementation of a document imaging system will take place in 2010-2011.

Olympic Torch Relay

As an official route community, Sooke was proud to be a part of the Vancouver Island launch of the nation-wide Olympic Torch Relay for the 2010 Winter Games. The District of Sooke Spirit of BC Community Committee, T'Sou-ke First Nation and local schools worked hard to inspire Sooke residents to line the streets of Sooke to show the world our Olympic Spirit.

Mayor Evans officiated the welcoming ceremony portraying the history of early settlement, culture, sports and industry of Sooke. Corporate Services joined the Olympic spirit and helped coordinate the celebration and transportation to T'Sou-ke First Nation for a T-Sou-ke blessing and traditional ceremony. The celebrations were followed by a "healthy" breakfast at Edward Milne Community School.



Sooke School Student Choir

Earth Hour

On March 24, 2009, the District of Sooke participated and placed first among BC Municipalities in the Earth Hour event. Sooke joined the millions of others around the world in the global event to show it is responsible to take action on climate change. Switching off your lights is just one simple action that one can take to help make a difference and it sends a powerful message that we care about our planet.

A District of Sooke Climate Change Action committee will be in place in 2010 to incorporate the principles of environmental sustainability into the workplace to reduce the environmental footprint and CO² emissions of the District of Sooke operations or spheres of influence.



Public Information and Communications

The Corporate Services department is responsible for public communication and media relations.

The District of Sooke holds two Community Open Houses each year, once in the Fall and once in the Spring. In 2009, the Corporate Services department coordinated a Spring Community Open House in May and Town Hall Meeting in November. A Planning Open House was also held in February.

The Corporate Officer coordinates the articles and prepares a quarterly newsletter for distribution. In 2009, a newsletter was distributed in January, April and November. In an attempt to improve distribution and to reduce the use of paper, the District Quarterly Newsletter was not mailed out to residents in 2009. The newsletter is now available on the District of Sooke website, with some paper copies available at the municipal hall and other Sooke locations (SEAPARC, library, etc.). If you wish to receive a copy of the newsletter by email, please let us know at info@sooke.ca.

In 2009 the Corporate Officer coordinated and gave strategic direction to a new District of Sooke website committee. The committee will be responsible for overall improvements and updates to the website. The website received a newly designed home page and has had significant improvements made.

Several news releases were provided to the media in 2009, including emergency notifications and major planning processes. Weekly, the District publishes a Council Column in the Sooke News Mirror providing current updates and notices, along with the public meeting schedule for the upcoming week.

Canada World Youth

The District of Sooke hosted two students from the Canada World Youth Program in 2009. The students from Canada and Mozambique joined the District office for volunteering opportunities for the municipality. The students took part in assisting the Fire Department, Engineering Department and Corporate Services. It was a very positive experience for everyone.

Communities In Bloom 2009

The District of Sooke, Communities in Bloom Committee and local volunteers participated in the 2009 Communities in Bloom. The program inspires communities to enhance the visual appeal of their neighborhoods and public spaces. The judging took place in July and the judges participated in the presentation of the Communities in Bloom awards to local businesses. Congratulations to those who received the 2009 Communities in Bloom decal! This year, the District of Sooke improved its "bloom" status by one bloom for a total of 3 out of 5 blooms — and received the "Community Involvement" award!



Walks and Trails Celebration

In February, 2010, Corporate Services organized a **Walks and Trails Celebration** for members of the public and the media to walk the newly completed sidewalks under the "Towns for Tomorrow" grant and connecting trails to Sooke Parks and beaches. More than 40 people participated and enjoyed the scenic bus tour.

The Walks and Trails Celebration gave everyone an opportunity to enjoy the outdoors.

Invitation to Speak at UBCM

The Chief Administrative Officer, Evan Parliament and Director of Finance Dave Devana were invited to give a presentation at the Union of British Columbia Municipalities Conference held in Whistler, BC in September. The two addressed both government and elected officials on the District of Sooke Town Centre Revitalization

Sooke Travels

District of Sooke Council and Staff travelled to California and to China in 2009 to investigate community development styles and economic development opportunities. As a result of the California trip, design guidelines for the Town Centre are being drafted. The trip to China has afforded the municipality with interesting contacts and ideas to explore.

Staffing Changes

In 2009, several existing staff were appointed to new positions; Brian Goble became Head of Geographic Services, Bonnie Sprinkling was appointed Corporate Officer, Steve Sorensen Fire Chief, Gerald Christie, Director of Planning and Al Fontes Director of Engineering.

The District was sorry to see some staff members leave, but were happy to welcome Leah Giles, GIS Land Records Analyst, Rick McLeod, Fire Inspector, Elisabeth Nelson, Municipal Engineer/Approving Officer and Sarah Temple, General Support Clerk.

Lisa Urlacher joined the District of Metchosin for a one year position as Deputy Clerk and Tina Hansen became Council Clerk in Lisa's absence.

Other Accomplishments for 2009

- OCP Review Committee brings draft Official Community Plan to Council
- Council adopted the Municipal Arts Policy prepared by the Sooke Program of the Arts Committee
- 2009 Annual Report presented at Annual Meeting in June, 2009
- "Coffee with Council" series started
- Dinner meeting with Sooke Community Association
- Participation in the 2009 Sooke Rotary Fair



- Safe Halloween Event 2009
- Legion Veterans Road Naming Ceremonies—Caffery Place
- Sooke selected to participate in the OZONE—BC Streets project at the 2010 Olympics
- District of Sooke participated in the Spirit Festival with a float in the parade and light up of the "town" tree and boardwalk

District of Sooke 10th Anniversary

On December 7, 2009, Council, staff and members of the public celebrated the 10th Anniversary of the incorporation of the District of Sooke. The informal gathering was held in the Firefighter's lounge where everyone shared stories and viewed photos of pre-

Firefighter for a Day

In September 2009 the Sooke Volunteer Fire Department, Council and District staff took part in "Firefighter for a Day." The firefighters gave Council and staff first hand experience in a firefighter training exercise to enter a burning building and help extinguish a fire.





Finance Department 2009 Report

The year 2009 will be remembered for the world wide economic recession that affected all communities within British Columbia. In the development of the 2009 Budget it was anticipated that permit and licencing revenue would drop 53% from 2008 levels. This translated into a \$445,000 drop in permitting revenues which was equivalent to a 9.4% increase in property taxes. During the budget development process Council made the tough decisions to defer filling 4 vacant staff positions and was able to approve a budget increase of 5.97 percent. Council recognizes that a 5.97 percent increase in the *municipal portion* of property taxes is not a sustainable level but they also recognize that Sooke is in the fortunate position of having the second lowest average residential municipal property taxes in the Capital Regional District.

While the economic downturn was significant, it was not as severe for the District of Sooke as anticipated based on the following key accomplishments for the 2009:

- Building and licensing revenues were relatively strong for the year with only a 24 percent drop compared with the anticipated 53 percent decline;
- The Prestige Hotel and Conference Centre project was approved and the foundation permit was taken out in the last quarter of 2009;
- Council approved the Sooke Town Centre Stimulus Program and bylaw to encourage higher density (50 units per hectare or greater) and LEED certified residential developments, and commercial developments in the Sooke Town Centre in accordance with the approved Sooke Town Centre Plan;
- Council approved the purchase of a 1 acre property adjacent to the Prestige Hotel for a public boat launch, and the District of Sooke was successful in obtaining a \$605,000 grant to construct a public boat launch and pier;
- The Mariners Village rezone for the Church Rd South area was approved for a mix development of residential units and commercial space. It is anticipated that development permits and building permits for this project will commence in the early part of 2010;
- The District made significant progress on providing safe sidewalks in the town centre with the construction of sidewalks on Shields, Eustace, Anna Marie, and Murray roads in 2009 using a \$230,000 infrastructure grant; and
- Finally, the District is nearing completion of the BC Spirit Square at Ed MacGregor Park using a \$237,500 BC Spirit Square grant.

It is hoped in 2010 that the District can build on its accomplishments to realize the vision of the community outlined in the Sooke Town Centre Plan, Parks and Trails Master Plan, and the new Official Community Plan approved in 2010. It is through this well planned vision that the District of Sooke will ensure its financial sustainability moving forward in the years to come.

2009 Permissive 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 in 2009. (District of Sooke Bylaw Nos. 337 and 338)

CIVIC ADDRESS	LEGAL DESCRIPTION	Term of Exemption	Exemption Value
Public Worship			
Sooke Baptist Church, 7110 West Coast Road	Lot A, Plan VIP61481, Section 2&3, PID 023-142-391	Note 1	\$16,541.72
Sooke Pentecostal Church, 6851 West Coast	Lot B, Plan 18924, Section 3, PID 003-818-985	Note 1	\$2,655.62
Holy Trinity Anglican Church, 1962 Murray	Lot 3, Plan 1169, Section 3, PID 007-838-166	Note 1	\$9,767.37
Knox Presbyterian Church, 2096 Church Road	Plan 1057, Sooke Land District, PT Sec 10 containing .48	Note 1	\$3,237.42
Juan de Fuca Seventh Day Adventist Church,	Lot 1, Plan 9917, Section 15, PID 000-349-909	Note 1	\$ 837.68
Juan de Fuca Seventh Day Adventist Church,	Lot 1, Plan 9247, Section 15, PID 000-042-951	Note 1	\$1,136.79
Sooke Congregation of Jehovah's Witnesses,	Lot A, Plan VIP74513, Section 26, PID 025-527-045	Note 1	\$3,432.28
Public Parks and Recreation Purposes			
Sooke Community Hall, 2039 Shields Road	Plan 1540, Sooke Land District, Firstly: Lot W8 Sec 3	2008 - 2017	\$8,619.96
Sooke Community Association Ballpark,	Lot 2, Plan VIP59555, Section 14, Sooke Land District,	2008 - 2017	\$7,033.10
Sooke Community Association Parking Area &	Lot 1, Plan 5996, Section 14, PID 005-936-497	2008 - 2017	\$4,702.07
Sooke Community Association Parking Area &	Parcel A, Lot 2, Plan 5996, Section 14, PID 005-936-802	2008 - 2017	\$1,387.09
Sooke Community Association Parking Area &	Parcel A, Block 7, Plan 5855, Section 14, PID 005-941-	2008 - 2017	\$1,402.59
Sooke Community Association, Fred Milne	Lot 2, Plan 17066, Section 15, PID 004-132-289	2008 - 2017	\$7,260.30
Sooke Community Association Park "Sooke	Sooke Land District, Parcel F of Section 27, Except Plan	2008 - 2017	\$15,991.98
Sooke Community Association Parking Area and Ballpark, Phillips Road	Plan 7017, Sooke Land District, Lot 4, Section 73, PID 005-801-818	2008 - 2017	\$6,484.56
Sooke Lions Club Park, Murray Road	Plan 2451, Sooke Land District, Lot B, Section 3, PID 006	2008 - 2017	\$1,615.08
Summer Camp of Brownies and Girl Guides,	Sooke Land District, Parcel B of Section 45, PID 009-387	2008 - 2017	\$8,106.34
Camp Thunderbird, Glinz Lake Road	Sooke Land District, Secs 56 & 57 Sooke and Parcel A of	2008 - 2017	\$10,670.52
Camp Thunderbird, Glinz Lake Road	Block A, Section 59, PID 009-388-702	2008 - 2017	\$5,029.07
Camp Thunderbird, Glinz Lake Road	Block A, Section 60, PID 009-388-729	2008 - 2017	\$4,533.23

2009 Permissive Tax Exemptions (continued)

CIVIC ADDRESS	LEGAL DESCRIPTION	Term of Exemption	Exemption Value
Non-Profit Charitable Organizations			
St. Vincent de Paul Society, 6750 West Coast Road	Lot 2, Plan 15068, Section 3, PID 004-171-306	2008 - 2017	\$9,178.29
Queen Alexandra Foundation for Children, 2145 Townsend Road South	Lot A, Plan VIP74590, Section 10, PID 025-545-582	2008 - 2017	\$43,707.10
Maple Avenue Government Wharf	Sooke Land District, Sooke Harbour Authority on Government Wharf (water lot 193)	2008 - 2017	\$52.90
Maple Avenue Government Wharf	Lot 193, Sooke Land District, Government Wharf on Water Lot 193	2008 - 2017	\$10,518.32
Sooke Pacific #54 Branch, Royal Canadian Legion	Lot A, Plan 1540, Section 3, Portion D79952, PID 007-239-122	2008 - 2017	\$12,422.48
Sooke Elderly Citizens Society (Ayre Manor)	Lot 11, Plan 16754, Section 3, PID 004-051-050	2008 - 2017	\$49,810.88
Sooke Mount Shepherd Masonic Association	Lot 5, Plan 6365, Section 26, PID 001-646-931	2008 - 2017	\$11,707.47
Museum			
Sooke Regional Historical Society Museum, Phillips Road	Lot B, Plan VIP69170, Section 73, PID 024-548-031	2008 - 2017	\$25,154.80
TOTAL			\$282,997.50
Note 1: The term of the exemption is indefinite as long as the property is used for public worship purposes as per the Community Charter.			



Planning Department 2009 Report

Planning Staff

In the outset of 2009, Gerald Christie was promoted to the role of Director of Planning. District Planners Tara Johnson and Katherine Lesyshen obtained their professional designations and Full Membership in the Canadian Institute of Planners and the Planning Institute of British Columbia.

2009: Long-Range Planning

The District finalized and continued to work on numerous long-range planning documents in 2009. The following is a brief summary of planning initiatives that took place.

- ***Parks & Trails Master Plan***

The Parks and Trails Master Plan was initiated in the spring of 2008 with the intent of developing a strategy to guide future decisions for parks, trails and greenways in Sooke, while identifying opportunities and priorities for acquisition and expansion of the parks and trails system. This plan will assist the District in prioritizing needs for parks and trails for many years, and was adopted by Council in March 2009.

- ***Town Centre Plan***

The Town Centre Plan, based on input from the community, outlines the land uses, urban design standards, street network, and provides a strategic concept for developing our town centre. The Town Centre Plan contains development standards that will provide the necessary infrastructure and amenities to achieve the streetscapes desired in the plan. The Town Centre Plan was adopted by Council in June 2009.



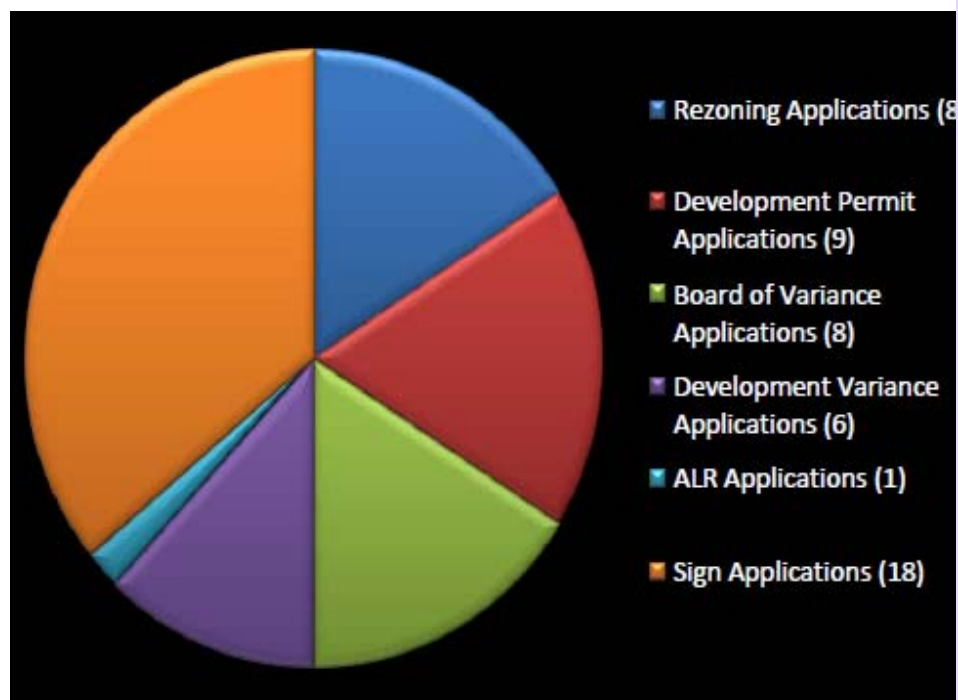
Town Centre Plan

- ***The Official Community Plan (OCP)***

Throughout 2009 several drafts of the OCP were vetted through the OCP Review Committee, Council and the public. This consultation and review resulted in Draft #5 being presented to residents at the Town Hall Meeting in November and approved for 1st Reading by Council in December. Next steps included further public consultation, referrals to external agencies, a public hearing and adoption of the OCP early in the new year. Once the OCP is adopted by Council, Planning staff will begin the task of a full review of the Zoning Bylaw in order that it be in compliance with the vision of the OCP.

Current Planning

The following is a brief summary of current planning in 2009.



Notable Rezoning Projects

- Council Approved the zoning for **Mariner's Village** Comprehensive Development Zone in June 2009. This is the first large development project in Sooke's Town Centre and will include a mix of commercial space, residential units, a public boardwalk and wharf, trail system and a medical building.
- Council approved the Rezoning and Development Permit to construct a **122 room Hotel and Conference Centre** on West Coast Road in October 2009; the first development of its kind in Sooke.

Development Activity

Despite the recession, 2009 was an active year for development applications for the Planning Department. The department received eight (8) new Rezoning/OCP Amendment applications, nine (9) Development Permit applications, eighteen (18) Sign Permit applications, eight (8) Board of Variance Applications, six (6) Development Variance Permit applications, and one (1) Agricultural Land Reserve application.

Staff also worked on numerous files that were carried over from previous years including nineteen (19) Rezoning files, three (3) Development Permit files and several Land/Water Referrals.

Development Application fees in 2009 came to a total of \$116, 235, with an increase in revenues over last year.

DEVELOPMENT APPLICATION FEES	2008	2009
Rezoning & Public Hearing Fees	\$64,142	\$57,616
Development Permit Fees	\$34,084	\$48,069
Development Variance Permit Fees	\$2,250	\$7,700
Board of Variance Fees	\$1,000	\$2,000
Sign Permit Fees	\$685	\$550
ALR Application Fees	\$900	\$300
Total	\$103,061	\$116,235

Projects and Policies

• ***Sooke Spirit Square Design***

The District of Sooke was granted funds to improve an outdoor public meeting/celebration space for Sooke's BC Spirit Square at Ed Macgregor Park in 2009.

The contract for the design, project management, and design implementation for the Spirit Square project was awarded to Gemella Design Inc by Council in March, 2009, and the concept design for the Spirit Square was accepted by Council in June 2009. Construction was contracted to Agius Builders Inc, which began in Ed Macgregor Park in early November, 2009 and is expected to be completed early 2010.

The following are specific design elements that will be added to Ed Macgregor Park under this project to make it Sooke's Spirit Square:

- Stage area for performances and ceremonies in all seasons;
- Installation of an accessible washroom facility;
- Use of onsite stormwater management techniques to control and decrease runoff, erosion control;
- Lighting.

• ***Community Amenity Contribution Policy, 2009***

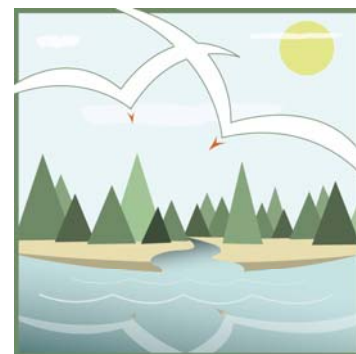
In June 2009, Staff presented Council with a Community Amenity Contribution Policy, which applies to the rezoning of residential properties in the District of Sooke. Residential units outside of the Town Centre pay a full amenity contribution, while properties within the Town Centre pay half of the required contribution. The intent of the policy is to obtain funds that contribute towards the development of amenities throughout the community, while providing incentives to development property within the Town Centre.

• ***Legal Agreements***

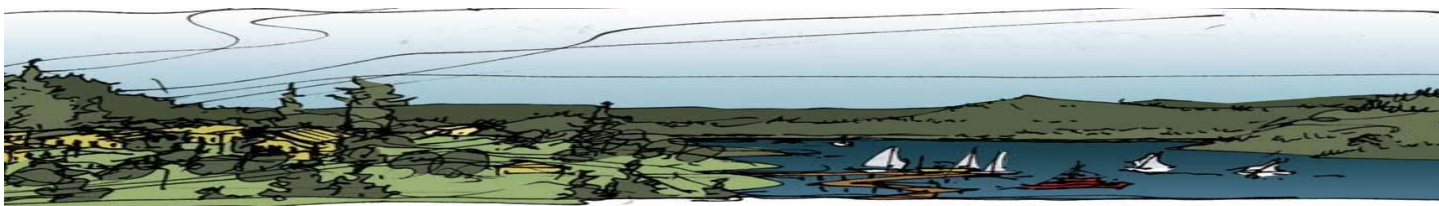
Two key legal documents were developed by the Planning Department in 2009 that address affordable housing and amenity contributions. A Housing Agreement and Eligibility Criteria was developed as a way to secure affordable housing units, negotiated at the time of rezoning, when residential units. The Phased Development Agreement is a tool that was developed to secure amenities in accordance with the *Community Amenity Contribution Policy, 2009*.

• ***Various Text Amendments to the Sooke Zoning Bylaw***

Throughout the year staff brought forward numerous text amendments to the Sooke Zoning Bylaw for Council's consideration. Some of these text amendments include new and amended definitions, clarification on suites, tent lot density, etc. The amendments also clarified a number of minor inconsistencies to ensure the intent of the Zoning Bylaw is met.



Sooke Spirit
Square



- ***Sunriver Allotment Garden***

Planning staff have been engaging the Food Community Health Initiative (CHI) and liaising with the Agricultural Land Commission in the development of the Sunriver Allotment Garden. Although 2009 was a preliminary year in planning for the garden, staff are hopeful that some garden plots will be available to members of the public in 2010.



Community Gardening is becoming a popular pastime and is a great way to meet your neighbors!

- ***Municipal Arts Program Policy, 2009***

Staff worked with the Sooke Program of the Arts in developing a Municipal Arts Program Policy, which was adopted by Council in October 2009. The policy will provide a framework for the acquisition, placement, management, protection and care of public art, while aesthetically enhancing Sooke's public spaces, enriching the cultural life of the community, and improving visibility of art and local artists.

- ***Development Permit Delegation Bylaw***

In order to meet Council's objective of streamlining the development permit process, Council delegated authority to the CAO or Director of Planning to consider the following types of development permits:

- a. Any residential developments of 25 units or less;
- b. Commercial, industrial or institutional development with 2500m² or less of gross floor area;
- c. Development permits required for the subdivision or alteration of land or construction of, addition to or alteration of a building or structure; and
- d. Amendments to existing development permits that do not exceed the authority granted in parts a, b, or c.

- ***Development Procedures Bylaw and Policy Amendment***

Amendments to the Development Application Procedure Bylaw and Policy were completed by including a section pertaining to the Board of Variance (BOV). The changes to the Bylaw and Policy assisted staff with BOV applications, and streamlined the application process.

- ***Research***

A significant amount of staff time was designated in 2009 in researching best practices and providing information to Council regarding land use matters. Several detailed reports were submitted for Council's information on the following topics: appropriate location and lot sizes for duplexes; legalizing and enforcing suites; density; and affordable housing.



The Engineering Department is responsible for the planning, design, construction and maintenance of the Municipality's infrastructure as well as parks, green spaces and the trail network. Engineering, working closely with both the Planning and Building Departments, ensures that all development follows the Municipality's Master Plans and Subdivision and Development Standards Bylaw, and all amendments, while at the same time making sure that good engineering practices are followed.

This department also oversees the subdivision application process and reviewed an average of 60 active subdivision applications at any one time during 2009.

The department started working on updating the Subdivision and Development Standards Bylaw in 2009 and hopes to introduce the draft in early 2010 for review.

September saw the addition of Elisabeth Nelson, P.Eng. as Municipal Engineer/Approving Officer. With over 20 years of subdivision experience, Ms. Nelson brings a wealth of knowledge to the District and many exciting ideas for improving processes.

The entire engineering department was present at the District's fall open house to provide the public with information on the LWMP, Transportation Master Plan, subdivision process, park and road closure processes, and to answer any questions the public posed.

Environment—Highlights

Liquid Waste Management Plans (LWMP)

The Rainwater and Sanitary Sewer components of the LWMP have been completed. The next step will be to submit the report for Provincial approval. The completion of this plan will make it the first of its kind in British Columbia.

Toxic Round-up

In cooperation with the CRD, EPCOR, Get-a-Bin and Sooke Disposal, the Toxic Round-up event in April 2009 raised awareness of household hazardous waste and the damage it can cause to the biological processes at the treatment plant as well as their effect on the health of the freshwater and marine ecosystems. Over 1500 kg of paint and 2-60 gallon drums of pesticides were recycled.

Pitch-In and Shoreline Clean-up

Volunteer groups made the annual clean-up events a huge success, working to ensure that our streets and shorelines are clean.

Rainwater Management

A comprehensive review of rainwater collection systems at Nott Brook, Throup Stream, Wright Road Creek, and the adjacent foreshore lands is underway. These plans will focus on the protection of property from flooding and erosion; preservation and restoration of environmental quality and natural systems and the integration of rainwater management into land uses and development.



Spill Response Training

A spill response and reporting workshop was held in June. The topics included ecological effects of spills and what to do in the event of a spill.

Infrastructure—New Construction

Church Road

The Church Road upgrades between Rhodonite Drive and Felderhoff Road were completed. This project added another section of sidewalk to Church Road, as well as streetlights. Most importantly it improved sightlines by lowering the road through this intersection.



BC Transit Park and Ride

Although not a District Project the Park and Ride was officially opened in January 2010 to enable more use of alternative transportation. Upgrades are planned for several District bus stops in 2010.

Accessible Sidewalks

Residents have indicated that one of the most pressing needs in our community is the construction of sidewalks. The completion of the Murray Road sidewalk, which links the new Spirit Square and boardwalk with downtown Sooke is one example of the ways the District is working to improve pedestrian linkages in the community. The construction of sidewalks on Eustace Road and Shields Road links the Ayre Manor seniors complex with downtown businesses.



Maintenance and Operations—Highlights

Improved Pedestrian Safety

The engineering department has posted reduced speed limits on Rhodonite Drive, Grant Road and Sunriver Way in an effort to slow down drivers and improve pedestrian safety. Also installed are numerous crosswalk signs at intersections and trail crossings as well as “children playing ” signs at several park locations.

Maintenance Contract

Staff have been working closely with the road maintenance contractor to ensure roadways and drainage systems are maintained or improved as necessary. In an effort to improve the level of service, regular monthly inspections will commence in 2010.

The District continues to improve lighting with additions of both hydro pole and ornamental lighting. Response times have greatly improved with the implementation of the hydro online Street Light Information Management System (SLIM) program and regular night time inspections by staff.

Parks and Trails—Maintenance and Operations

Maintenance Contracts

Staff continued to work with the parks and maintenance contractors in an effort to improve the level of service and ensure safety for the parks and trails users.

Bear Smart

To reduce the number of human-bear interactions and to further enhance the enjoyment of District parks by users, two additional bear proof garbage containers were installed at the Boardwalk. These are in addition to the four existing bear proof garbage containers at Whiffin Spit and the one existing at Sooke Bluff’s Park.

Lighting the Boardwalk and Accessible Walkway

A pilot project was started for solar lighting on the boardwalk and accessible walkway. Solar powered units with motion sensors were installed to determine the best lighting strategy for the site. Solar lighting is a green initiative!



Tourist Information Parking

The parking lot and the Sooke Rotary's Tourist Information sign at the Welcome to Sooke Sign at Sooke Road and Phillips Road received a facelift this year.



Parks and Trails—New Construction



Spirit Square

Ed Macgregor Park has become a focal point that people will identify with as a gathering place in the town. Spirit Square is progressing nicely with completion anticipated in early 2010. Specific design elements that are being added to the park include:

- All season performance area
- Installation of an accessible washroom facility; and
- Lighting and electrical upgrades

The addition of the sidewalk on **Murray Road** connects the eastern corner of the Spirit Square to Ed Macgregor Park, and all of its components, from the downtown core. The Murray Road portion of the project comes complete with public art work and interpretive signage.

Broomhill Park

A new washroom facility was constructed at the park with completion anticipated in early 2010. Murals on the washroom, electrical boxes and backstop have brightened the area for the families enjoying the park.

Welcome to Sooke Signage

The "Welcome to Sooke" sign at Sooke Road and Phillips Road was replaced this year. A 2 meter by 3 meter rock now welcomes visitors to Sooke.



The District of Sooke Approving Officers are responsible for the processing, review and approval of a variety of subdivision plans. These include:

- Fee Simple
- Bare Land Strata
- Phased Strata, and
- Boundary Adjustments

The goal of this function of the Engineering Department is to work with applicants and their consultants to ensure projects are completed in a timely manner while at the same time ensuring proposed projects meet the requirements of local bylaws and all other regulations.

Highlights

Even though challenges felt with the downturn in the global economic climate have affected developers working on projects within the District, Sooke still appeared to be sheltered somewhat from any sudden decrease in interest in developing.

While some communities may have seen developers hold off on finalizing subdivision projects until the financial climate improved, many developers in Sooke opted to push forward and have their lots registered and ready for sale.

Statistics for 2009 reflect the final approval and registration of 23 subdivision plans plus four phased strata plans (multi-family developments). This translates into a 35% increase in subdivision approvals between 2008 and 2009.

Major Subdivisions Approved

Of the 23 subdivision plans approved in 2009, some examples of larger registrations include:

- Sunriver Estates - 18 new lots registered in Phase 4A (Watling Way);
- Church Hill Meadows – 18 new lots on Steeple Chase;
- Erinan – 63 new lots off Erinan Drive;
- Stone Ridge Estates – 25 new lots off Maple Avenue North.

Approving Officer—Other Activities

In addition to the daily processing of subdivision applications and assisting the public, property owners, developers and consultants to work through the subdivision process, the following other projects were also undertaken by this portion of the Engineering Department.

Tempest

Continued set-up and custom design of the new municipal permitting software to meet the requirements of our application processes.

Public Education Materials

Refining and production of two subdivision-related brochures, one for the subdivision process and another for the phased strata process.

Church Road Improvements

The recently completed Church Road Development Cost Charge project was the result of a subdivision requirement. Staff worked with the Director of Engineering to ensure the project was completed on time and on budget. Specific calculations were required for the completion of the project, including the cost of the subdivision-required construction as well as the additional lowering of Church Road and DCC credits to be applied toward future phases of construction. The completion of this project marks the District's first Road DCC project.

Phased Strata Title Project Approvals

In order for a strata development (for example, townhouses) to be completed and registered in phases, the applicant must obtain the approval of the Approving Officer for the layout. Staff worked with various developers and their legal representatives in 2009 to ensure these approvals were in place prior to presentation of the final plan of subdivision for approval.

Park and Road Closures

This part of the Engineering Department works on all park and road closure applications presented to the District. This involves liaising with applicants, surveyors, the public, other District departments and Council. To assist in communicating the park closure process to the public, staff prepared brochures to share this important information with the community. These brochures are available on the website.

Subdivision Statistics 2009

Subdivision Applications Received

	2009	2008	2007	2006
Subdivisions	18	19	24	29
Subdivisions Completed in 2009				
PLAN NUMBER	ADDRESS	PLAN TYPE	DATE REGISTERED	# OF NEW LOTS
VIP87411	Watling Way Sunriver Phase 4A	Subdivision	17/11/2009	18
VIP87378	6550 Grant Rd E./2145 Banford	Subdivision	04/11/2009	2
VIP87349	6519 Country Road	Subdivision	29/10/2009	2
VIP87159	1940 Maple Ave. Patterson	Subdivision	23/09/2009	5
VIP87097	1924 Maple/Tominny	Subdivision	02/09/2009	4
VIP87053	2756 Sooke River Rd.	Subdivision	21/08/2009	1
VIP86994	Steeple Chase	Subdivision	07/08/2009	18
VIP86959	West Coast Road - Erinan Phase 1	Subdivision	30/07/2009	63
VIP86821	Soule Road	Subdivision	25/06/2009	1
VIP86791	5119 Sooke Road	Subdivision	22/06/2009	1
VIP86661	Phillips Rd. - Riversedge Estates	Subdivision	21/05/2009	11
VIP86648	1869 Tominny	Subdivision	15/05/2009	5
VIP86619	Caffery Place	Subdivision	08/05/2009	21
VIP86617	2329 Galena	Subdivision	07/05/2009	1
VIP86600	Lanark/Dover Boundary Adjustment	Subdivision	01/05/2009	0
VIP86448	Govenlock CP	Subdivision	25/03/2009	1
VIP86360	Tominny/West Coast CP	Subdivision	02/03/2009	1
VIP86227	Sunriver Phase 4C	Subdivision	29/01/2009	4
VIP86220	Kirby/Dixon Boundary Adjustment	Subdivision	29/01/2009	0
VIP87467	1680 Connie Road	Subdivision	02/12/2009	1
Registration Pending	Townsend - Common Property	Subdivision	Approved 09/04/09	1
VIP87480	6911 Larkspur - Common Property	Subdivision	07/12/2009	1
Registration Pending	2260 Maple Ave. North	Subdivision	Approved 12/18/09	25
Total Lots Created 2009				187
Total Lots Created 2008				123

Subdivision Statistics 2009 (continued)

Phased Strata Approvals				
PLAN NUM-	ADDRESS	PLAN TYPE	DATE REGISTERED	# of UNITS
VIS6844	6838 Grant (Draye Heights Phase	Phased Building Strata	20/08/2009	8
VIS6811	6800 Grant Rd - Phase 1	Phased Building Strata	23/06/2009	8
VIS6674 PH2	Sunriver - The Pointe Phase 2	Phased Building Strata	04/06/2009	8
VIS6601	Aldercreek Estates (Arranwood	Phased Building Strata	23/11/2009	6
			Total Units Created	30
Total Units Created				31
Fees Collected				
	2009	2008	2007	2006
	Approx. Fees*	Approx. Fees*	Approx. Fees*	Approx. Fees*
Subdivision	\$90,700.00	\$76,450.00	\$82,134.00	\$60,300.00
* Subdivision fees include application fees, drawing review fees and final approval fees				
District of Sooke Development Cost Charges				
Collected at Final Subdivision Approval- approximate				
DCC	2009	2008	2007	2006
Wastewater	\$ 143,137.96	\$ 112,247.72	\$34,537.76	\$112,247.72
Roads	\$ 418,808.28	\$ 314,022.80	\$358,524.77	\$231,613.67
Total	\$ 561,946.24	\$ 426,270.52	\$393,062.53	\$343,861.39



I am very pleased to present my first annual report as Fire Chief of *Sooke Fire Rescue Services*. There are certainly many challenges to this position; however with the support of the volunteers and career staff, we are meeting these head on. We have rebuilt relationships with local fire departments, now having quarterly area fire chief meetings to discuss common problems. We are working with the Juan de Fuca Search and Rescue on joint training programs that benefit both organizations. We have also started work on a joint Sooke/Juan de Fuca Emergency Program that will enable us to all work together and support each others communities in time of disaster or crisis. We have approximately twenty new volunteers who have begun training as members of Sooke's Emergency Social Services Program (ESS).

Steve Sorensen, Fire Chief

Fire Department—Highlights

The 2009 year seems the busiest year on record for the members of the Sooke Fire Rescue Service. With over 850 calls for service (99 more than 2008), crews had some exciting moments. The year started with a bang when heavy rains caused numerous flooding issues. Many of the firefighters were up most of the night filling and placing sandbags around the community, trying to stop the flow of water from entering people's homes. Several structure fires and a spectacular boat fire in the Sooke Harbour added to the drama.

A number of serious fires occurred throughout the year, several of these being arson related. This included several abandoned buildings being set on fire. This is a list of the more serious arson related fires that occurred this past year:

- An abandoned house on Townsend Road was fully involved on arrival.
- An old couch left on the side of the road was set on fire. This spread to an adjacent tree and hydro pole causing significant damage to the pole, hydro, telephone and cablevision lines.
- Three buildings on one property on Grant Rd were set on fire at different times through the year. This included a small garage/suite, a mobile home and a shipping container filled with tools.
- A log home on the T'Souke Reserve was set on fire causing approximately \$100,000.00 in damage.
- A car was set on fire in a driveway.
- The Florence Filberg was set on fire in Sooke Harbour. While no attempt was made to extinguish the fire, crews were up all night placing spill containment booms around the burning vessel. Two persons were arrested and charged with setting the fire.

Aside from arson fires, there were several other working fires including a fully involved house fire on Carpenter Road in Otter Point that required mutual aid attendance from Sooke. The rapidly spreading fire sent embers and sparks through the neighbouring forested areas, much of which was in the District of Sooke. Several spot fires began as a result. Crews worked through the night to keep it under control.

Other serious fires included a mobile home on Kaltasin Road where the kitchen and living room were heavily damaged due to a pot left on the stove. A curling iron left plugged in set a bed on fire. Quick action by the occupants using several cans of Pepsi prevented it from spreading. A kitchen fire at a new home in Sun River caused some significant damage to the cabinets and appliances. A major fire was averted at Mom's Café when a construction crew noticed smoke coming from the trailer on the property. A fire was discovered burning in the walls and floor and was quickly extinguished. An electrical short circuit was blamed. Another kitchen fire at a home on Sooke Rd caused extensive damage to the kitchen with smoke damage throughout the home. Another unattended pot on the stove was the cause. A total of twelve chimney fires were attended to. The use of the ladder truck at these types of incidents has certainly made it safer and easier for firefighters.



Sooke Firefighters at work at scene of a motor vehicle incident.

New equipment purchases through the year included a used ambulance for the first responder program. This has worked out extremely well. Two complete sets of "Jaws of Life" were acquired this year to replace the old and outdated sets we had. As a result of a special promotional program, we received 2 sets for the price of 1. These were used twice this past year in motor vehicle extrication incidents.

SOOKE FIRE RESCUE – ANNUAL RESPONSE COMPARISON 1999 - 2009

Type of Call	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	11 yr TOTAL
Fires - All types	63	65	60	53	60	58	44	33	38	47	57	578
MVI & Rescue*	35	58	54	52	58	75	79	80	74	71	65	701
Complaints all types	53	75	79	99	108	105	99	133	225	221	292	1489
Haz Mat	17	25	23	23	36	33	34	60	23	23	47	344
Medical Aid	89	191	184	150	183	238	266	306	310	313	315	2545
False Alarm	37	41	21	38	68	76	58	78	79	56	43	595
Other **	0	3	11	7	9	13	28	24	32	21	32	180
Total	294	458	432	422	522	598	608	714	781	752	851	6432

*MVI - Motor Vehicle Incident

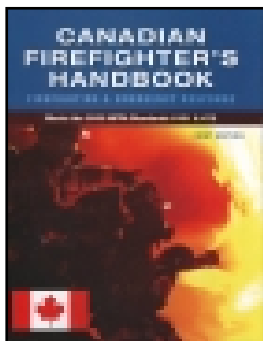
** Other – Police assistance, investigations (nothing found)

APPARATUS and EQUIPMENT

All of the apparatus and equipment is in good mechanical shape and have passed all of their required tests. Automatic tire chains were installed on the two front line engines with plans to have this placed on two more trucks in 2010. Engine 204, the 1985 Mack is now in the last year of its life as Fire Underwriters will not recognize apparatus more than 25 years old in their insurance grading system. We are working with the Finance Department on the best way to budget for and replace this unit.

TRAINING

Captain Matt Barney has been very active in the training program this year. Several of the firefighters have completed their firefighter level 1 and 2 courses and are now certified in those areas. We hosted a hazardous materials training course at which several Sooke Firefighters were qualified to the Operations Level. Some members also participated in a Strategy and Tactics course in Langford. Sooke Fire Rescue was fortunate in receiving a grant for an on line firefighter training program. Approximately 15 firefighters took advantage of this program and completed a total of 75 on line courses.



After an aggressive recruiting drive, twelve new volunteers began training in September. All of these new firefighters along with many of the current firefighters, some District Staff and Council members were very fortunate in that we were able to conduct live fire training in three acquired homes on the Prestige Hotel site. This training proved invaluable to the membership. A total of 3858 hours of training was completed by the volunteer firefighters and officers this past year and we are now at a full compliment of 45 firefighters and 5 public educators.

Public Education and Community Events

This small group along with help from the firefighters participated in many events throughout the year including:

- 169 persons attended 14 different fire extinguisher training sessions plus an additional 750 students participated at the annual Western Communities Fire Expo;
- Members participated in over 800 hours of training and public education events and activities. Public Education members participated in another 112 hours of ESS training;
- A total of 28 safety presentations were made in the community covering all aspects and age groups from new Moms attending CASA programs to seniors and staff at Ayre Manor;
- Twelve fire station tours were conducted for preschool groups;



**Sooke Fire
Rescue's
Public Educa-
tion Trailer
with new
graphics ap-
plied.**

- The fire department's inflatable bounce house was used at a number of events throughout the community. This has been such an effective tool at drawing in an audience to our events that we have purchased two more fire safety related inflatables. We also had the public education trailer detailed with an incredible graphics package to highlight fire and life safety programs. Eagle Signs, a local graphics company completed all the work.

In addition, members of Sooke Fire Rescue Service participated in many community events including:

- ◇ The Subaru International Triathlon
- ◇ The Lions Chili Challenge
- ◇ The Olympic Torch Relay
- ◇ Installation of new lights on the Sooke Christmas Tree
- ◇ Sooke Santa Run and Fill-a-Fire Truck events for the Food Bank
- ◇ The Sooke Rotary Fair
- ◇ District of Sooke Open Houses
- ◇ The Western Communities Fire Expo
- ◇ The Western Communities Emergency Preparedness Fair
- ◇ Repair and assistance of the new Welcome to Sooke Signs
- ◇ Construction of staircase from Municipal Parking lot to John Phillips Park

Thanks to community and business support and fund raising efforts, the public education division was able to conduct many of these events. In addition, through sponsorship of Wild Rocks Interiors and Prestige Hotels, we were able to install a fire safety graphics package on our fire prevention trailer.

Sooke Fire Rescue Service was honoured when two articles written by Chief Steve Sorensen and a third written with the assistance of Nikki Lewers were featured as the opening segments in three chapters of the new Canadian Firefighters Handbook. Titled "Street Stories" the three articles were on Fire Cause Determination, Prevention and Public Education and Hazardous Materials Recognition.

Fire Code Enforcement and Inspections

As of last August, Assistant Chief Rick McLeod has taken on the role of fire inspector. In addition to taking several courses related to fire inspection, he has completed many of the business inspections. With the introduction of business licenses to home based businesses, this has created many more properties that must be visited and inspected for code compliance and safety issues. With all of the new development and rezoning this past year, the fire department has been very busy reviewing plans and providing fire safety referrals as these applications proceed through the system.

Annual Inspection Report - Yearly Comparison 1999 - 2009

ACTIVITY	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
FIRE INVESTIGATIONS	14	22	38	19	26	18	16	15	16	26	34
Daycare / Schools	23	12	6	15	9	13	9	20	8	19	13
MULTI-FAMILY	14	11	15	10	6	10	12	16	8	8	6
BUSINESS	68	87	59	67	42	36	83	106	87	50	103
PUBLIC ASSEMBLY	36	18	25	19	7	11	17	35	34	35	19
HOME BASED BUSI- NESS											34
MISCELLANEOUS	18	62	8	21	15	2	1	6	0	0	8
RE-INSPECTION	19	11	11	35	20	5	6	10	2	7	10
OIL BURNER / OIL TANK	N/A	N/A	19	22	33	40	45	32	39	31	10
CLASS A BURNING PERMIT SITE INSPECTIONS	N/A	N/A	N/A	N/A	17	12	7	12	12	N/A	1
CONSTRUCTION INSPECTION	N/A	N/A	N/A	N/A	24	16	9	9	43	27	15
TOTAL INSPECTIONS	178	233	144	189	173	161	189	246	233	177	219
PLAN REVIEWS – BUILDING	17	32	11	21	15	3	3	22	27	13	8
SUBDIVISION / ZONING	N/A	N/A	N/A	N/A	N/A	30	39	29	62	31	33
TOTAL INSPECTIONS & PLAN REVIEWS COM- BINED	195	265	155	210	192	194	231	297	322	221	260

Declaration and Identification of Disqualified Council Members

Nothing to report.



Community Participation in Your Local Government

Local government provides many opportunities for its citizens to participate in the planning and management of their own community. A citizen may:

- ◇ Run for Mayor or Councillor
- ◇ Vote at general elections or public approval opportunities
- ◇ Participate in public consultations or hearings
- ◇ Attend Council or Committee/Commission meetings
- ◇ Volunteer for a Committee or Commission

As a citizen of the District of Sooke, you may at any time make your views known. It is usually best to begin with contacting the appropriate municipal department or staff person, but citizens may also present their views to Council in writing or in person at a Council meeting.

In order to appear before Council as a delegation at a Council Meeting, you need to submit a written request to the Corporate Officer by 4:30 pm on the Tuesday before the scheduled Council Meeting. The request can either be by way of a form (available on the District website) or a separate letter that you have written which contains the information requested on this form. You can submit your request in person, by mail or by fax at 250-642-0541.

If you wish to make a presentation to Council or let Council know how you feel about an issue, please contact the Corporate Officer.

Consolidated Financial Statements of

DISTRICT OF SOOKE

Year ended December 31, 2009

DISTRICT OF SOOKE

Consolidated Financial Statements

Year ended December 31, 2009

Financial Statements

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MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The accompanying consolidated financial statements of District of Sooke (the "District") are the responsibility of management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Canadian Institute of Chartered Accountants. A summary of the significant accounting policies are described in note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the District. The accompanying Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the District's consolidated financial statements.

Chief Administrative Officer

Acting Director of Finance



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

Telephone (250) 480-3500
Fax (250) 480-3539
Internet www.kpmg.ca

AUDITORS' REPORT

To the Mayor and Councillors of District of Sooke

We have audited the consolidated statement of financial position of District of Sooke as at December 31, 2009 and the consolidated statements of operations, change in net debt and cash flows 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, 2009 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Chartered Accountants

Victoria, Canada

April 30, 2010

KPMG LLP is a Canadian limited liability partnership and a member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. KPMG Canada provides services to KPMG LLP.

DISTRICT OF SOOKE

Consolidated Statement of Financial Position

December 31, 2009, with comparative figures for 2008

	2009	2008
		(Restated - note 2)
Financial assets:		
Cash and short-term investments (note 3)	\$ 7,121,517	\$ 6,567,228
Property taxes receivable	831,435	1,006,618
Accounts receivable (note 4)	276,516	573,145
Other assets	106,079	103,140
	8,335,547	8,250,131
Financial liabilities:		
Accounts payable and accrued liabilities (note 5)	1,843,823	1,744,422
Deposits	486,386	609,364
Deferred revenue (note 6)	2,978,600	2,391,804
Employee benefit obligations (note 7)	94,861	76,191
Long-term liabilities (note 8)	8,962,846	9,353,527
Obligations under capital leases (note 8)	389,688	497,818
	14,756,204	14,673,126
Net debt	(6,420,657)	(6,422,995)
Non-financial assets:		
Tangible capital assets (note 9)	85,480,625	80,889,169
Prepaid expenses	35,125	51,574
	85,515,750	80,940,743
Accumulated surplus (note 10)	\$ 79,095,093	\$ 74,517,748

Commitments and contingent liabilities (note 12)

The accompanying notes are an integral part of these consolidated financial statements.

Treasurer

DISTRICT OF SOOKE

Consolidated Statement of Operations

Year ended December 31, 2009, with comparative figures for 2008

	Budget	2009	2008
	(unaudited - note 13)		(Restated - note 2)
Revenue:			
Net taxes available for municipal purposes (note 11)	\$ 5,349,865	\$ 5,374,901	\$ 4,809,220
Sales and user fees	42,459	67,941	93,975
Government transfers and grants	1,554,786	1,590,093	981,435
Investment income	99,014	51,241	178,699
Penalties and fines	135,000	133,457	153,432
Licenses and permits	392,272	628,055	743,140
Lease and rental	36,858	21,636	20,120
Donations and contributions	-	4,706,675	3,556,707
Developer cost charges	292,000	293,435	-
Sewer operating revenue	1,356,995	1,325,175	1,265,991
Casino revenue sharing	300,900	252,439	270,161
Total revenue	9,560,149	14,445,048	12,072,880
Expenses:			
General government	1,545,973	1,767,314	1,616,206
Protective services	2,161,040	2,364,754	2,335,873
Engineering	1,098,991	2,627,566	2,517,606
Recreation and culture	683,423	838,098	413,147
Planning and development	649,445	602,023	793,990
Sewer	1,062,928	1,667,948	1,563,604
Total expenses	7,201,800	9,867,703	9,240,426
Annual surplus	2,358,349	4,577,345	2,832,454
Accumulated surplus, beginning of year	74,517,748	74,517,748	71,685,294
Accumulated surplus, end of year	\$ 76,876,097	\$ 79,095,093	\$ 74,517,748

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF SOOKE

Consolidated Statement of Change in Net Debt

Year ended December 31, 2009, with comparative figures for 2008

	Budget	2009	2008
	(unaudited - note 13)		(Restated - note 2)
Annual surplus	\$ 2,358,349	\$ 4,577,345	\$ 2,832,454
Acquisition of tangible capital assets	(2,298,994)	(7,049,210)	(5,455,607)
Amortization of tangible capital assets	-	2,431,321	2,290,627
Loss on sale of tangible capital assets	-	26,433	134,847
	(2,298,994)	(4,591,456)	(3,030,133)
Use of prepaid expenses	-	16,449	(3,836)
Change in net financial assets (debt)	59,355	2,338	(201,515)
Net debt, beginning of year	(6,422,995)	(6,422,995)	(6,221,480)
Net debt, end of year	\$ (6,363,640)	\$ (6,420,657)	\$ (6,422,995)

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF SOOKE

Consolidated Statement of Cash Flows

Year ended December 31, 2009, with comparative figures for 2008

	2009	2008
		(Restated - note 2)
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 4,577,345	\$ 2,832,454
Items not involving cash:		
Amortization of tangible capital assets	2,431,321	2,290,627
Loss (gain) on disposal of tangible capital assets	26,433	(134,847)
Developer contributions of tangible capital assets	(4,655,025)	(3,544,556)
Actuarial adjustment on debt	(28,124)	(11,731)
Change in non-cash operating assets and liabilities:		
Taxes receivable	175,183	(294,273)
Accounts receivable	296,629	178,525
Other assets	(2,939)	(4,156)
Accounts payable and accrued liabilities	99,401	514,233
Deposits	(122,978)	385,440
Employee benefit obligations	18,670	(1,844)
Deferred revenue	586,796	591,085
Prepaid expenses	16,449	(3,836)
	3,419,161	3,066,815
Capital activities:		
Acquisition of tangible capital assets	(2,394,185)	(1,911,051)
Financing activities:		
Decrease in obligations under capital lease	(108,130)	(87,965)
Debt repaid	(362,557)	(362,556)
	(470,687)	(450,521)
Increase in cash	554,289	705,243
Cash and short-term investments, beginning of year	6,567,228	5,861,985
Cash and short-term investments, end of year	\$ 7,121,517	\$ 6,567,228

The accompanying notes are an integral part of these consolidated financial statements.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements

Year ended December 31, 2009

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 Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants. Significant accounting policies adopted by the District are as follows:

(a) Reporting entity:

The consolidated financial statements include a combination of all the assets, liabilities, accumulated surplus, revenues and expenses of all of the District's activities and funds. Inter-departmental balances and organizational transactions have been eliminated.

(i) Consolidated entities

The District does not control any significant external entities and accordingly no entities have been consolidated with the financial statements.

(b) Basis of accounting:

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

(c) Government transfers:

Government transfers are recognized in the financial statements 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. Transfers received for which expenses are not yet incurred are included in deferred revenue.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

1. Significant accounting policies (continued):

(d) Deferred revenue:

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed, or the tangible capital assets are acquired.

(e) Investment income:

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(f) Investments:

Investments are recorded at cost. Investments in the Municipal Finance Authority of British Columbia ("MFA") Bond, Intermediate and Money Market Funds are recorded at cost plus earnings reinvested in the funds.

(g) Long-term debt:

Long-term debt is recorded net of related sinking fund balances.

(h) Employee future benefits:

- (i) 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 obligations under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

- (ii) The costs of multi-employer defined contribution pension plan benefits, such as the Municipal Pension Plan, are the employer's contributions due to the plan in the period.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

1. Significant accounting policies (continued):

(i) Non-financial capital assets:

Non financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful life - years
Land improvements	10 - 50
Buildings	25 - 40
Equipment, furniture and vehicles	4 - 25
Roads and sidewalks	25 - 75
Storm sewer	60
Sanitary sewer utility	25 - 60

Amortization is charged on a prorated basis in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(iv) Interest capitalization

The District does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

1. Significant accounting policies (continued):

(i) Non-financial capital assets (continued):

(v) Leased tangible capital assets

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(vi) Inventories of supplies

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost.

(j) Use of estimates:

The preparation of financial statements in conformity with Canadian 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 expenses during the period. Significant estimates include assumptions used in estimating provisions for accrued liabilities and in performing actuarial valuations of employee future benefits.

In addition, the District's implementation of the Public Sector Accounting Handbook PS3150 has required management to make estimates of historical cost and useful lives of tangible capital assets.

Actual results could differ from these estimates.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

2. Change in accounting policy:

The District has implemented PSAB sections 1200 Financial Statement Presentation and 3150 Tangible Capital Assets. Section 1200 establishes general reporting principles and standards for the disclosure of information in government financial statements. PS 1200 determines that four key figures describe the financial position of governments: cash resources (financial assets); net asset (debt) position (financial assets minus liabilities); non-financial assets available for service provision; and accumulated surplus or deficit. The financial statement format has been changed from prior years to comply with this standard. Section 3150 requires governments to record and amortize their tangible capital assets in their financial statements. In prior years, tangible capital asset additions were expensed in the year of acquisition or construction. This change in accounting policy has been applied retroactively and prior periods have been restated.

Methods used for determining the cost of each major category of tangible capital assets

The financial information recorded includes the actual or estimated historical cost of the tangible capital assets. When historical cost records were not available, other methods were used to estimate the costs and accumulated amortization of the assets. The District applied a consistent method of estimating the replacement or reproduction cost of the tangible capital assets for which it did not have historical cost records, except in circumstances where it could be demonstrated that a different method would provide a more accurate estimate of the cost of a particular type of tangible capital asset. After defining replacement or reproduction cost, indices including the consumer price index were used as a resource for determining appropriate indices in order to deflate the replacement or reproduction cost to an estimated historical cost at the year of acquisition.

The changes to the amounts reported in the prior period are as follows:

	2009
Accumulated surplus at January 1, 2008:	
Operating fund balance	\$ 2,601,977
Capital fund balance	738,963
Sewer Operating Fund	(93,784)
Sewer Capital Fund	(46,462)
Reserves Fund	939,161
Equity in physical assets	21,817,408
Accumulated surplus, as previously reported	25,957,263
Change in tangible capital assets	45,728,031
Accumulated surplus, as restated	\$ 71,685,294

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

2. Change in accounting policy (continued):

	2009
Accumulated surplus for 2008:	
Net expenditures, as previously reported	\$ (197,679)
Developer contribution of tangible capital assets	3,544,556
Assets capitalized but previously expensed	1,911,051
Amortization expense not previously recorded	(2,290,627)
Loss on disposal of assets	(134,847)
Annual surplus, as restated	\$ 2,832,454

3. Cash and short-term investments:

	2009	2008
Bank deposits	\$ 303,489	\$ 306,453
Municipal Finance Authority Money Market Funds	6,818,028	6,260,775
	\$ 7,121,517	\$ 6,567,228

4. Accounts receivable:

	2009	2008
General operations	\$ 276,516	\$ 267,135
Sewer grant	-	306,010
	\$ 276,516	\$ 573,145

5. Accounts payable and accrued liabilities:

	2009	2008
General operations	\$ 1,747,178	\$ 1,606,777
Sewer project operations	96,645	137,645
	\$ 1,843,823	\$ 1,744,422

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

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 for emergency planning, West Nile assistance, and Olympic grants.

	Beginning balance	Contributions received	Interest allocated	Revenue recognized	Ending balance
Development cost charges roads	\$ 1,531,519	\$ 435,419	\$ 10,841	\$ (246,973)	\$ 1,730,806
Development cost charges wastewaters	529,655	157,529	3,749	(46,462)	644,471
Federal Gas Tax funds	220,472	317,010	1,984	(38,447)	501,019
Other deferred revenue	110,158	467,860	-	(475,714)	102,304
Total deferred revenue	\$ 2,391,804	\$ 1,377,818	\$ 16,574	\$ (807,596)	\$ 2,978,600

7. Employee benefit obligations:

	2009	2008
Accrued vacation	\$ 51,011	\$ 42,636
Other contract obligations	43,850	33,555
	\$ 94,861	\$ 76,191

Employee benefit obligations represent accrued benefits as at December 31, 2009. 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.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

7. Employee benefit obligations (continued):

Other pension plans

The District and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustees pension plan. The Board of Trustees, representing plan members and employers, is responsible for overseeing the management of the 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 158,000 active members and approximately 57,000 retired members. Active members include approximately 33,000 contributors from local government.

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, 2006 indicated a surplus of \$438 million for basic pension benefits. The next valuation will be as at December 31, 2009, with results available in 2010. The actuary does not attribute portions of the surplus to individual employers. The District paid \$148,858 (2008 - \$152,050) for employer contributions and District employees paid \$143,770 (2008 - \$121,603) for employee contributions to the plan in fiscal 2009.

8. Long-term liabilities:

	2009	2008
Tax supported debt bearing interest at 6.75% and matures in 2017 (fire hall)	\$ 519,117	\$ 565,432
Tax supported debt bearing interest at 4.52% and matures in 2027 (ladder truck)	573,602	595,778
Debenture debt for sewer capital project bearing interest at 4.43% and matures in 2026	7,870,127	8,192,317
Long-term liabilities	\$ 8,962,846	\$ 9,353,527

(a) Debenture debt:

The loan agreements with the Capital Regional District and the MFA provide that if, at any time, the scheduled payments provided for in the agreements are not sufficient to meet the MFA's obligations in respect of such borrowings, the resulting deficiency becomes a liability of the District.

The District issues its debentures through the MFA. Debentures are issued on a sinking fund basis, where the MFA invests the District's sinking fund payments so that the payments, plus investment income, will equal the original outstanding debt amount at the end of the repayment period. The gross value of debenture debt at December 31, 2009 is \$9,417,101. The value of the sinking fund as of December 31, 2009 is \$981,736.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

8. Long-term liabilities (continued):

- (b) The aggregate amount of payments required on the District's long-term debt during each of the next five years is as follows:

	Total
2010	\$ 364,068
2011	367,297
2012	370,742
2013	374,422
2014	377,792

- (c) Total interest expense on long-term debt for the year ending December 31, 2009 amounted to \$426,495 (2008 - \$456,002).

- (d) Capital lease liability:

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 values of \$183,344. Repayments are due as shown:

Year ending December 31:	
2010	\$ 173,559
2011	89,136
2012	125,096
2013	8,914
2014 and thereafter	40,051
	436,756
Less amount representing interest (at rates ranging from 2.75% to 3.75%)	47,068
Present value of net minimum capital lease payments	\$ 389,688

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

9. Tangible capital assets:

	Land	Land improvements	Buildings	Equipment, furniture and vehicles	Roads and sidewalks	Storm sewer	Sanitary sewer utility	Work in progress	Total 2009	Total 2008
Cost:										
Balance, beginning of year	\$19,940,002	2,863,619	3,836,295	3,174,072	37,748,175	6,273,146	22,315,106	122,774	\$96,273,189	\$90,958,048
Additions	968,198	73,028	14,781	316,327	3,946,411	929,775	663,806	259,658	7,171,984	5,455,607
Disposals	-	-	-	(13,400)	(162,351)	-	-	(122,774)	(298,525)	(140,466)
Balance, end of year	20,908,200	2,936,647	3,851,076	3,476,999	41,532,235	7,202,921	22,978,912	259,658	103,146,648	96,273,189
Accumulated amortization:										
Balance, beginning of year	-	1,003,986	1,213,249	1,053,304	10,659,277	383,932	1,070,272	-	15,384,020	13,099,012
Disposals	-	-	-	(13,400)	(135,918)	-	-	-	(149,318)	(5,619)
Amortization	-	160,842	135,313	235,245	1,371,495	82,308	446,118	-	2,431,321	2,290,627
Balance, end of year	-	1,164,828	1,348,562	1,275,149	11,894,854	466,240	1,516,390	-	17,666,023	15,384,020
Net book value, end of year	\$20,908,200	1,771,819	2,502,514	2,201,850	29,637,381	6,736,681	21,462,522	259,658	\$85,480,625	\$80,889,169

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

9. Tangible capital assets (continued):

(a) Assets under construction

Assets under construction having a value of \$259,658 (2008 - \$122,774) have not been amortized. Amortization of these assets will commence when the asset is put into service.

(b) Contributed tangible capital assets

There were contributed assets of \$4,655,025 (2008 - \$3,544,556) recognized during the year.

(c) Tangible capital assets disclosed at nominal values

Where an estimate of fair value could not be made, the tangible capital asset has been recognized at a nominal value.

(d) Works of art and historical treasures

The District manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts, paintings and sculptures located at District sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

(e) Write-down of tangible capital assets

No write-down of tangible capital assets occurred during the year.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

10. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2009	2008
Surplus:		
Equity in tangible capital assets	\$ 85,480,625	\$ 80,889,169
Operating Fund	(7,192,303)	(7,214,318)
Total surplus	78,288,322	73,674,851
Reserve Funds:		
Fire Equipment Reserve	72,644	179,722
Parkland Reserve	381,230	338,654
Casino Revenue Reserve	-	51,074
SOAP Revenue Reserve	24,064	14,346
Capital Works Reserve	138,833	69,101
Emergency Road Repair / Snow Removal Reserve	190,000	190,000
Total reserve funds	806,771	842,897
	\$ 79,095,093	\$ 74,517,748

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

11. Taxation:

As well as taxes for its own 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.

	2009	2008
Taxes		
Property tax	\$ 12,408,383	\$ 11,099,929
Payments in lieu of taxes	31,200	32,324
1% Utility tax	101,078	93,253
	12,540,661	11,225,506
Less taxes levied on behalf of:		
Provincial government - school taxes	4,134,607	3,874,377
Capital Regional District	2,095,912	1,759,169
Capital Regional Hospital District	451,654	372,039
Municipal Finance Authority	390	336
BC Assessment Authority	134,080	120,006
BC Transit Authority	349,117	290,359
	7,165,760	6,416,286
Net taxes available for municipal purposes	\$ 5,374,901	\$ 4,809,220

12. Commitments and contingent liabilities:

In the normal course of business, the District enters into commitments for both capital and operational expenses. These commitments have been budgeted for within the appropriate annual budget and have been approved by Council.

(a) Municipal Finance Authority debt reserve fund deposits:

Under borrowing arrangements with the 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 a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA as a debt reserve fund. These deposits are included in the District's financial assets as cash and are held by the MFA as security against the possibility of debt repayment default. If the debt is repaid without default, the deposits are refunded to the District. At December 31, 2009 there were contingent demand notes of \$272,296 (2008 - \$272,296) which are not included in the financial statements of the District.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

12. Commitments and contingent liabilities (continued):

- (b) Capital Regional District (the "District") debt, under the provision of the Local Government Act, is a direct, joint and several liability of the District and each member municipality within the District, including the District.
- (c) The District is a shareholder and member of the Capital Regional Emergency Service Telecommunications (CREST) Incorporated whose services provide centralized emergency communications, and related public safety information services to municipalities, regional districts, the provincial and federal governments and their agencies, and emergency service organizations throughout the Greater Victoria region and the Gulf Islands. Members' obligations to share in funding ongoing operations and any additional costs relating to capital assets are to be contributed pursuant to a Members' Agreement.
- (d) 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.
- (e) The District is currently negotiating a new agreement with its sewer utility operator. The agreement is expected to be signed by December 31, 2010 once elector approval is obtained.
- (f) In the normal course of business, the District is threatened with or named in litigation. As at December 31, 2009, 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.

13. Budget data:

The unaudited budget data presented in these consolidated financial statements is based upon the 2009 operating and capital budgets approved by Council on April 27, 2009. Amortization was not contemplated on development of the budget and, as such, has not been included. The following reconciles the approved budget to the budget figures reported in these consolidated financial statements.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

13. Budget data (continued):

	Budget amount
Revenues:	
Operating budget	\$ 10,978,328
Less:	
Transfers from other funds	(1,418,179)
Total revenue	9,560,149
Expenses:	
Operating budget	10,978,328
Less:	
Capital expenses	(2,298,994)
Transfer to other funds	(1,016,735)
Debt principal payments	(462,251)
Appropriation from prior years	1,452
Total expenses	7,201,800
Annual surplus	\$ 2,358,349

14. Segmented information:

The District is a diversified municipal organization that provides a wide range of services to its citizens. For management reporting purposes, the District's operations and activities are organized and reported by service areas. Municipal services are provided by departments and their activities are reported in these service areas. Service areas that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

(i) General Government:

The general government operations provide the functions of corporate administration and legislative services and any other functions categorized as non-departmental.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

14. Segmented information (continued):

(ii) Protective Services:

Protective services is comprised of three different functions, including the District's emergency management, fire, and regulatory services. The emergency management agency prepares the District to be more prepared and able to respond to, recover from, and be aware of, the devastating effects of a disaster or major catastrophic event that will impact the community. The fire department is responsible for providing critical, life-saving services in preventing or minimizing the loss of life and property from fire and natural or man-made emergencies. The mandate of the regulatory services is to promote, facilitate and enforce general compliance with the provisions of bylaws that pertain to the health, safety and welfare of the community and provide a full range of planning services related to zoning, development permits, variance permits, and current regulatory issues.

(iii) Engineering:

The Engineering Department is responsible for the planning, design and construction of the District's infrastructure. This infrastructure includes roads and water. This department, working closely with the Planning Department, ensures that the District is developed in a fashion consistent with the Official Community Plan while at the same time making sure that good engineering practices are maintained.

(iv) Recreation and culture:

Recreation and culture is responsible for the construction and maintenance of the District's parks and greenspaces. This includes formal parks such as Ed Macgregor Park and the Marine Boardwalk, local play parks and numerous natural areas such as Whiffin Spit Park.

(v) Development services:

Development work to achieve the District's community planning goals and economic development through the official community plan, and other policy initiatives.

(vi) Sewer:

The sewer protects the environment and human health from the impacts of liquid wastes generated as a result of human occupation and development in the District.

Certain allocation methodologies have been employed in the preparation of the segmented financial information. The General Fund reports on municipal services that are funded primarily by taxation such as property taxes and other tax revenues. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 1.

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

14. Segmented information (continued):

2009	General Government	Protective Services	Engineering and development	Recreation and culture	Development services	Sewer	Total
Revenue:							
Taxation	\$ 5,668,336	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,668,336
User charges	67,314	569,171	9,168	-	205,436	1,325,175	2,176,264
Government transfers	1,349,393	-	-	-	240,700	-	1,590,093
Investment income	51,241	-	-	-	-	-	51,241
Other	4,959,114	-	-	-	-	-	4,959,114
Total revenue	12,095,398	569,171	9,168	-	446,136	1,325,175	14,445,048
Expenses:							
Salaries and wages	948,995	604,090	441,355	-	456,813	-	2,451,253
Contracted and general services	83,568	1,221,160	715,713	677,256	121,363	656,010	3,475,070
Supplies and materials	586,653	244,086	72,570	-	23,847	22,073	949,229
Interest and bank charges	8,410	64,548	-	-	-	389,840	462,798
Amortization	139,688	230,870	1,371,495	160,842	-	528,426	2,431,321
Bad debt expense	-	-	-	-	-	71,599	71,599
Loss on disposal of assets	-	-	26,433	-	-	-	26,433
Total expenses	1,767,314	2,364,754	2,627,566	838,098	602,023	1,667,948	9,867,703
Annual surplus (deficit)	\$ 10,328,084	\$ (1,795,583)	\$ (2,618,398)	\$ (838,098)	\$ (155,887)	\$ (342,773)	\$ 4,577,345

DISTRICT OF SOOKE

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2009

14. Segmented information (continued):

2008	General Government	Protective Services	Engineering and development	Recreation and culture	Development services	Sewer	Total
Revenue:							
Taxation	\$ 4,809,220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,809,220
User charges	242,096	549,118	23,795	-	195,658	1,265,991	2,276,658
Government transfers	743,635	-	-	-	237,800	-	981,435
Investment income	178,699	-	-	-	-	-	178,699
Other	3,826,868	-	-	-	-	-	3,826,868
Total revenue	9,800,518	549,118	23,795	-	433,458	1,265,991	12,072,880
Expenses:							
Salaries and wages	821,123	628,933	395,611	-	415,665	-	2,261,332
Contracted and general services	97,906	1,152,914	607,821	275,349	362,441	618,477	3,114,908
Supplies and materials	544,787	289,963	67,487	-	15,884	59,122	977,243
Interest and bank charges	29,503	53,858	-	-	-	378,108	461,469
Amortization	122,887	210,205	1,311,840	137,798	-	507,897	2,290,627
Loss on disposal of assets	-	-	134,847	-	-	-	134,847
Total expenses	1,616,206	2,335,873	2,517,606	413,147	793,990	1,563,604	9,240,426
Annual surplus (deficit)	\$ 8,184,312	\$ (1,786,755)	\$ (2,493,811)	\$ (413,147)	\$ (360,532)	\$ (297,613)	\$ 2,832,454