



2205 Otter Point Road, Sooke, British Columbia, Canada V9Z 1J2

Phone: (250) 642-1634

Fax: (250) 642-0541

email: [info@sooke.ca](mailto:info@sooke.ca)

website: [www.sooke.ca](http://www.sooke.ca)

## **NEW BUSINESS**

### **REGULAR COUNCIL MEETING AGENDA**

**December 12, 2011 at 7:00 pm**

**Council Chambers**

**2225 Otter Point Road, Sooke, B.C.**

<b>NEW BUSINESS</b>					
<b>NB-1</b> Delegation	<b>D-4 Paul Regensberg - Lifesport/Sooke Triathlon</b>				
<b>NB-2</b> Reports requiring action	<b>RA-1 Waiver of Indexing of Council Remuneration</b> <b>Remove Item RA-1 from the agenda (Page 67)</b>				
<b>NB-3</b> <b>BYLAWS</b>	<b>B-2 Bylaw No. 514, Council Remuneration Benefits and Expenses Amendment Bylaw (379-1)</b> <ul style="list-style-type: none"> <li>• Staff Report (attached)</li> <li>• Council to consider first, second and third reading of Bylaw No. 514.</li> </ul>				
<b>NB-4</b> Report of In Camera Resolutions	<b>IC-2 Release of In Camera Resolutions of December 9, 2011 Special Council Meeting:</b> <b>R-1 Departmental Introductions – Senior Staff</b> Staff gave an overview of individual departmental operations and objectives; questions and discussions with Council ensued as to municipal objectives and new procedures. <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><b>Department</b></th> <th style="text-align: left;"><b>Council Direction to Staff</b></th> </tr> </thead> <tbody> <tr> <td>RCMP</td> <td> <ul style="list-style-type: none"> <li>• Review role of Protective Services Committee with Mayor</li> <li>• Look to ways to increase volunteer recognition and attract new volunteers with District</li> </ul> </td> </tr> </tbody> </table>	<b>Department</b>	<b>Council Direction to Staff</b>	RCMP	<ul style="list-style-type: none"> <li>• Review role of Protective Services Committee with Mayor</li> <li>• Look to ways to increase volunteer recognition and attract new volunteers with District</li> </ul>
<b>Department</b>	<b>Council Direction to Staff</b>				
RCMP	<ul style="list-style-type: none"> <li>• Review role of Protective Services Committee with Mayor</li> <li>• Look to ways to increase volunteer recognition and attract new volunteers with District</li> </ul>				

	<p>Finance (PPP)</p> <ul style="list-style-type: none"> <li>• Provide year-to-date financial report <ul style="list-style-type: none"> <li>○ Tracking of funds in reserve accounts</li> </ul> </li> <li>• Financial statements for 2007 and 2008 for comparison</li> <li>• Provide detailed information as to boat launch; tenders, invoices, etc.</li> <li>• Detailed information for sewer fund (revenue and disbursement) and method of determination for parcel tax amount</li> <li>• Provide information re: front office renovations</li> </ul> <p>Fire (PPP)</p> <ul style="list-style-type: none"> <li>• First responder service to be discussed at budget review</li> <li>• Provide Council with copy of information going to Volunteer Firefighters</li> </ul> <p>Development Services (PPP)</p> <ul style="list-style-type: none"> <li>• Staff to look into online permit applications (Tempest) and “checklist” process for building permits</li> </ul> <p>Corporate Services (PPP)</p> <ul style="list-style-type: none"> <li>• Draft amendments to <i>Council Procedure Bylaw</i>: <ul style="list-style-type: none"> <li>○ Agendas ready Thursday at noon</li> <li>○ Expedite Notices of Motion</li> <li>○ COW or open meeting at end of Regular meeting</li> </ul> </li> <li>• Land Use committee may consider new process to notify the neighbouring property owners when development application goes to the Committee</li> <li>• Re-draft public hearing meeting message</li> </ul>
<p><b>NB-5</b>  <b>Report of In Camera Resolutions</b></p>	<p><b>IC- 3 Release of In Camera Resolutions of December 9, 2011 Special Council Meeting:</b>  <b>Legal Services Contract</b></p> <p><b>WHEREAS</b> the Council and municipal solicitor have agreed that they wish to proceed with a legal services relationship on the same basis as before September 1, 2011 without the need for a fixed five-year contract;</p> <p><b>AND WHEREAS</b> Council and the District of Sooke respect the services provided by the municipal solicitor since 2000 and wish to continue that relationship;</p> <p><b>NOW THEREFORE</b> the Council resolves to agree with Lidstone and Company to:</p>

	<p>a) Proceed with a legal services relationship on the basis of the legal services relationship that existed prior to September 1, 2011; and</p> <p>b) Agree with Lidstone and Company not to proceed with the monthly retain five-year contract as of December 31, 2011.</p> <p><b>CARRIED UNANIMOUSLY</b></p>
<p><b>NB-6</b></p> <p><b>Report of In Camera Resolutions</b></p>	<p><b>IC-4 Release of In Camera Resolutions of December 10, 2011 Special Council Meeting:</b></p> <ul style="list-style-type: none"> <li>• <b>MOVED</b> and seconded that attendance of all travel and conferences by Council, the CAO and all District staff must be pre-approved by Council in accordance with the <i>Remuneration and Expense Bylaw</i> and the <i>Employee Handbook Bylaw</i>. <b>CARRIED UNANIMOUSLY</b></li> <li>• <b>MOVED</b> and seconded that the Mayor establish a Select Committee to review the <i>EPCOR Agreement</i> and review the current state of the system and report back to Council with the findings of the review; <b>AND FURTHER</b> that the Mayor determine the Terms of Reference for the committee and appoint Councillors Bev Berger and Rick Kasper to the committee. <b>CARRIED UNANIMOUSLY</b></li> <li>• <b>MOVED</b> and seconded that the Mayor establish a Select Committee to review the Partnering Agreement between the District of Sooke and Prestige Sooke Holdings Ltd. and report back to Council with the findings of the review; <b>AND FURTHER</b> that the Mayor determine the Terms of Reference for the committee and appoint Councillors Herb Haldane and Maja Tait to the committee. <b>CARRIED UNANIMOUSLY</b></li> <li>• <b>MOVED</b> and seconded that the Mayor and Councillor Kevin Pearson meet with representatives of Mariner's Village and report back to Council as to the meeting. <b>CARRIED UNANIMOUSLY</b></li> <li>• <b>MOVED</b> and seconded that the Mayor direct staff to bring Bylaw No. 474, <i>Delegation Bylaw, 2010</i> to the Regular Council Meeting scheduled on Monday, December 19<sup>th</sup>, 2011 under New Business on the Agenda. <b>CARRIED UNANIMOUSLY</b></li> </ul>



File No. 0530-01

**REQUEST FOR DECISION**  
Regular Council  
Meeting Date: December 12, 2011

To: Evan Parliament, Chief Administrative Officer  
From: Bonnie Sprinkling, Corporate Officer  
Re: **Council Remuneration and Benefits Bylaw Amendment**

**RECOMMENDATION:**

**THAT COUNCIL** give first, second and third reading of the Bylaw No. 514, *Council Remuneration Benefits and Expenses Amendment Bylaw (379-1)*.

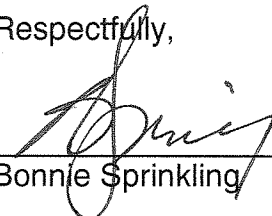
**Executive Summary:**

Council has instructed staff to prepare an amendment to the Council Remuneration and Benefits Bylaw, to ensure there will be no increases in remuneration for Mayor and Council over their three-year term.

**Attached Documents:**

1. Draft Bylaw No. 514

Respectfully,

  
\_\_\_\_\_  
Bonnie Sprinkling

Approved for Council Agenda

\_\_\_\_\_  
Evan Parliament, CAO



## DISTRICT OF SOOKE

### BYLAW No. 514

---

A bylaw to amend the *Council Remuneration and Benefits Bylaw, 2008* to waive the indexing of Council remuneration for 2012, 2013 and 2014.

---

The Council of the District of Sooke, in open meeting assembled, enacts as follows:

1. This Bylaw is cited as the *Council Remuneration and Benefits Amendment Bylaw (379-1)*.
2. Bylaw No. 379 is amended by adding the following section 3(a):  
    “3(a) the annual remuneration established under section 2(a) and 2(b) of this bylaw will NOT be increased or decreased in accordance with section 3 of this bylaw for the years 2012, 2013 and 2014.”

Introduced and read a first time the        day of                    , 2011.

Read a second time the    day of                    , 2011.

Read a third time the        day of                    , 2011.

Adopted on the        day of                    , 2011.

---

Wendal Milne  
Mayor

---

Bonnie Sprinkling  
Corporate Officer