

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held January 18, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Acting Mayor - Councillor Sheila Beech
Councillor David Bennett
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait
Councillor Bev Berger arrived at 7:03 pm

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Director of Planning
Al Fontes, Director of Engineering
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief

ABSENT: Mayor Janet Evans

1. **Call to Order**

The meeting was called to order at 7:00 p.m.

2. **Approval of Agenda**

MOVED and seconded to approve the agenda as circulated.
CARRIED

3. **Spiritwood (7044 Maple Park Terrace)**

Gerald Christie introduced the applicant and consultants for the Spiritwood development; Mike Wignall, Jared Steingard, and Terry Mogensen.

Applicant Presentation:

Mike Wignall, Westbrook Consulting Ltd., gave a powerpoint presentation on the proposed development at 7044 Maple Park Terrace. The applicants have held two neighbourhood meetings to date and carried out several studies including traffic, rainwater, environmental. The application is for a comprehensive zone; 15.3 hectares out of 20.6 hectare will be developed:

- @108 single family lots proposed; 500m² maximum
- @400 sq m – 4 multi-family sites
- tot lot playground
- commercial site or daycare
- 13 phases over 15 -20 years.

Neighbourhood concerns were:

- Blasting impacts
- Stormwater
- Traffic
- Landscape screening between adjacent properties
- Presence of a commercial site
- Biological integrity of the pond on Winfield

Neighbourhood likes were:

- Reduced development footprint and increased park dedication
- Presence of a commercial site
- Potential for a seniors building or 55+ building
- Installation of sewers along Grant Road west

Focus has prepared a stormwater management plan which identified areas of concern, such as at Maple Park Terrace.

Traffic

- Current concerns as to Otter Point and Highway 14
- By 2019, if Grant Road extension completed, the traffic Otter Point to Highway 14 is reduced
- Study recommends that a roundabout be constructed at Grant and Otter Point Roads and lengthening turning lanes on Westcoast Road – developer to contribute to costs.

Sewer and Water:

- Proposing sewer connection along Grant Road West to tie into West Coast Road. CRD water upgrades required for fire flow.

Council discussed with the applicant the following:

- How will traffic access development? Applicant advised that they will investigate further, but will upgrade Winfield Drive and provide connection with Maple Park Terrace. There will be sidewalks on the main development road and new sidewalk off site.
- Senior's housing? Transit and installation of covered shelter? Walking trails connecting to network? Adequacy of water service for fire service? The applicant advised:
 - that a transit stop will be provided, trail is proposed, improved water pressure will resolve firefighter issue (gravity system).
 - Phase 1 will include the multi-family site, off Rudd Road and Winfield – townhouse, row houses. Phase 5 or 6 will be when senior's housing will be looked at.
 - Timing of sewer is in Phase 1.
 - Public meeting attendance – first 35-40, second @ 14.
 - Transit, bike lockers, - trails linkages are in line with the OCP/Parks & Trails master plan – connect to Firwood park.
- Buildings will be a mix of designs – rancher and 2 level townhouses, 2 story dwellings, some with walk out basements because of slope of land.
- Leed and community gardens – Applicant has done a lot of work on Leed design.
- Providing low cost housing – Applicant advised that low cost housing, some dwellings with suites. Proposal is for @290 townhouse or condo units
- Daycare would be considered in commercial area
- Sidewalks will be continued offsite
- Marketing to young families and retirees – 10 acres of walking areas, small corner store.

- Preserving some of the trees – Applicant will not clear everything (phased development) leaving what they can and replanting is expected – retaining walls will be “green walls”.
- Wildlife impact; applicant advised that the biologist will look at the water course as well as flora and fauna.

Public Input:

Ed Berlando, Sooke Resident, inquired as to Phase 5 as he is concerned as to the increase in traffic; the access proposed through Brailsford.

Patrick Irwin, inquired as to the impact on properties at the end of Firwood; that there is not an easement. Applicant confirmed that there is not an easement registered.

4. **OCP/Rezoning Application – 6830 West Coast Road**

Staff Report:

Gerald Christie gave an overview of the staff report as to 6830 West Coast Road.

Council discussed the following concerns:

- Drainage pit for rainwater, oil water separator for parking lot will be required
- Applicant advised septic tank has been decommissioned and will be removed
- Noise and smell – applicant advised that filters will be in place and with single veterinarian and large lot, the noise would be minimal
- Location on Highway 14 in residential area; avoid Colwood strip set up
- Conditions of access permit – development agreement and installation of parking stalls
- Safe vehicle access to property; staff advised there will be two 90° access

Public Input: None

MOVED and seconded to recommend that Council introduce and give first and second reading to Bylaw No. 427, *Official Community Plan Amendment Bylaw (86-31)*

AND to introduce and give first and second reading and Bylaw No. 428, *Zoning Amendment Bylaw (270-64)*;

AND to schedule a Public Hearing for Bylaw No. 427, *Official Community Plan Amendment Bylaw (86-31)* and Bylaw No. 428, *Zoning Amendment Bylaw (270-64)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*;

AND that prior to fourth reading of Bylaw No. 427, *Official Community Plan Amendment Bylaw (86-31)* and Bylaw No. 428, *Zoning Amendment Bylaw (270-64)*, the owner shall enter into a Development Agreement with the District of Sooke.

CARRIED UNANIMOUSLY

5. **Acquisition of Strata Road and Facilities**

Staff Report:

Elisabeth Nelson gave an overview of the staff report and the investigations required prior to the District accepting ownership of any Strata roads or other facilities. The strata acquisitions would be looked at on an individual basis.

Council discussed the following:

- Determining how much staff time required and why we would want the strata properties?
- Inheriting existing problems; pond and drainage issues need to be resolved before transfer of strata properties
- No cost to the District for transfer strata properties

Public Input:

Ed Berlando, Allwood Strata resident, advised that development adjacent to the strata has impacted rainwater management in the area, strata has maintained the road and it complies with municipal standards, costs to dissolve strata and dedicate road to Sooke would be at the Strata.

Chris Dyckman, Sooke resident, states that other stratas will be coming forward as sewer service expands to include areas such as Whiffin Spit.

MOVED and seconded to recommend that Council direct staff to investigate the acquisition of the strata common property road (Allwood Terrace) and stormwater pond owned by Strata VIS3338 and VIS3339, including the legal and legislative process involved.

CARRIED UNANIMOUSLY

The meeting was adjourned at 8:13 p.m.

Certified Correct:

Sheila Beech
Acting Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held February 1, 2010 at 8:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Dave Devana, Director of Finance
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Director of Planning
Al Fontes, Director of Engineering
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief

1. **Call to Order**

The meeting was called to order at 9:18 p.m.

2. **Approval of Agenda**

MOVED and seconded to approve the agenda with the addition of New Business “Sooke Crisis and Referral Centre representatives” under Homelessness in Sooke.

CARRIED

3. **Nott’s Creek Development – 2100 Otter Point Road**

Gordon Cameron and Bentley Harris, representing the applicant, gave a powerpoint presentation as to the proposed development of 2100 Otter Point Road.

Council discussed:

- Developer to consider back alley concept – move house to sidewalk and garage on back alley
- Target market adult oriented, one level living
- Developer to address concern of the people on Amethyst to protect their views
- Public information with adjacent neighbourhoods will be held by developer
- Trail connections; Amethyst Way access
- Mixed housing types and designs
- Incorporate features for handicapped
- RM-4 zoning options; use of 2 or 3 story units
- Community gardens
- Community meeting room

Public Input:

Ryan Chamberlain, Sooke Resident, recommended including facilities for teenagers in the development.

?, Sooke Resident, inquired as to the needs of emergency services.

4. **Homelessness in Sooke**
Councillor David Bennett Notice of Motion of October 4th, 2009 Council meeting:

Ruth Montaldi, Holy Trinity Church, is a community advocate for people who apply for disability benefits. Ms. Montaldi advised that there is a huge need for housing for single people who are not seniors; disabled, going to school, etc. Ms. Montaldi advised that she is involved with the Vital Vittles program and that there are a number of people that are homeless attending. An apartment building is greatly needed.

Councillor Bennett spoke as to the growing need for housing for the homeless in this community.

Staff Sgt. Steve Wright and Cpl. Scott Hilderley spoke as to homelessness in relation to policing; there are two types of homeless persons, those that are looking for housing and those that live in the park, behind the grocery store, etc. The common denominator for that element is substance abuse. Over the past year, the local detachment has 214 files for 10 homeless people in the community. Cpl. Hilderley suggested there is value in going into the schools, that the RCMP are making presentations, but Council members could go to the schools as well. There are people who are struggling to get off the streets and there has to be ongoing counselling as well as a facility for the people needing housing.

Council discussed:

- Council role is to lobby for affordable housing
- RCMP to provide statistics as to staff time
- CMHC housing representative to attend next meeting

Ruth Montaldi suggested that transition housing should accept animals. The Ministry will pay for two nights at the motel for homeless with animal.

Nicky Logins, Sooke Family Resource Society, submitted a written report.

Jason Walsh, Youth Navigator, Sooke Family Resource Society, submitted a written report.

Dr. Ellen Anderson submitted the "Housing First- Plus Supports" publication.

Staff Sgt. Wright suggested that a committee be established to review the homelessness issue. Cpl. Scott Hilderley suggested that members of the homelessness community be invited to speak to council.

MOVED to reschedule the *Homelessness in Sooke* agenda item for an upcoming Committee of the Whole meeting, with the item first on the agenda.

CARRIED

5. **ADJOURNMENT**

The meeting was adjourned at 10:34 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held February 15, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Dave Devana, Director of Finance
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Director of Planning
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief

1. **Call to Order**

The meeting was called to order at 7:01p.m.

2. **Approval of Agenda**

MOVED and seconded to approve the agenda as circulated.
CARRIED

3. **Sooke Food CHI – Sunriver Community Allotment Garden**

Councillor Maja Tait declared that she is in a conflict of interest with this agenda item 3 “Sooke Food CHI – Sunriver Community Allotment Garden” as she has paid for and reserved a plot at the garden and excused herself from this portion of the meeting at 7:03 pm.

Jessica Boquist and Phoebe Dunbar of the Sooke Food CHI Society gave an overview of the Sunriver Community Allotment Garden project, including the site plan. Their goal was initially to involve 30 families, now more than 50 families have signed up. The Sooke Region CHI Society is looking to turning the project over to a community garden society.

- Donations of time and equipment will build roads and fencing; which is commencing February 20, 2010.
- Compost will not include kitchen waste.

Council discussed:

- CRD Water does not charge for water to community allotment gardens – Mayor Evans will discuss with the CRD.
- Precautions will be in place to keep the bears out of the gardens.

MOVED to recommend that Council agree to enter into the Licence of Occupation Agreement with the Sooke Region CHI Society (S-54168) at the Sunriver Community Allotment Garden;

AND TO recommend Council authorize the Mayor and the Chief Administrative Officer to execute the Licence of Occupation agreement.

CARRIED UNANIMOUSLY

4. Councillor Tait returned to the meeting at 7:16 pm
Rezoning Application – 6947 Larkspur Road

Gerald Christie gave a powerpoint presentation and overview of the staff report as to the rezoning to Small Lot Residential Zone (RS-3) of 6947 Larkspur Road.

Randy Clarkston, representing the applicant, advised that the existing two lots have been consolidated.

Council discussed:

- Small lot residential zone was intended to increase density in the Sewer Specified Area
- Managing stormwater –rockpits an option
- Street light in centre of bulb – possible location for additional parking
- Fire hydrant will be provided by applicant
- The need for single family residences which are not permitted in the Town Centre
- Small developments (single family residential) under Amenity Policy

MOVED to recommend that Council introduce and give first and second reading to Bylaw No. 434, *Zoning Amendment Bylaw (270-67)*;

AND TO schedule a Public Hearing for Bylaw No. 434, *Zoning Amendment Bylaw (270-67)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

Councillor Ron Dumont opposed the motion

5. **Amenity Policy**

Evan Parliament gave an overview of the staff report and the Coriolis Consulting Corp. report; stating that staff is asking for direction as to the Amenity Policy.

Council discussed:

- Establish one amenity reserve fund to be allocated by Council resolution or establish specified amenity reserve funds for local areas and municipal projects or activities;
- Need to determine how much amenity, when to collect and to which type of development should the amenity policy apply;
- Land values in Sooke are lower than other municipalities (Langford) however cost to build is similar;
- Legislation regarding amenities is fairly new; Sooke is one of the few municipalities that have an Amenity Policy; other municipalities may have density bonusing under their Zoning bylaw;
- Staff will meet with the Sooke Development Association in March to discuss DCC and amenity costs;
- Langford's amenity policy based on lower cost property;
- Goal is to stimulate development and employment in Sooke in today's market;
- Focus amenity contributions on larger developments;
- Scaled or stepped amenity contribution;
- Council would like to hear from development community and the public;

- Possible reduction of \$5,000 amenity contribution but keeping down centre amenity contribution of \$2, 500;
- Consider certain zones to be exempted from amenity contributions, ie. single family residential zone;
- Higher density rezoning to contribute to amenities;
- Specify neighbourhood contributions -- fire service, crossing guards;
- Developers are willing to contribute if they are consulted.

Public Input:

Randy Clarkston, Developer, suggested that the developers should participate in choosing what the amenities contributions will go to in order to build pride in what the contributions will bring to the community; be sure to acknowledge developer contributions.

MOVED to direct staff and report back to Council as follows:

- A. Consult with the local development community and members of the public as to opinions in regards to the District's development cost charges and community infrastructure improvements;
- B. Continue with the review of the Development Cost Charges Bylaw and include a comparison of total development charges, including amenity contributions, with that of peer communities;
- C. Consider exempting rezoning applications that would create a subdivision of four or less single family lots from the Community Amenity Contribution Policy;
- D. Consider the timing of the payment of fees for all development charges as part of the DCC Bylaw review;
- E. Consider a step program for contributions by zone.

CARRIED UNANIMOUSLY

The meeting was adjourned at 8:16 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held March 1, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor David Bennett
Councillor Ron Dumont
Councillor Herb Haldane

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Dave Devana, Director of Finance
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Director of Planning
Elisabeth Nelson, Municipal Engineer

ABSENT:

Councillor Sheila Beech
Councillor Bev Berger
Councillor Maja Tait

1. **Call to Order**

The meeting was called to order at 7:00 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.

CARRIED

3. **7044 Maple Park Terrace**

Gerald Christie introduced the applicant, Terry Mogensen, and consultants for the Spiritwood development, Mike Wignall and Jared Steingard.

On behalf of the applicants, Mike Wignall gave a powerpoint presentation on the proposed development for 7044 Maple Park Terrace. Studies have been undertaken, including a riparian assessment, and neighbourhood meetings held.

- Developers dedicating @22% of the property for open space
- Amenity contributions total @\$2,116,146

Prior to Phase 1

- dedication of 4 ha of open space to Sooke and construction (\$550,000)
- construction of Grant Road W sewer (\$130,000)
- construction of Firwood Place and Maple Park Terrace sewers (\$707,064)
- construction of Winfield Road curb, gutter, sidewalk and street lights (\$181,000)

Prior to Phase 8 and Phase 12 completion

- Construction of 2 m wide hiking trail (\$395,040)

Prior to Phase 4 completion

- Dedication of 1100 m² park (\$91,000)

Prior to Phase 6 completion

- Installation of playground equipment (\$62,042)

Affordable housing: 41 units

- Response to Neighbour Concerns:
 - Blasting impacts – pre-blast survey will be carried out
 - Storm water – Focus has completed a rainwater management plan and recommended drainage solutions for Maple Park Terrace, will monitor erosion and sediment control during construction, and will include bio-swales in street design.
 - Traffic Impact – Boulevard Transportation Group has completed a traffic study of 6 major intersections; current traffic concerns were identified as well as for 2019. Improvements have been proposed by the Boulevard.
 - Landscape screening will be placed between adjacent properties
 - Some were opposed to commercial site
 - Biological integrity of the pond on Winfield – provincial regulations will be followed
- Neighbourhood likes:
 - Reduced development
 - Presence of commercial site
 - Potential for a seniors building or 55+ building
 - Installation of sewers along Grant Road
- The developer will install sewer on Grant Road West and the water service will be upgraded with new water main

Council discussed with the applicant:

- Possible west entrance at West Coast and Grant Road for traffic flow to development due to 40k speed limit on Grant Road;
- Issue of drainage flow directed to agricultural land south of Grant Road must be considered under *Agricultural Land Reserve Act*;
- Possibility of area for sports field – property does not have a flat area;
- Has Boulevard looked at the cumulative effect of development north of Grant Road – Nott’s Creek, Maple Park, etc – Boulevard has done most of the traffic studies in the area;
- Funding amount for playground equipment and for park land preparation;
- Water flow for firefighting needs;
- Alternate access route through Cedar Park Terrace, difficult connection due to topography;
- Concern as to intersection at Otter Point Road and Highway 14;
- Blasted rock and drainage challenges; curtain drains may be used, sewer lines may provide some drainage;
- Traffic increases envisioned in the proposed Official Community Plan;
- Possible future access through to Brailsford Road; property owners have been approached;
- Construction coordination for blasting;
- Development of Winfield pond under stormwater management plan.

Public Input: None

Petition for Sewer Service – Proposed Bylaw No. 426

MOVED to recommend that Council introduce and give first, second, and third reading to Bylaw No. 426, *Sooke Core Sewer Specified Area Amendment Bylaw (147-9)*;

AND THAT the adoption of Bylaw No. 429 be concurrent with the adoption of Bylaw No. 426, *Sooke Core Sewer Specified Area Amendment Bylaw 147-9*.

CARRIED

Staff advised that they will provide Council with a report as to sewer connection for properties on Grant Road.

Rezoning Application – Proposed Bylaw No. 429

MOVED and seconded that the Committee of the Whole recommend to Council to introduce and give first and second reading to Bylaw No. 429, *Zoning Amendment Bylaw (270-65)*;

AND TO schedule a Public Hearing for Bylaw No. 429, *Zoning Amendment Bylaw (270-65)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*;

AND THAT prior to adoption of Bylaw No. 429, *Zoning Amendment Bylaw (270-65)*, the owner shall enter into a Development Agreement with the District of Sooke;

AND THAT the adoption of Bylaw No. 429 shall be concurrent with the adoption of Bylaw No. 426, *Sooke Core Sewer Specified Area Amendment Bylaw (147-9)*.

CARRIED

4. Secondary and Small Suites Legalization Policy

Gerald Christie gave an overview of the staff report as to secondary suites. Staff requests Council direction as to enforcement for illegal secondary suites, whether they are currently zoned appropriately to allow secondary suites and whether they are not.

Council discussed:

- Public education and notice as to new policy;
- Start of 12-month period to begin after public education period;
- Notice out of new policy sent out with tax notice;
- Suites conforming to building code;
- Policy applied consistently and equally to all, new and existing suites;
- Enforcement strategy;
- Legal opinion as to liability;
- Staffing required, costs to the District;
- Six months rather than one year deadline;
- Registration rather than legalization;
- Consultation with Esquimalt, Colwood;
- Advantages for registration of suites;
- Need for affordable housing;
- Solutions required for those who may be displaced;
- Concern as to safety of illegal suites.

Public Input:

Troy Lovbakke, stated that the District needs to be careful about the property owner's registration of suites, which will be inspected and the cost to upgrade identified, the high cost to upgrade may deter others to register.

John Brohman, stated that the zoning bylaw should be amended to allow secondary suites; most homes with illegal suites have been built in accordance with the building code.

MOVED that the Committee of the Whole to recommend Council adopt the *Secondary and Small Suites Policy*, 2009 with the changes proposed by Committee of the Whole and the following:

- a. If the property owner does not have the proper zoning, extend the conformance period to 12 months from 3 months to allow the owner time to try and rezone; and,
- b. that properties not connected to municipal sewer must obtain approval from VIHA for the secondary or small suite prior to occupancy being granted from the DOS Building Department.

CARRIED

5. **Community Amenity Contribution Policy**

Dave Devana gave an overview of the timeline from September 2007 for the *Community Amenity Contribution Policy* and the proposed amendments to the Policy.

Council discussed:

- Base density provisions under proposed amended Policy;
- Timing for amenity contributions;
- Voluntary component under legislation for amenity contributions;
- Amenity contributions for current rezoning applications;
- Development community to be consulted;
- Council needs all information, including past reports, when discussing policy issues;
- Legal review upon COW approval of policy concept and input from development community;
- Phased Development Agreements under the *Local Government Act* as a tool for amenities and density bonusing in relation to case law; "selling density";
- OCP as a guide to density and amenity bonusing.

Councillor Herb Haldane submitted a written statement as attached to these minutes.

Public Input:

Troy Lovbakke, stated that a development needs to be affordable for the developer and the actual cost of the amenities seems like the District wants more money out of the developer; agrees with concept, but the District needs to work with the development community;

Don Smith, stated that he likes new proposal, but that every time costs are added to a development the person who buys property pays more; we have to relate to this and keep costs down to keep work in town.

MOVED that the Committee of the Whole to direct staff to seek a legal opinion on the proposed amendment to Policy No. 13.3, *Community Amenity Contribution Policy, 2009*; **AND** to direct staff to consult with the development community on the proposed amendments to Policy No. 13.3;
AND to recommend that Council approve the amendments to Policy No. 13.3 subject to receipt of a legal opinion and consultation with the development community.
CARRIED

6. Adjournment

The meeting was adjourned at 9:00 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held March 15, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor David Bennett
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Dave Devana, Deputy CAO/Director of Finance
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Director of Planning
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer

ABSENT: Councillor Sheila Beech and Councillor Bev Berger

1. **Call to Order**

The meeting was called to order at 7:02 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **Homelessness in Sooke – Councillor David Bennett Notice of Motion of October 4th, 2009 Council Meeting:**

Sooke Community Health Initiative – Dr. Ellen Anderson

Dr. Ellen Anderson spoke on the current situation with the homeless in Sooke and stated that some homeless people or families are not coming forward and who have unstable housing or insecure housing; the following recommendations were made to Council for action at the municipal level:

- Lobbying to reinstate social services office in Sooke
- Funding for Adult Navigator program
- Access to phone for job search
- Provide public facilities such as laundry, showers
- Cold weather shelter
- Transitional housing
- Redefine affordable housing
- Create strategy and look for partners (CHMC)

Sooke Family Resource Society – Nicky Logins

Ms. Logins gave an overview of the updated notes submitted to Council with seven recommendations for support by the Sooke Family Resource Society and those submitted by the Youth Navigator:

- Need to determine local facts
- Offer incentives for local affordable housing
- Provide outreach workers/advocates for support for homeless
- Short term supports; access to a phone, bathrooms, laundry, showers
- Advocate for family support services
- Support for a youth transition shelter (4 rooms and full time worker or outreach)
- Establish a Social Planning Committee or give ongoing support to existing organizations
- Funding for youth programs; independent living, family counselling, youth shelter, community home, Boys and Girls Club Care Home

Sooke Residents in Need/Crisis Centre – Joan Titus

Joan Titus reported that people are living in the woods, cars, boats, crowded in cheap housing. The cheapest housing available is \$550/month and a welfare cheque is \$595. Marriage break up, drugs, alcohol, and job loss can be the cause of homelessness for all ages. Most are coming from Victoria, want to live on the waterfront – 27 people per day come into the Need/Crisis Centre, 1/3rd are new to Sooke; trying to get a job, but have difficulties without telephone number, car, etc. The 19/20 year old accessing assistance are new; 40+ may have physical issues that reduce their ability to get jobs (on disability). Younger families who are struggling to pay mortgages are coming for food and bus tickets. Ms. Titus made the following recommendations:

- If new apartments were built, some to be made available at lower cost
- Five bedroom homes with 24/day worker
- Hostel without as much supervision
- Drop in centre with bathroom

Cst. Scott Hilderley stated that Sooke RCMP is focusing on the youth to build resistance and life skills to see a future without substances. Homeless people have said their biggest need in Sooke is for a temporary shelter with access to washroom and laundry facilities, upgrades to Crisis Centre (extra supplies and volunteers). Substance abuse is both a policing and community responsibility; recommended that the community invest heavily in the youth programs (Youth Navigator).

Nicky Logins asked Council to consider that their role is to actively participate in social services in the community, reach out for information from all sectors, to give the community the assurance that it has an interest and know what is going on in the world of social services and can lobby on its behalf.

Staff Sgt. Stephen Wright suggested that a Council committee be appointed to investigate and discuss social services for homelessness by community agencies. Staff Sgt. Wright will provide information as to the Whistler Community Committee model or Council and the other presenters.

4. Presentation by Mateo Ocajo – Composting in Sooke

Mateo Ocajo gave a powerpoint presentation on composting and the “Net Zero Waste” proposal for the western communities which offers a solution to dealing with organic waste (yard waste, food waste, compostable plastics, fish waste, bio-solids, etc.)

pending the ban of organics in the CRD landfills. The Chemainus facility is a local example of the system; capable of treating approximately 5000-8000 tpa of bio-solids and wood waste. Green business “fits” well in the Sooke Community, 2-4 staff to begin; potential for 8-10, synergies with Community Gardens, education programs, carbon credits, sale of compost, etc.; savings on disposal of organics. The company requires a commitment for supply of waste and the company will work in cooperation with the District and local waste haulers. The facility could include a wood chipper/grinder for stumps, larger wood waste. The company would initially require 1 to 2 acres for the operation (10,000 tons) and makes its revenue from the tipping fee and sale of compost.

Staff will bring back a report on “Net Zero Waste”; on the siting of a composting facility and the establishment of a regulated comprehensive composting program in the District of Sooke.

5. **Proposed Strata Conversion of Previously Occupied Dwelling – 3000 Manzer Road**

Elisabeth Nelson gave an overview of the staff report. Council discussed:

- Fire protection
- Access
- Shared septic system and water supply

Elisabeth Nelson advised that an engineering report has been submitted and filed with VIHA for the onsite septic system. The applicant advised that he has blasted and improved the access by changing the layout, and that the well is 120 feet away from the sanitary treatment plant (sand filter). The two units are not currently rented; the applicant will continue to live in one unit.

MOVED THAT THE COMMITTEE OF THE WHOLE recommend to Council to authorize the strata conversion of a property legally described as Lot 21, Section 60, Sooke District, Plan 12204 (3000 Manzer Road) to allow for approval of a strata plan following the conversion of an existing single family dwelling with attached suite, subject to all technical requirements being satisfactorily addressed.

CARRIED

6. **Strata Conversion of Previously Occupied Buildings**

Evan Parliament gave an overview of the staff report. Council discussed the potential increase of strata conversions of previously occupied buildings:

- Loss of rental stock
- Parking requirements
- Amenity contributions
- Conversion of existing houses to meet Building Code requirements for duplex

MOVED THAT THE COMMITTEE OF THE WHOLE direct staff to develop a Strata Title Conversion Policy for use in guiding staff and potential applicants on the strata title conversion of previously occupied buildings.

CARRIED

7. **Adjournment**

The meeting was adjourned at 9:37 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held April 6, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Dave Devana, Deputy CAO/Financial Officer
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Tina Hansen, Acting Council Clerk

1. **Call to Order**

The meeting was called to order at 7:00 p.m.

2. **Approval of Agenda**

MOVED and seconded to approve the agenda as circulated.
CARRIED

3. **Rezoning Application – 2830 Phillips Road**

Gerald Christie gave a power point presentation on the rezoning application for 2830 Phillips Road. Council discussed the base density on the property, the narrow strip of land with proposed Lot 1, and the water source is from well water for the dwellings on each lot.

Scott Kendrew, applicant for 2830 Phillips Road, clarified the lot boundaries on the map.

Public Input -There was no public input

MOVED and seconded to recommend that Council introduce and give first and second reading to Bylaw No. 442, *Official Community Plan Amendment Bylaw (86-33)*; **AND THAT** Council introduce and give first and second reading to Bylaw No. 443, *Zoning Amendment Bylaw (270-69)*; **AND THAT** a Public Hearing be scheduled for Bylaw No. 442, *Official Community Plan Amendment Bylaw (86-33)* and Bylaw No. 443, *Zoning Amendment Bylaw (270-69)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*. **AND THAT** prior to adoption of Bylaw No. 442, *Official Community Plan Amendment Bylaw (86-33)* and Bylaw No. 443, *Zoning Amendment Bylaw (270-69)*, the owner shall enter into a Development Agreement with the District of Sooke.
CARRIED UNANIMOUSLY

4. **2010 – 2014 Financial Plan**

Dave Devana gave a power point presentation and provided an overview of the 2010 – 2014 Financial Plan that proposes a 4.81% increase in the municipal portion of the property taxes, and a \$15 increase to the Parcel Tax rate from \$495 to \$510. The presentation included an overview of the following:

- Guiding Principles
- Council's Top Fifteen List and linkage to financial plan
- General Fund – Summary
- Sewer Operating and Capital Fund
- Capital Fund – Priority Projects in 2010 – 2014 Plan
- Next Steps

Mayor Evans advised Council and the public that the CRD property tax rate will have a modest increase in 2010.

Mr. Devana advised the 2010 budget included a \$280,000 reimbursement of the General Fund for the 2009 purchase of the Boat Launch property.

A discussion ensued as to the new firefighter position and the amount of hours the existing firefighters are required to do to ensure maintenance of equipment, perform duties outside of firefighter work and to take on new responsibilities such as Emergency Operations Coordinator (EOC) and Emergency Social Services (ESS). Chief Sorensen advised that the firefighters have no interest in joining the IAFF union at this time.

Council discussed the need to engage the public on the roles and responsibilities of the firefighters' (i.e. newsletter), so they can understand the importance of the paid firefighters within the context of the volunteer fire department.

Council discussed:

- Opportunities to cut some of the budget priorities and concentrate on fewer items during this time of financial uncertainty
- Importance of spreading tax increase over five years
- Including costs of composting facility in the budget

Dave Devana informed Council that staff is looking into a composting facility to dispose of bio-solids.

Mr. Devana advised that page 2 and 3 of the Financial Plan shows a summary of the increases and decreases to the 2010 budget and that some are to maintain existing services and some are to increase services. Council can review this list to determine whether to fund or not fund any of the proposed increases but cautioned that without a reduction in service many of the changes are fixed costs (such as 11 RCMP members).

Mr. Parliament agrees that there is a need to promote the extra firefighter position as the public are unaware of the extra duties given to the firefighters (EOC and ESS).

Council discussed their concern that citizens are not engaged in the budget process.

Council also discussed:

- Improving public communication – finding ways to reach out to the public
- Engaging the public in the budget process
- Rising cost of living in relation to increased municipal taxes
- Development pressures on the community
- Maintaining staff morale
- Cutting staff training and conference budgets
- Cutting Council training and conference budget
- Firefighters providing community education

Dave Devana advised that the public will be advised of the budget schedule in the Sooke News Mirror and that the meetings are advertised in the paper. An article will be in this week's newspaper providing an overview of the budget so it is easy to understand and that the public will have an opportunity to attend the Open House and voice their concerns prior to the adoption of the 2010-2014 Financial Plan and related Tax Rate Bylaw.

Council stated that they have heard from the public that they do not understand why taxes are going up when the tax base is increasing through infill and development.

Mr. Devana advised that residential property taxes in the District are second lowest in the CRD (only Langford with a large commercial tax base is lower), and most likely need to move higher to support the level of services that are outlined in the Council's strategic plan and related plans (e.g. Parks and Trail Master Plan). In addition the District's commercial tax base is low relative to the other CRD municipalities. Consequently having the second lowest residential property taxes may not necessarily be a good thing if the District and its citizens want a higher level of services and amenities. It might be better to strive to be in the middle of the pack in relation to residential property taxes. It is also not reasonable to expect the development community to fund all the new amenities for the existing population, and that some contribution may need to be made by the existing tax payers.

Council asked what the impact would be to cut the Property Tax Transfer to the Capital Fund. Mr. Devana advised that a reduction in the property tax transfer in 2010 would impact the funds available in all future years; consequently a \$100,000 cut in 2010 results in a cumulative cut over 5 years of \$500,000 in the capital fund.

Mayor Evans asked Mr. Devana if it was possible to transfer \$40 000 from the Emergency Road Repair and Snow Removal Reserve to the General Operating fund to reduce the property tax increased in 2010.

Mr. Devana advised that this was possible but not advisable as this one time transfer would reduce the 4.81 percent tax increase to 4.05 % in 2010 but would increase the proposed 2011 tax increase from 4.88% to 5.67%. This type of reserve transfer is not advisable without an offsetting cut in expenditures for future years.

Public Input

Barry Gifford, Sooke Resident, stated that he agrees there is a need for a new firefighter to provide the required services but there should be a plan to sell it to the public and felt that a 4.81% increase sounded okay to him but it needs to be communicated to the community (newsletter etc) so that they have an opportunity to accept it.

MOVED and seconded that Council introduce and give first and second reading to Bylaw No. 445, *Five Year Financial Plan, 2010*;

AND THAT Council introduce and give first and second reading to Bylaw No. 446, Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-3).

CARRIED UNANIMOUSLY

5. **Adjournment**

The meeting was adjourned at 9:14 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held April 19, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Dave Devana, Deputy CAO, Financial Officer
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Sue-Lin Tarnowski, Deputy Director of Finance

1. **Call to Order**

The meeting was called to order at 7:10 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda with the addition of item NB-7; Motion to close the meeting to the public.

CARRIED

3. **Phased Development Agreement – 2830 Phillips Road**

- **Bylaw No. 447, Phillips Phased Development Agreement Authorization Bylaw, 2010.**

MOVED to recommend that Council introduce and give first and second reading to Bylaw No. 447, *Phillips Phased Development Agreement Authorization Bylaw, 2010*.

AND TO schedule a Public Hearing for Bylaw No. 447 to be held concurrently with Bylaw No. 442, *Official Community Plan Amendment Bylaw (86-33)* and Bylaw No 443, *Zoning Amendment Bylaw (270-69)* in accordance with the requirements of the Community Charter and the Local Government Act.

CARRIED

4. **Rezoning Application – 6767 Eustace Road**

- **Bylaw No. 448, Zoning Amendment Bylaw (270-70).**

Gerald Christie gave a power point presentation on the rezoning application for Bylaw No. 448, *Zoning Amendment Bylaw (270-70)* - 6767 Eustace Road.

Council discussed:

- The existing suite on property
- Concerns as to panhandle lots
 - Services
 - Design perspectives

- Secondary Suite
- Alternative option for strata road
- Adequate water supply to the property
- Application complies with OCP

Public Input:

Mr. Davies reported that the residences are well maintained.

Shayne Fedosenko, Sooke Resident, stated that more of this type of application will be coming forward and that the Town Centre area should be high density.

Ellen Lewers, Chair of the Board of Variance, advised that the site was very attractive.

Mike Volk, Non-Resident, expressed his support of the application.

Don Smith, Sooke Resident, stated that the application builds up the bank of low income housing.

Shayne Fedosenko, Sooke Resident, advised that some western communities are permitting housing with legal suites on 600m plus lots.

MOVED that Council introduce and give first and second reading to Bylaw No. 448, *Zoning Amendment Bylaw (270-70)*;

AND TO schedule a Public Hearing for Bylaw No. 448, *Zoning Amendment Bylaw (270-70)* in accordance with the requirement of the *Community Charter* and the *Local Government Act*.

CARRIED

5. **Community Amenity Contribution Policy**

Dave Devana provided Council with an overview of the amendments to the Community Amenity Contribution Policy.

Council discussed:

- Fire Equipment to be included in list of amenities
- Policy as an incentive for Town centre
- 4 lots or less not required to pay for amenity fee
- Consultation with Sooke Community Development Association
- Public needs to see the advantages of new development in the community (Builders contributions)
- Ensure policy is equitable for all developers

Public Input

Shayne Fedosenko, Sooke Resident, suggested that amenity fees be collected when the developed properties sell and stated that developers are concerned about Highway 14, that suites will improve ability to sell units as long as parking concerns are addressed, and encouraged Council to look at each development individually.

Mike Volk, Non-Resident, expressed his concerns as to increased traffic on Highway 14 and stated that small builders come to Sooke to build because they cannot compete with builders in town; builders are creating jobs and Sooke should not be raising amenities with interest rates rising; builders cannot get financing.

Adrian Cownden, Sooke Resident, stated that he cannot afford to develop lots as it is difficult to get financing; the amenities policy has incorrect formula and developers cannot develop and sell with this formula. Mr. Cownden asked Council to reconsider their position.

MOVED to recommend that Council approve the amendments to Policy No. 13.3, *Community Amenity Contribution Policy, 2010* as proposed and with the addition of “fire equipment: in section 3.2 and the change from “three (3) dwelling units” to “four (4) dwelling units” in section 2.2.

CARRIED

6. **ALR Exclusion/Inclusion Application – Sunriver School Site**

Councillor Ron Dumont declared that he may have a conflict of interest with this agenda item PH-6 “ALR Exclusion/Inclusion Application – Sunriver School Site” as he works for the Sunriver contractor and excused himself from this portion of the meeting at 8:36 pm.

The meeting was recessed at 8:36 pm.

The meeting resumed at 8:40 pm.

Gerald Christie gave a power point presentation on the ALR Exclusion/Inclusion Application for the Sunriver School Site.

Council discussed:

- School District 62 role
- Playfields can be built immediately
- Access to sports fields
- Sewer system has capacity
- Use of reclaimed ALR lands
- Jogging track/trail around sports fields
- DCC for Sunriver

Public Input

Dick Thut, Sooke Resident, expressed his support for protection of agricultural lands.

MOVED to recommend that Council direct staff to proceed with the Agricultural Land Reserve (ALR) Exclusion application to remove a portion of Lot A, Sections 28, 29 and 32, Sooke District, Plan VIP75447 from the Agricultural Land Reserve in exchange for the Inclusion of a Portion of Lot A, Section 32, Sooke District, Plan VIP77727, Except Parts in Plans VIP77765, VIP78743, VIP79134, VIP79684, VIP80394, VIP80698 and

VIP87411 into the ALR, in order to accommodate a future school site, sports fields and fire hall on those lands to be excluded;
AND THAT Council direct staff to proceed with a text amendment to accommodate Agricultural land uses within Parks/Open Space zones in the Sooke Zoning Bylaw, 2006.
CARRIED

Councillor Ron Dumont returned to the meeting at 9:07 pm.

7. Motion to Close the Meeting to the Public

MOVED to close the meeting to the public at 9:07 pm under section 90(1) of the Community Charter for the discussion of the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.
CARRIED

8. Adjournment

The meeting was adjourned at 9:50 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held May 3, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Dave Devana, Deputy CAO/Financial Officer
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Municipal Planner
Al Fontes, Manager of Operations
Elisabeth Nelson, Municipal Engineer
Steve Sorensen, Fire Chief
Staff Sergeant Steve Wright

ABSENT: Councillor Herb Haldane

1. **Call to Order**

The meeting was called to order at 7:01 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda with Item 6 moved to immediately before Item 4.
CARRIED

3. **Sooke Youth Council – Presentation on Youth Friendly Business Project**

Jessica Boquist, Sooke Youth Council Coordinator; Leanne Brooks, Member of Youth Council; Dr. Ellen Anderson, Youth Council Steering Committee.

Leanne Brooks gave a power point presentation outlining the Youth Council objectives and projects such as the “One Stop Shop” drop in centre held on Tuesdays. Upcoming events include “Garbage for Grub” at EMCS, Canada Day. Jessica Boquist gave an overview of the Youth Friendly Business Project; the survey results show that local businesses do support youth and 31 of 50 businesses said they value youth as customers and feel comfortable when a group of youth enters their businesses; 48% of workers in Sooke are youth. The Youth Friendly Business Award will be presented to the top 10 businesses. Ellen Anderson reviewed the need for supporters and funding to make the Sooke Youth Council sustainable.

Council congratulated the Sooke Youth Council for their dedication to the youth of the community and their good work on the Youth Friendly Business Project.

4. **Development Permit/Development Variance Permit Application for Shoppers Drug Mart – 6660 Sooke Road**

Gerald Christie provided a brief summary on the Development Permit/Development Variance Permit Application for Shoppers Drug Mart, 6660 Sooke Road.

Barry Weih, Wensley Architecture Ltd. provided a power point presentation on the proposed site plan, architecture and design for the Development Permit/Development Variance Permit Application for Shoppers Drug Mart, 6660 Sooke Road. (Randy Cotterill, Colliers, and owner of Shoppers also in attendance). Patricia Campbell, DMG Landscape Architects, gave an overview of the landscaping proposed for the entire shopping centre parking lot.

Council discussed with applicant's representatives:

- stormwater drainage to be designed by engineer
- future alternate access to the North
- change of building frontage design and colour to add more west coast style
- possibility of solar energy
- kiosk area for checkers or chess play
- water service for fire protection
- landscape plan – protection of young trees
- need for level handicapped parking spaces in front of other businesses
- need for shopping cart storage
- net number of parking spaces remains the same
- entrance to new parking area to the North
- back-lit sign requires variance to Sign Regulation Bylaw
- trees within the parking lot are deciduous and will not obstruct views
- timing of delivery vehicles
- future development of Highway 14 and "Waterview" street as to mall entrances
- store hours will be 8:00 am to 10:00 pm
- future update to mall pylon sign to accommodate all businesses in mall
- lighting in parking lot changes
- banners suggested on lighting poles
- minimize air conditioning unit noise
- removal of trees on adjoining properties
- crosswalks from Shoppers to other mall buildings
- fencing to discourage "hanging-out" at rear of building and climbing onto roof
- ashtray for smokers at hydro box
- size of signs and backlit – make smaller using LED
- need to deal with access in and out of mall – left turn out is dangerous
- talk to Sooke Community Association about Loggers Pole
- recommend lighting and security cameras on north wall of building

Public Input: None

MOVED to recommend that Council authorize issuance of Development Permit (PLN00768) to construct a freestanding retail store at 6660 Sooke Road, legally described as Lot 1, Section 10, Sooke District, Plan VIP67155.

AND to recommend that Council approve issuance of a Development Variance Permit for 6660 Sooke Road to vary the side lot line setback required between a residential

property and a commercial building (Shoppers Drug Mart) from 4.5m to 2m and to allow the roof overhand on the Shoppers Drug Mart to be 1m from the side lot line.

CARRIED

5. Sooke RCMP Detachment 2010 Annual Performance Plan

Staff Sgt. Stephen Wright gave an overview of the Annual Performance Plan. Council discussed First Nation policing, substance abuse, local publications, advising service clubs of RCMP initiatives, bicycle patrols, training for the public to prevent thefts - marinas, surveillance cameras, youth offences and parents, proposed BC legislation as to drinking and driving, Youth Council liaison, drug impaired driving, use of Commissionaire services.

MOVED to recommend that Council endorse the 2010 RCMP Sooke Detachment Performance Plan.

CARRIED

6. Citizens on Patrol – Presentation by John Armitage

Staff Sgt. Stephen Wright introduced John Armitage, Citizens on Patrol. Mr. Armitage gave an overview of the COPS program:

- started in 1997; membership growing - currently 18 volunteers directed by local RCMP
- members are anonymous– over 19, resident, pass criminal background check, commit to 4 hours/week Friday or Saturday night
- patrol Sooke area
 - check businesses regularly and systematically
 - check locked facilities
 - work with ICBC and can check on vehicle ownership for stolen vehicles
 - Speed Watch program
 - patrol consists of 2 people

Council thanked the COPS volunteers for their valuable contribution and commitment to the community.

7. 2010 – 2014 Financial Plan

Dave Devana provided a brief summary as to the amendments of Bylaw No. 445, *Five Year Financial Plan Bylaw, 2010*.

Council discussed:

- completion of 2010 priority projects
- use of student workers to reduce workload on staff
- submit media release on financial plan and provide Council with a backgrounder
- Finance Committee will be dissolved and Council will review financial plan

Public Input - none

MOVED to recommend that Council amend Bylaw No. 445, *Five Year Financial Plan Bylaw, 2010* by removing and replacing Schedule A and Schedule B;
AND to give third reading to Bylaw No. 445, *Five Year Financial Plan Bylaw, 2010*;
AND to give third reading to Bylaw No. 446, *Sooke Core Sewer Specified Area Cost Recovery Amendment Bylaw (150-3)*.
CARRIED

8. **Adjournment**

The meeting was adjourned at 9:56 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held May 17, 2010 at 6:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait (arrived at 6:04 pm)

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Gerald Christie, Municipal Planner
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Tina Hansen, Acting Council Clerk

1. **Call to Order**

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

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.

CARRIED

3. **Presentation: Nott's Creek Development – 2100 Otter Point Road**

Gordon Cameron, Canadian Horizons, gave a power point presentation on the proposed development for Nott's Creek at 2100 Otter Point Road. Mr. Cameron presented the following proposed changes and information to Council:

- New streetscape: including porches facing Otter Pont Road
- Bio-swales and sidewalks on Otter Pont Road
- Protected viewscape for Amethyst and Grant Road residents
- Introduction of trees and street tree program
- Meet with Amethyst Road residents to discuss trees, fencing
- Amenity building included within the development
- Connections to existing trails/pathways
- Transit stops
- Dedication of connector road

Council discussed:

- Existing Nott's Creek trail and park area
- Ensuring cul de sacs are constructed wide enough for emergency vehicles
- Incorporating wheelchair accessibility with pathway system
- Redevelopment of Otter Pont and Sooke Road intersection
- Affordable housing
- Ensuring public art is included in the development

- Ensuring safe intersection at entrance to development
- Covenant issues
- DCC Roads and traffic study
- Fencing along Amethyst Road

Public questions and comments:

Chelta Peterson, Sooke Resident, stated that she was not against the development but had concerns as to the increase in traffic and a second intersection closest to Beaton Road.

John Clarkston, Sooke Resident, stated that he was in support of the development and that he appreciates the developers working with the Amethyst Road residents and taking into account the sight line views.

Marilyn Clarkston, Sooke Resident, stated that she is also in support of the development and feels it is the best proposal seen by the Amethyst Road residents; would like to see lot sizes increased from 4000 to 5000 square feet.

MOVED that Council direct staff to proceed with Bylaw No. 393, *Zoning Amendment Bylaw (270-54)* subject to a Section 219 Covenant for the proposed development as presented by the developer May 17, 2010.

CARRIED

4. **Development Updates**

Mariner's Village

Gerald Christie provided an update as to the Mariner's Village Development stating that construction of the first building is set to start in the next few weeks. The sales office will be opening soon and the District is processing a development permit application for the construction of townhouses.

Council discussed:

- Commencement of Church Road intersection construction
- Signage on Sooke Road

Prestige Hotel

Al Fontes informed Council that staff is awaiting design plans to finalize the construction agreement for the public boat launch project. Construction for the boat launch project is planned to begin in July. Mr. Fontes provided information as to construction of the Prestige Hotel, stating that the foundation and underground parking are near completion.

Bonnie Sprinkling provided information as to confirmed conference bookings at the Prestige Hotel Conference Centre.

Council discussed:

- Angle of boat launch
- Building plan for Prestige Hotel

Galloping Goose Connector and Highway 14 Crossing

Gerald Christie informed Council that staff is working on a Request for Proposal for the design of the Galloping Goose Connector which will close in June. The proposal requests that designs be done for 5 crossings along Sooke River Road which will be narrowed down to 2 detailed designs. Staff will apply for grant applications to help fund at least one of the crossings once the design and public consultation process is complete.

Memorandum of Understanding - Ministry of Transportation

Al Fontes informed Council that the final draft Memorandum of Understanding with the Ministry of Transportation is expected by the end of June. The overlay project for Highway 14 is due to begin in June. The Ministry of Transportation and BC Transit are working together on changes and improvements to bus stops along Highway 14.

Council discussed:

- Shoppers Drug Mart site
- Payless Gas site

Gerald Christie provided an update on the development for Grouse Nest.

Evan Parliament provided information as to possible Brownfield grant funding though FCM for the Goodridge Peninsula.

5. Adjournment

The meeting was adjourned at 7:14 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held June 7, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Sue-Lin Tarnowski, Deputy Director of Finance
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Gerald Christie, Municipal Planner
Tina Hansen, Acting Council Clerk

1. **Call to Order**

The meeting was called to order at 7:00 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **ALR Exclusion/Inclusion Application – Sun River School Site**

Councillor Ron Dumont declared that he may have a conflict of interest with this agenda item” ALR Exclusion/Inclusion Application – Sunriver School Site” as he works for the Sunriver contractor and excused himself from this portion of the meeting at 7:01 pm.

Gerald Christie gave a power point presentation on the ALR Exclusion/Inclusion application for the Sun River School Site.

Public Input

William Mackeigan, Sooke resident was not in support of the application and stated his concerns of loosing riverfront access through the P-1 zoned land to ALR use; this was one of the reasons he purchased his home in Sun River; he feels it will be a loss to the community.

Dave Hopkins, Sooke resident, was not in support of the application and expressed his concerns as to the existing school site reverting to its previous status and having the potential to accommodate 24 residential lots.

Ken Ebbs-Canavan, Sooke resident, was not in support of the application and feels that the P-1 zoned lands should remain as passive park left in its natural state; having community gardens on this land means fences and gates; feels the concept of the school relocation is a good idea but is concerned once the green space is taken away, it

will be gone forever; wants Council and staff to understand the history of the P-1 zoned lands.

Clayton Thomson, Sooke resident, was not in support of the application and expressed his concerns as to the existing school site having the potential of 24 residential lots and the increase in traffic on Sunriver Way; when he purchased his home, he believed the P-1 lands were to remain park; what will become of the land if ALR use is permitted.

Darryl MacLeod, Sooke resident, echoes Mr. Thomson's concerns. He would like to see it planned out first.

Council Discussed:

- Permitted minor agricultural use of the P-1 zoned land
- Access to existing school site from Riversedge Way instead of Sunriver Way.
- Playing fields being built as soon as possible
- Process of the land exchange
- Public awareness of land exchange and development
- Existing school site zoning allows for residential use
- P-1 zoned lands remaining park and accessible to riverfront
- Protecting the P-1 zoned land

MOVED to recommend that Council forward the application to the Agricultural Land Commission with a recommendation to support the exclusion of a portion of Lot A, Sections 28, 29 and 32, Sooke District, Plan VIP75447 from the Agricultural Land Reserve, in exchange for the Inclusion of a Portion of Lot A, Section 32, Sooke District, Plan VIP77727, Except Parts in Plans VIP77765, VIP78743, VIP79134, VIP79684, VIP80394, VIP80698 and VIP87411 into the ALR, in order to accommodate a future school site, sports fields and fire hall on those lands to be excluded.

CARRIED

Councillor Dumont returned to the meeting at 7:43 pm.

4. **Off Road Recreation**

Gerald Christie provided an overview of the report for off road recreational use in the Harbourview lands owned by the Capital Regional District (CRD).

Public Input

There was no public input

Council Discussed

- Provincial Park at Shields Lake
- Access to Provincial Park
- Private lands from Glintz Lake
- Communicate with Province regarding their intentions of the Provincial Park

MOVED to recommend that Council receive the Off Road Recreation report for information;
AND THAT the report be brought forward to the June 14, 2010 Regular Council meeting;
AND THAT Council direct staff to contact the Province to request further information regarding future plans of Sooke Mountain Park.
CARRIED

5. **Community Growth Area Discussion**

Gerald Christie provided information as to the Community Growth Area and the Official Community Plan land use.

Public Input

There was no public input.

Council Discussed:

- Cost of building inside the town centre
- Encouraging density in the town centre
- Need of a commercial based town centre

Gerald Christie informed Council that both the Town Centre Plan and the OCP do not allow for small residential lots inside the town centre.

Council further discussed:

- Need for infill outside the town centre
- SSA supporting infill and small lots
- Need for DCC's
- Incentives for developers
- Need for DCC's to pay for roads, sidewalks etc.
- Have clear plans and guidelines in place for small lots outside town centre
- New Zoning Bylaw will provide lot coverage

6. **Adjournment**

The meeting was adjourned at 8:25 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held June 21, 2010 at 6:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief

1. **Call to Order**

The meeting was called to order at 6:17 p.m.

2. **Motion to Close the Meeting to the Public**

MOVED, seconded to close the meeting to the public under section 90(1) of the *Community Charter* for discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

CARRIED UNANIMOUSLY

3. **Adjournment**

MOVED and seconded to adjourn the meeting at 9:11 pm.

CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held July 5, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerald Christie, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Matt Barney, Firefighter

1. **Call to Order**

The meeting was called to order at 7:00 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda as circulated with the addition of New Business NB-1 Proposed Strata Conversion – 2059 Kennedy Street North and NB-2 Supplementary Information Rezoning Application – 2039 Idlemore Road.

CARRIED

3. **Rezoning Application – 2039 Idlemore Road**

Gerald Christie gave a powerpoint presentation and review of the rezoning application for 2039 Idlemore Road.

Committee discussed building size and requirement for enclosed storage under zone.

MOVED to recommend that Council introduce and give first and second reading to Bylaw No. 457, *Zoning Amendment Bylaw (270-75)*;

AND TO schedule a Public Hearing for Bylaw No. 457, *Zoning Amendment Bylaw (270-75)* in accordance with the requirements of the *Community Charter* and *the Local Government Act*.

CARRIED

4. **Secondary Suites Background Information**

Committee discussed:

- Oak Bay Secondary Suites Review Committee Final Report
- OCP supports preserving character of existing neighbourhoods
- Need for attainable housing
- District suite program must promote advantages of registration of suites
- Zoning, health and safety must be addressed
- Fire department issues

- Parking - tenancy agreements restrictions
- Conforming to building code
- Need to ensure fairness of suite program
- Registration will enable to track number of suites
- Upgrading suites
- Follow top of Page 30 criteria
- Survey results similar to Oak Bay
- Committee Terms of Reference in keeping with current committee policy
- Fire protection and parking key issues
- View Royal and Esquimalt suites programs
- Until zoning bylaw is updated, permit secondary suites on 500 square metre lots in newer neighbourhoods
- Jump start for construction industry
- Parking policy required for all zones

Gerald Christie gave a powerpoint review of the staff report as to secondary suites.

Committee discussed:

- Ability to add suites in single level building
- Increase in density, but concern as to existing neighbourhoods
- Dover Road parking issues
- No secondary suites on cul de sacs, etc. unless parking provided
- Fairness in legalization of suites
- Need to get infrastructure with higher density
- Need to increase number of suites in Town Centre
- Illegal suites are often added after occupancy certificate issued
- Current rental unit vacancy rate
- Demographics changing for renters; more want to rent rather than own
- Behaviour of people who do not want to park onsite or in garage; choose to park on road

Public Input:

Michael Volk, Victoria Resident, states that there is not a level playing field for construction companies in Sooke; competition is high with Victoria; requests that Council permit secondary suites in new construction on 500 square metre lots.

Andy Lesmanis, Sooke Resident, supports a Secondary Suites Advisory Committee but warns that construction will continue with new suites without regulation.

Andy Lesmanis, Sooke Resident, requests Council to make the secondary suites amendments now.

Michael Volk, Victoria Resident, states that a building scheme can be placed on the subdivision requiring parking.

MOVED TO RECOMMEND THAT COUNCIL direct staff to bring forward a report to amend the zoning bylaw to permit secondary suites on 500 square metre lots in the RS-2 zone and to address parking requirements for the secondary suites in the RS-2 zone; **AND TO** recommend that Council establish a Secondary Suites Advisory Committee to make recommendations to Council on the issue of secondary and small suites, including the legalization of illegal suites; **AND TO** recommend that Council approve the Secondary Suites Advisory Committee Terms of Reference.

CARRIED

Mayor Evans called a recess at 8:49 pm.

Mayor Evans called reconvened the meeting at 8:52 pm.

5. **NB-1 Proposed Strata Conversion – 2059 Kennedy Street North**

Elisabeth Nelson reviewed the staff report as to 2059 Kennedy Street North.

Lois Gardner provided the history of the property development.

MOVED TO RECOMMEND THAT COUNCIL authorize the strata conversion of the third unit at 2057/2059 Kennedy Street North;

AND TO authorize the Mayor and Chief Administrative Officer to sign the strata plan.

DEFEATED

MOVED to direct staff to provide further information as to the strata conversion for 2059 Kennedy Street North, including the subdivision services (sewer), setback requirements, creation of strata lots under tent lot zoning and the building inspection permit.

CARRIED

6. **Adjournment**

The meeting was adjourned at 9:30 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held August 16, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerald Christie, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Tina Hansen, Acting Council Clerk

1. **Call to Order**

The meeting was called to order at 7:01 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda with the following items as New Business/Supplementary information.

- Strata Property Act – Section 242
- Amended DRAFT Delegation Bylaw
- Policy 5.2 Purchasing Policy

CARRIED

3. **Strata Title Conversion of Previously Occupied Buildings Policy**

Elisabeth Nelson provided a summary on the report for *Strata Title Conversion of Previously Occupied Buildings Policy*.

Public Input

There was no input from the public.

Committee discussed:

- The requirement of a B.C. Building Code Compliance Report prepared by a qualified professional engineer or architect.
- Compliance of technical requirements
- Ensuring the policy incorporates the majority of the District of Sooke
- Individual services for each strata; sewer, water and hydro
- Ensuring the requirements for Highway 14 are followed for the anticipated bypass; driveways, setbacks, culverts, sewer, water, etc.
- Concerns of strata on strata developments, strata within a strata is not permitted
- Ensuring adequate fire protection between dwellings
- Potable wells should be a requirement

- Keeping the Policy procedures simple for people to achieve
- Ensuring an option for affordable/attainable housing components
- Fire, structural and plumbing codes already covered under building permits
- Policy should be for single family homes; not apartment buildings
- Importance of Statistics Canada demographics; renter occupied dwellings
- Ensuring safe Emergency vehicle access
- Ensuring dwellings are made more accessible
- Apartment conversions; ensuring visitor parking and handicap parking is available – parking to be per zoning bylaw
- Ensuring street number is assigned to each proposed strata unit
- Ensuring garbage receptacles are bear proof
- Consider Esquimalt strata title conversion policy as to fencing, etc.
- Single family dwelling with suite or duplex having individual tax roll numbers; power supply, water, etc; will this separate servicing be affordable?

Elisabeth Nelson provided clarification as to the requirements for services under bylaws and legislation (ie. Subdivision and Development Bylaw) and the importance of having a building code compliance report from a qualified professional engineer or architect.

The Committee continued to discuss:

- Ensuring liability protection for both owners and the District
- Opportunity provided in pre-application meetings prior to applicant submission of application and payment of fees to review list of requirements
- *Tenancy Protection Act*, still applies to ensure protection for renters
- Council does not support strata conversion of apartment buildings in order to protect rental stock
- Strata conversion process of existing dwelling vs. process of strata for new dwellings
- Support for strata conversion of duplexes
- Ensuring strata conversion is affordable; building permit process and development permit process
- Drainage requirements, fire protection and water outside of the SSA
- Who is liable when builder is gone; ensuring due diligence
- Keeping growth where infrastructure is while ensuring fairness within the community

Elisabeth Nelson stated that the possibility for Duplex construction outside of the SSA is dictated by the Sooke Zoning bylaw.

The Committee requested that staff make the discussed amendments including the removal of “Apartment Building Conversion” to Policy No. 8.6, *Strata Title Conversion Policy, 2010* and bring it back to Council for further consideration.

4. **Delegation Bylaw**

Bonnie Sprinkling provided a summary and explanation of the DRAFT Delegation Bylaw, 2010.

Public Input: There was no input from the public.

Committee discussed:

- Delegation to authorize legal advice and proceedings
- Quarterly financial report
- Delegation of Strata title conversion approval
- Receiving feedback information for strata title conversion policy
- Bylaw amendments when required
- Effective date of March 1st, 2011 for Delegation of Strata Title Conversion Approval

MOVED to recommend that Council approve Delegation Bylaw, 2010 with the following amendments:

- Removal of Delegation of Land Use Approval (sections 5 and 6)
- Removal of Delegation of Reduction or Refund of Fees (section 9)
- Effective date of March 1st, 2011 for Delegation of Strata Title Conversion Approval

CARRIED

Councillor Herb Haldane opposed the motion

5. **Highway 14 Re-surfacing Update**

Al Fontes reported that District staff met with the Ministry of Transportation earlier today and provided an update as to the re-surfacing project on Highway 14.

Committee discussed:

- Delays with the re-surfacing project
- Request for explanation on what the contract with the Province involves to determine what the \$6 million budget covers
- Widened shoulders for bicycle traffic

Al Fontes confirmed that widened shoulders would be constructed from Charters to Ludlow.

6. **Motion to Close the Meeting to the Public**

MOVED to close the meeting to the public at 8:33 pm under section 90(1) of the *Community Charter* to discuss:

- *90(1)(g) litigation or potential litigation affecting the municipality;*
- *90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
90(1)(k) for negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

7. **Adjournment**

The meeting was adjourned at 10:45 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held September 7, 2010 at 8:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerald Christie, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Tina Hansen, Acting Council Clerk

1. **Call to Order**

The meeting was called to order at 8:00 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda with the following items as New Business/Supplemental Information.

- Correspondence dated September 7, 2010 from Terrance Martin
- Strata Title Conversion of Previously Occupied Buildings Policy
 - Committee of the Whole recommendations of August 9, 2010

CARRIED

3. **Sooke Youth Council Support Request**

Dr. Ellen Anderson provided a summary as to the Sooke Region Community Youth Connections (CYC) application to the Vancouver Foundation's Health and Medical Education Grant program. The Sooke Region Community Youth Connections is supported by the Community Health Initiative (CHI) and Edward Milne Community School Society (EMCSS). The goal of the application is to get funding to provide projects and services developed to meet the needs of the community. The three priorities are to:

- Partnership to enhance youth learning opportunities
- Maintain a viable sustainable Sooke Region Youth Council
- Evaluate effectiveness of community process

Council discussed:

- Inclusion of stats comparisons with other municipalities of similar size
- Importance of having a regional youth drop in centre
- T'Sou-ke Nation involvement
- Funding is a three year commitment with Vancouver Foundation
- Concerns of sustainable funding to support youth activities after 2013
- Feasibility study will be significant
- Including Youth Centre as an amenity within the District

- Shared facility for Seniors and Youth
- Grant application must include confirmation of funds for 2011
- Finding a way to make sustainable
- Finding a way to ensure a self-sustaining youth centre
- People will be waiting and willing to make happen

MOVED to recommend that Council provide a letter of support for the Sooke Region Community Youth Connections in its application to the Vancouver Foundation's Health and Medical Education/Research Grant program.

CARRIED

4. **CRD Planning and Protective Services**

Bob Lapham, General Manager, CRD Planning and Protective Services provided a power point presentation on the CRD Regional Housing Corporation. The presentation provided information on the following:

- CHRC Portfolio
- Funding Sources Overall Portfolio 2009
- CMHC Mortgage Subsidy/Tenant Revenue
- CMHC Portfolio vs Market Rent
- MCHC Portfolio Value in Millions (assessed value)
- CRD Establishing Bylaw Service
- CRHC Acquisition Policy

Council discussed:

- Housing Corporation sustainable without increasing taxes to the public
- What happens when family status changes – concerns of subsidy qualification
- Ensuring Sooke is Included with subsidy housing
- Concerns that few applications make criteria
- Purpose of CRD Bylaws is to authorize borrowing to be recovered by rental income generated by the Housing Corporation
- Concerns of provincial government downloading
- Attainable housing would be a valuable asset in Sooke

MOVED to recommend that Council give consent to the adoption of CRD Bylaw 3712, *Land Assembly, Housing and Land Banking Service Establishment Bylaw No. 1, 2010* and Bylaw No. 3715, *Land Assembly, Housing and Land Bank Loan Authorization Bylaw No. 1, 2010* in accordance with section 801.4 of the *Local Government Act*.

CARRIED

5. **Transit Stop Benches with Advertising**

Tim Ward, MAS Enterprises, provided a power point presentation on the proposal of transit stop benches within the District of Sooke.

Council discussed:

- Proposal would need to be reviewed by Sign Bylaw Committee
- Benches may not work for school bus routes as bus routes sometimes change

- Consideration of recycled plastic in the form of lumber
- Concerns of vandalism
- Incorporate Student art on benches
- Involvement of BC Transit

Council recommended that MAS Enterprises install two benches as a pilot project.

MOVED to direct staff to work with MAS Enterprises to determine the feasibility and logistics of installing transit stop benches within the District of Sooke.

CARRIED

6. **Rezoning Application – 6978 West Coast Road**

Gerald Christie provided a power point presentation on the rezoning application and phased development for 6978 West Coast Road.

Public Input

There was no input from the public.

Council discussed:

- Agricultural Land Commission buffer
- Responsibility and maintenance of buffer zone and fencing
- Concerns of drainage
- Concerns of development looking congested
- Covenant to ensure no construction on the berm
- Ensuring Council's vision for community
- Affordable housing unit component

MOVED to recommend that Council introduce and give first and second reading to Bylaw No. 456, *Zoning Amendment Bylaw (270-74)*;

AND introduce and give first and second reading to Bylaw No 461, *West Coast Road Phased Development Agreement Authorization Bylaw, 2010*

AND schedule a Public Hearing for Bylaw No. 456, *Zoning Amendment Bylaw (270-74)* and Bylaw No. 461, *West Coast Road Phased Development Agreement Authorization Bylaw, 2010* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

7. **Development Variance Permit Application – 1999 Maple Avenue South**

Gerald Christie provided a power point presentation on the development variance permit for 1999 Maple Avenue South.

Council discussed:

- Addressing road width of 12 metres in hammerhead subdivisions in amended Subdivision and Development Standards Bylaw
- Ensuring parking is limited to one side of the road and appropriate signage is posted
- Concerns of insufficient visitor parking
- Parking requirements
- Size of dwellings

MOVED to recommend that Council authorize the issuance of a Development Variance Permit PLN00815 to allow for the subdivision of the property at 1999 Maple Ave South legally described as Lot 1, Section 3, Sooke District, Plan 17276 by relaxing Bylaw No. 65, *Subdivision and Development Standards, 2003*, Schedule B, Section R, Part 2 to allow the minimum road right-of-way for the proposed subdivision Road to be 12 metres instead of 14 metres.

CARRIED

8. **Strata Title Conversion of Previously Occupied Buildings Policy**

Council discussed:

- Application to include location of existing drainage onsite and offsite
- Eliminate the requirement for Electrical Safety Authority or gas inspector to provide letter; staff to investigate if it can be done through electrician and gas installer and building department
- Importance of having "sign off by a professional at some level" as a requirement in the Policy

MOVED to direct staff to make the proposed amendments to Policy No. 8.6, *Residential Strata Title Conversion Policy, 2010* and bring it back to Council for further discussion.

CARRIED

9. **Road Maintenance Contract**

Mayor Evans stated that she may be in a conflict of interest position as to item number 9; Road Maintenance Contract as her husband works for the Contractor and excused herself from the meeting at 10:00 p.m.

Council discussed:

- Financial impacts
- Amount of new roads (additional kilometres) to date
- Does contract include coverage for storms (snow ploughing etc)
- Extra funding available from PEP for storm damage
- Reserve funds for snow removal also included in Parks Maintenance Contract
- Future additional roads between now and end of contract
- Ensure new roads are included in the contract

MOVED to recommend that Council approve the extension of the Roads and Maintenance contract with Mainroad South Island Contracting, for a period of two years, with the inclusion of additional municipal roads constructed since 2004;
AND authorize the Mayor and Chief Administrative Officer to sign the contract with Mainroad South Island Contracting.
CARRIED

Mayor Evans returned to the meeting at 10:07 p.m.

10. **MOTION TO CLOSE THE MEETING TO THE PUBLIC:**

Motion to close the meeting to the public under section 90(1) of the Community Charter for the purpose of:

90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

The meeting was adjourned at 10:16 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Report of Public Hearings
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on September 7, 2010 at 7:00 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Burger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Gerald Christie, Municipal Planner
Tina Hansen, Acting Council Clerk

**PH-1 Bylaw No. 455, Zoning Amendment Bylaw (270-73) and
Bylaw No. 460, Maple Avenue South Phased Development Agreement
Authorization Bylaw, 2010
Property known as 1999 Maple Avenue**

Mayor Evans called the Public Hearings for Bylaw No. 455 and Bylaw No. 460 to order at 7:01 p.m.

Mayor Evans advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Gerald Christie provided a power point presentation on the rezoning application and phased development agreement for 1999 Maple Avenue.

Public Input

Clive Kitchener, Sooke resident, stated his concerns as to the development variance permit application for 1999 Maple Avenue South and believes that allowing a 12 meter right-of-way for the road into the subdivision would set a precedent for other development applications on Maple Avenue.

Gail Hall, Sooke resident, stated she was not in support of Bylaw No. 455 and Bylaw No. 460 and believes the Bylaws to be insufficient and fail to meet statutory requirements. Ms. Hall read out and submitted a written statement and summary of her concerns as to the following:

- Improper delegation of authority
- Amenities section 9 – ensuring precise wording in Bylaw
- Schedule C amenities - density
- Protection of developer
- Protection of public interest

Mayor Evans called three times for submissions. Hearing none, she closed the public hearing at 7:17 pm.

Council discussed:

- Subdividing off the “spea” area to incorporate with neighbouring property
- S.905 of *Community Charter* authorizes phased development agreements
- Amenities Policy
- Referral agency comments
- Time frame for Phased Development Agreements
- Cash in lieu for park dedication
- Spea not being suitable land for park

Council to consider third reading of Bylaw No. 455 and Bylaw No. 460

MOVED and seconded that Bylaw No. 455, *Zoning Amendment Bylaw* be read a third time.

CARRIED

MOVED and seconded that Bylaw No. 460, *Maple Avenue South Phased Development Agreement Authorization Bylaw, 2010* be read a third time.

CARRIED

**PH-2 Bylaw No. 462, *Zoning Amendment Bylaw (270-78)*
Property known as 7130 West Coast Road**

Mayor Evans called the Public Hearings for Bylaw No. 462 to order at 7:28 p.m.

Mayor Evans advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Gerald Christie provided a power point presentation on the rezoning application for 7130 West Coast Road.

Public Input

Tom Bligh, Applicant, stated that they were still working with the Ministry of Transportation with regards to the conditions of the road dedication.

Mayor Evans called three times for submissions. Hearing none, she closed the public hearing at 7:32 pm

Council to consider third reading of Bylaw No. 462

MOVED and seconded that Bylaw No. 462, Zoning Amendment Bylaw be read a third time.

CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Committee of the Whole Minutes
Meeting held September 14, 2010 at 6:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont

ABSENT: Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Tara Johnson, Planner
Katherine Lesyshen, Planner
Nikki Lewers, Deputy Approving Officer

BOARD OF VARIANCE:

Ellen Lewers, Chair (arrived at 6:15 pm)
Marilyn Andreychuk
Travis Butler

1. **Call to Order**

The meeting was called to order at 6:12 p.m.

2. **Motion to Close the Meeting to the Public**

MOVED to close the meeting to the public under section 90(1) of the Community Charter for the purpose of;
(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and
(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

CARRIED UNANIMOUSLY

3. **Adjournment**

MOVED and seconded to adjourn the meeting at 10:30 pm.

CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Minutes of Committee of the Whole Meeting
held at 2360 French Road/Mountain Height Drive, Sooke, BC
on September 18, 2010 at 9:00 a.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

NIL

CONSULTANT/FACILITATOR

Jim Craven James R. Craven & Associates Ltd.

1. CALL TO ORDER

Mayor Evans called the meeting to order at 9:05 am.

2. Motion to Close the Meeting to the Public

MOVED to close the meeting to the public under section 90(1) of the Community Charter for discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

CARRIED UNANIMOUSLY

3. Adjournment

MOVED and seconded to adjourn the meeting at 11:45 am.

CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held September 20, 2010 at 8:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Gerald Christie, Municipal Planner
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Tina Hansen, Acting Council Clerk

1. **Call to Order**

The meeting was called to order at 8:00 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda as circulated.
CARRIED

3. **District of Sooke Stormwater Quality Annual Report 2008**

Laura Byrne introduced Barri Rudolph and Dale Green from the Capital Regional District's Stormwater Harbours & Watersheds, Environmental Sustainability.

Barri Rudolph provided a power point presentation on the District of Sooke Annual Stormwater Quality Report – 2008 Results. The presentation provided an overview of the following information:

- Stormwater Discharge evaluations
- Public Health Concerns
- Stormwater Discharge Concerns
- Stormwater Discharge evaluations – Fecal coliform levels
- Stormwater Discharges that exceed Thresholds
- Stormwater Discharge Evaluations – Sewering
- Nearshore Surface Water sampling & results
- Watercourse monitoring & results
- Special Projects

Public Input

There was no input from the public.

Committee discussed:

- rating and restrictions for shellfish harvesting
- Station in Silver Spray Area – high fecal coliform level may be due to sheep farm
- Station at Coopers Cove – high fecal coliform levels due to horses upstream
- Strategies that can be put into place for agriculture waste

Laura Byrne reported that the information acquired from the Stormwater Quality reports links to the Liquid Waste Management Plan and will provide the tools for informed decisions as they relate to development and infrastructure activities that may impact the Sooke Harbour and Basin.

Committee continued to discuss:

- Contaminant rating at 2056; foot of Maple Avenue – CRD will be looking into further
- Concerns of sewage dumping from live aboard vessels in the Sooke Harbour – ensuring protection of the Sooke Harbour and Basin with a policy for live a board vessels and sewage disposal

Laura Byrne reported that the District of Sooke will be installing a marine head vacuum system for sewage disposal which, combined with education to boat users and live aboards, will assist in solving the elevated marine fecal coliform counts.

Committee continued to discuss:

- Interesting to see how data is compared with previous years – 1997 was the first year collection samples were taken
- Shellfish harvesting compared to crab harvesting – is there a concern with harvesting crab – inverts are not affected.
- DFO would shut down crab harvesting if there was a concern – CRD will confirm and report back to staff
- Bivalve fish are the concern as they absorb the fecal coliform
- Was discharge 2048 monitored - counts were lower in 2009
- Testing along the east shoreline – this area was to be tested
- Contamination at Maple Avenue - Concerns of crabbing in this area
- Discharge 2039 Kaltasin area - rating was done in winter 2009 – count can go as low as 10 but fluctuates a lot more in the dry season
- High count on Whiffin Spit/Wright Road area – is this an area of concern for public health
- Wright Road (2065) – shows moderate to high – this may be a potential spot to do more analysis
- Alderbrook Stream (2042 A) is an area of concern
- Kaltasin beaches and Billings Spit are both used by the public – concerns of failing septic systems in this area and not many stormwater discharges to evaluate
- Concerns of public swimming at Whiffin Spit, Boardwalk and Kaltasin area – do we need to start looking at signage for public health?

- Issue of testing being done long before results are provided

Dale Green reported that the areas of concern would have to be revisited. They can work with VIHA who would makes the determination as to public safety.

MOVED to recommend that Council receive the District of Sooke Stormwater Quality Annual Report 2008 for information.

CARRIED

4. **Rezoning Application & Phased Development Agreement – 6718 Grant Road West**

Gerald Christie provided a power point presentation on the rezoning a phased development of 6718 Grant Road West.

Public Input

Larry Champagne, applicant, originally wanted to build a duplex but duplexes are not allowed in the downtown zone. He would like to build two up and down units.

Gerald Christie suggested that Council could consider a covenant with a height restriction of 13 meters on the development as part of the rezoning application.

Committee discussed:

- Original dwelling has been demolished
- Importance of supporting a covenant with height restrictions
- The development would be a strata development
- Ensuring the neighbourhood becomes part of the downtown – covenant with height restrictions will not support this idea
- Concerns of implications when removing the covenant
- Grant Road will most likely be medium density not high density
- Ground level housing will be appealing to seniors
- pricing per unit
- Two stories dwellings will fit wit the existing neighbourhood
- Covenant will protect people in the area
- Zoning Bylaw

Gerald Christie reported that Council could approve the rezoning of the property and the development permit at the same time to assure form and character of the development.

MOVED to recommend that Council introduce and give first and second reading to Bylaw No. 470, *Zoning Amendment Bylaw (270-83)*;

AND introduce and give first and second reading to Bylaw No. 471, *Grant Road West Phased Development Agreement Authorization Bylaw, 2010*;

AND schedule a Public Hearing for Bylaw No. 470, *Zoning Amendment Bylaw (270-83)* and Bylaw No. 471, *Grant Road West Phased Development Agreement Authorization*

Bylaw, 2010 in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

CARRIED

5. **Adjournment**

The meeting was adjourned at 9:10 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE

Report of Public Hearings
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on September 20, 2010 at 7:00 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Burger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Gerald Christie, Municipal Planner
Tina Hansen, Acting Council Clerk

**PH-1 Bylaw No. 463, *Zoning Amendment Bylaw (270-79)* and
Bylaw No. 464, *Townsend Road Phased Development Agreement Authorization
Bylaw, 2010***

Property known as 2280 Townsend Road

Mayor Evans called the Public Hearings for Bylaw No. 463 and Bylaw No. 464 to order at 7:00 p.m.

Mayor Evans advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Gerald Christie provided a power point presentation on the rezoning application and phased development agreement for 2280 Townsend Road.

Public Input

Larry Champagne, applicant, stated that the strata are still owners of the property subject to the property becoming rezoned.

James Hala, Sooke resident, was not opposed to the rezoning application but stated his concerns as to privacy and would like the buffer of alder trees on the property line to remain for privacy. Mr. Hala also commented on his concerns of traffic and the safety of children when vehicles are turning from Rhodonite Drive onto Townsend Road. Mr. Hala inquired as to whether a speed bump could be installed, will there be a pathway leading into the park and what the timeline was on the completion of the sidewalk.

Larry Champagne, applicant, offered to meet Mr. Hala prior to the start of any development to address his concerns.

Mayor Evans called three times for submissions. Hearing none, she closed the public hearing at 7:10 pm.

Council discussed:

- Whether the sidewalk will be accessible from Townsend Road
- Concerns with blind corner at Rhodonite Drive and Townsend Road

Council to consider third reading of Bylaw No. 463 and Bylaw No. 464

MOVED and seconded that Bylaw No. 463, *Zoning Amendment Bylaw (270-79)* be read a third time.

CARRIED

MOVED and seconded that Bylaw No. 464, *Townsend Road Phased Development Agreement Authorization Bylaw, 2010* be read a third time.

CARRIED

PH-2 Bylaw No. 459, *Zoning Amendment Bylaw (270-77)*

Property known as Cinnabar Place Park

Mayor Evans called the Public Hearing for Bylaw No. 459 to order at 7:12 p.m.

Mayor Evans advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Gerald Christie provided a power point presentation on the rezoning application for Cinnabar Place Park.

Public Input

Dave Storey, Sooke resident, was not in support of the rezoning application and stated he does not understand why Council is considering the sale of these green spaces. Mr. Storey stated that children use the spaces to play soccer and football and feels that the comments and petitions from the public have not been heard.

Dorothy Cannon, Sooke resident, was not in support of the rezoning application and the sale of the green spaces as she has good memories of her husband walking their dog in the park. Mrs. Cannon stated her concerns of having two storey dwellings built on the lot which will not be aesthetically pleasing or fit with the existing neighbourhood.

Council discussed:

- The possibility of neighbours purchasing the land to keep as green space

Mayor Evans called three times for submissions. Hearing none, she closed the public hearing at 7:19 pm.

Council to consider third reading of Bylaw No. 459

MOVED and seconded that Bylaw No. 459, *Zoning Amendment Bylaw (270-77)* be read a third time.

CARRIED

MOVED and seconded that Bylaw No. 459, *Zoning Amendment Bylaw (270- 77)* be adopted.

CARRIED

PH-3 Bylaw No. 465, *Zoning Amendment Bylaw (270-80)*

Property known as Opal Place Park

Mayor Evans called the Public Hearing for Bylaw No. 465 to order at 7:20 p.m.

Mayor Evans advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Gerald Christie provided a power point presentation on the rezoning application for Opal Place Park.

Public Input

Dave Storey, Sooke resident, inquired as to why the parks could not be sold prior to sewers in Sooke and stated that his children will be disappointed.

Mayor Evans explained that Council is looking at the purchase of strategic parkland so the community can benefit as a whole.

Judy Mitchell, Sooke resident, stated she also has concerns as to having two storey and multi family dwellings built in an existing neighbourhood of single family dwellings. Ms. Mitchell also stated that the postal boxes take up a portion of the lot on Pyrite Drive.

Council discussed:

- Assuring the public that these small parks are being replaced with strategic pieces of parkland
- Ensuring residents can continue use of the parks until they are on the market – still considered public property
- Placing covenants on new pieces of parkland to ensure future Councils cannot remove from park designation

Gerald Christie reported that the Parks and Trails Master Plan provides new strategic direction as to the purchase of parkland and a covenant could provide some assurance to the public.

Bonnie Sprinkling reported that the purchase of parkland must have the approval of the electors.

Council continued to discuss:

- The only way to purchase larger strategic parklands is to sell the smaller parks

Mayor Evans called three times for submissions. Hearing none, she closed the public hearing at 7:33 pm

Council to consider third reading of Bylaw No. 465

MOVED and seconded that Bylaw No. 465, *Zoning Amendment Bylaw (270-80)* be read a third time.

CARRIED

MOVED and seconded that Bylaw No 465, *Zoning Amendment Bylaw (270-80)* be adopted.

CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held October 4, 2010 at 7:30 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Laura Byrne, Engineering Technologist
Tina Hansen, Acting Council Clerk

1. **Call to Order**

The meeting was called to order at 8:10 p.m.

2. **Approval of Agenda**

Moved to approve the agenda as circulated.
CARRIED

3. **CRD Regional Parks; Land Acquisition Fund – Summary of 2009 Acquisitions**

Lloyd Rushton, General Manager Parks and Community Service, CRD provided an overview of the CRD Regional Parks' Land Acquisition Program 2000 to 2009. The power point presentation included the following information:

- Established in 2000 for 10 years
- Based on CRD Board approved Master Plan
- Levy of \$10 per average household
- Accomplishments 2000 to 2009
- Cost of Regional Parks to Residents of the District of Sooke
- Regional Parks Land Acquisition Program 2010 to 2019
 - \$12 per average household in 2010, increasing by \$2/year to \$20 in 2014, the remaining at \$20/year to 2019
- Acquisition of Land from Western Forest Products
 - Sooke Hills Parcels/Jordan River Parcels

Mayor Evans inquired as to why the Land Acquisition Program did not go to the public to vote. Jeff Ward informed Council that the Board felt there was public support with the Land Acquisition Program. There is going to be a full assessment of Western Forest Lands to see what will be kept.

Public Input

Terrance Martin, Sooke resident inquired as to the funding for the purchase of Western Forest Lands. Mr Martin stated that The Land Conservancy contributed approximately \$250,000 and inquired as to the extent of their commitment and where does it leave the public if they default. Mr. Martin asked why the CRD is not borrowing the money in the first place.

Committee discussed:

- Sale with Island View Beach – has been sold
- Concerns of TLC being unequal funding partner and putting covenants on the land

4. **Community in Bloom Presentation**

Elida Peers, Sooke Region Historical Society, provided a summary of the District of Sooke's involvement with the provincial Communities in Bloom program and the 2010 Evaluation Report.

Ms. Peers informed Council that the judging and evaluation by a provincial judging committee takes place each July, with results announced at the annual conference in September.

- In 2007, the highlight of the selection of the judges was the edible garden at Sooke Harbour House.
- In 2008, Sooke received 2 blooms and the highlight selection of the judges was the flowline planter installation on the fire hall lawn.
- In 2009, Sooke received 3 blooms and the highlight selection of the judges was the boardwalk. Sooke was given the Community Participation Award.
- In 2010, Sooke received 4 blooms and the highlight selection of the judges was the Sunriver Community Gardens. Sooke was given the Heritage Conservation Award by the Provincial Capital Commissioner.

Mayor Evans took the opportunity to thank Ms. Peer, Ms Johnson and the committee for all their work with Sooke's Communities in Bloom participation.

Evan Parliament also thanked Ms. Peers and the Committee for their wonderful job. The District of Sooke will be hosting the 2011 Communities in Bloom Conference which will bring further exposure to Sooke.

5. **Strategic Plan Update for 2011**

Public Input

There was no input from the Public.

MOVED to receive the draft updated 2009-2011 Strategic Plan and Priority Projects for 2011.

CARRIED

6. **Motion to Close the Meeting to the Public**

MOVED to close the meeting to the public under section 90(1) of the Community Charter for the purpose of discussions as to:

- 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and
- 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

CARRIED

7. **Adjournment**

The meeting was adjourned at 8:35 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Report of Public Hearing
held in the Council Chamber
at 2225 Otter Point Road, Sooke, BC
on October 18, 2010 at 7:00 p.m.

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Burger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Elisabeth Nelson, Municipal Planner
Al Fontes, Manager of Operations
Tina Hansen, Acting Council Clerk

**PH-1 Bylaw No. 469, Zoning Amendment Bylaw (270-82)
Property known as Harbourview Road Sea to Sea Regional Park**

Mayor Evans called the Public Hearing for Bylaw No. 469 to order at 7:00 p.m.

Mayor Evans advised that any person who believes that their interest in property is affected by the proposed bylaws would be given a reasonable opportunity to be heard or to present written submissions at the public hearings.

Elisabeth Nelson provided a brief summary of the rezoning application for Harbourview Road Sea to Sea Regional Park and introduced Jeff Ward, Manager of Planning, Resource Management and Development, CRD.

Jeff Ward, CRD, provided a power point presentation on the rezoning application for the Harbourview Road Sea to Sea Regional Park parking lot. The presentation provided the following information:

- Sea to Sea Regional Park is one of the newest regional parks which will provide residents and visitors with outstanding opportunities for sustainable outdoor recreation.
- The Harbourview Road parking area is the “gateway” to the Sea to Sea Regional Park.
- Sea to Sea Regional Park will benefit the region and the District of Sooke through outdoor recreational activities; educational opportunities; increase revenues from tourism use of local businesses; safeguarding critical habitat for plant and animal species.
- Harbourview Road parking area will provide easy access from Sooke Road; up-to-date information regarding the park; parking for a range of users, washroom facilities, and bike tool-shed.

Jeff Ward reported that CRD Parks does not want to provide a Statutory Right of Way over the portion of land currently under consideration for rezoning. The CRD would like to work with District staff to come up with an agreement in the case of future changes to

the CRD Parks Management Plan and at that time, the CRD may be willing to look at alternate uses in the park.

Public Input

Gail Hall, Sooke resident, stated that this Public Hearing is about a parking lot, washing station, washroom facilities and a tool shed and supports the CRD wanting to provide these facilities.

Sid Journa, President, Juan de Fuca Community Trails Society, read a submission in support of the rezoning application which stated the Sea to Sea Green Blue Belt has been in planning since before 1991 and there has been a lot of work done; holding up the development of the parking lot and park amenities while long term issues are resolved is missing a huge opportunity and serves no ones interest.

Dick Thut, Sooke resident, stated his opposition to the rezoning application due to the costs associated with the improvements to the parking lot and covenants on park lands.

Laurie Wallace, Sooke resident, stated that she was not opposed to the rezoning application but was concerned as to the condition and width of Harbourview Road and the effects an increase in traffic will have on the road. Ms Wallace also stated that her water pressure is already low and inquired as to what effects the washing station and washroom facilities will have on water pressure in the area.

Ellen Lewers, Sooke resident, was not in support of the rezoning application and stated that she feels the access road should be brought up to standard with funding support from the CRD so all user groups can be accommodated and have access to the lakes; no one should be discriminated against.

Don Brown, Sooke resident, stated that he agreed with Mrs. Lewers' statements and feels a road suitable for travelling on in the park is an excellent opportunity to allow access to the lakes with minimal impact to the environment.

Andy Barry, Otter District resident, stated that he spent considerable time as a child at the lakes in the park and that as the park lands are purchased through the Land Acquisition Fund, everyone should have the opportunity to use the park. Mr. Barry further stated that off road recreation is an excellent economic and exposure opportunity for Sooke.

Heather Phillips, Otter District resident, expressed her support for the rezoning application and stated that the parking lot and amenities were not going to prevent future negotiations of vehicle access into the park.

Terrance Martin, Sooke resident, stated that he was not in support of the rezoning application and that the only way the issue of motorized vehicle use will change in the park will be when the CRD Park Management Plan changes. Mr. Martin cited section 75 of Land Titles Act.

Chris Bane, Sooke resident, expressed his support of the rezoning application and non-motorized use of the park. Mr. Bane stated that some park spaces cannot be accessible to everyone; we need to get on with making a park for tourists and future generations to enjoy.

Zachery ?, East Sooke resident, stated that if there was a way to rebuild the road into the park, he feels it would be used by 99% of the community.

Mr. Low, Sooke resident, stated that he is not in support of the rezoning application and stated his concerns as to access into the park where he and his children used to go.

Sylvia Sessions, Sooke resident, stated her support for the rezoning application and commented on damage that she has witnessed and the dumping of garbage by motorized vehicle users. Ms. Sessions also stated concerns as to parking issues and the condition of Harbourview Road.

Eilleen Carlson, stated her support of the rezoning application and encourages what the CRD is doing with the park.

Lorien Arnold, Sooke resident, expressed his support of the rezoning application and stated he has been an advocate for mountain biking for many years. Mr. Arnold urged Council to open Harbourview Road Sea to Sea Regional Park and make it a world class biking park. Sooke Biking Club needs a place where liability is minimal and safety is maximum which will bring economic and social benefits.

Rosemary Jorna, Otter District resident, expressed her support of the rezoning application and provided information as to the donations made by private individuals to the Sea to Sea Greenbelt reminding everyone that not all of the funding used to purchase these lands are taxpayers' dollars.

Dick Thut, Sooke resident, stated that he would like to see Harbourview left as it is and does not want to see the control of the park through covenants.

Terrance Martin, Sooke resident, stated there seems to be a misunderstanding between joyriding and transportation into the park. He would like to see a research study as a pilot project as per Councillor Haldane's Notice of Motion. At the end of the day, if the pilot project does not work, the OHV user community will leave the issue alone.

Ellen Lewers, Sooke resident, stated that she feels the public and motorized vehicle groups are not being heard on the issue of access. Ms. Lewers stated that there is a tourism industry with motorized vehicle users and people have to be able to have access.

Tyler Newman, Sooke resident, stated we need to capitalize the opportunities the park will provide today and go ahead with the rezoning application to give the people a park.

Don Brown, Sooke resident, stated that he feels the point of concern is that this rezoning is the only leverage we have to ensure the CRD listens to the public as to motorized access.

Elisabeth Nelson confirmed that the rezoning application does not “sterilize” the opportunity for future motorized vehicle use; the issue is dependent on the CRD Parks Management Plan.

Mayor Evans read a letter of support for Bylaw No. 469 submitted by Patricia Handy.

Mayor Evans called three times for submissions. Hearing none, she closed the public hearing at 7:56 pm.

Council discussed:

- District of Sooke Official Community Plan which was approved by the CRD who approved the wording in section 5.8 as to recreational vehicle access into Harbourview Sea to Sea Regional Park
- Direction of the OCP as changes are made to the Sea to Sea Park Management Plan
- Concerns of washing station and washroom facilities effecting water pressure in the area
- Access to various areas is an issue with all user groups concerned
- Ensuring access for everybody would require support from the Province; they should be involved at some level
- Mountain bike community is being impacted by holding up the rezoning application
- Concerns of congestion and parking on Harbourview Road – ensuring it is monitored
- Rezoning application as to the mandate of no-vehicle access and concerns of “land locking” the upland properties

Staff advised that the District will work with CRD on an agreement to secure access into the park if the Parks Management Plan changes and that the rezoning application does not “land lock” the upland properties to access. The CRD would like to work on an agreement instead of a Statutory Right of Way with the District of Sooke.

- Condition of the rezone application to allow an access from one point to the other so discussion through OCP can still be valid

Elisabeth Nelson advised that the CRD does not agree to a Statutory Right of Way as the CRD Board will not support a right of way on the property.

- CRD have decided and are not interested in vehicular access at this time. The rezoning application is the only leverage to get what is wanted.
- Nobody wins if rezoning does not happen – mountain bike community has been working for 10 years to gain access.
- Ensure ongoing negotiations for all user groups who benefit from access.

Council to consider third reading of Bylaw No. 469

MOVED and seconded that Bylaw No. 469, *Zoning Amendment Bylaw (270-82)* be read a third time;

AND THAT adoption of Bylaw No. 469 is subject to an agreement with the Capital Regional District as to access through the parking lot.

CARRIED

Councillor Haldane and Councillor Berger opposed the motion

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Minutes of **Committee of the Whole** Meeting
Meeting held in the Council Chambers
on Saturday, November 6, 2010 at 9:30 am to 3:00 pm
2225 Otter Point Road, Sooke, BC

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Ron Dumont
Councillor Maja Tait

ABSENT

Councillor Bev Berger
Councillor Herb Haldane

STAFF PRESENT

Evan Parliament, CAO
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Director of Finance
Elisabeth Nelson, Municipal Engineer
Al Fontes, Manager of Operations
Mike Dillabaugh, Deputy Director of Finance
Nikki Lewers, Engineering Technologist
Don Lidstone, Municipal Solicitor

EPCOR Representatives:

Dave Rector
Tami Wetmore
Terri Moore
Jason Munsch
Kelly O'Byrne

1. **CALL TO ORDER**

Mayor Evans called the meeting to order at 9:46 am.

2. **APPROVAL OF AGENDA**

The agenda was approved as circulated.

3. **Motion to Close the Meeting to the Public**

MOVED to close the meeting to the public under section 90(1) of the Community Charter for negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

4. **Adjournment**

MOVED and seconded to adjourn the meeting at 4:15 pm.

CARRIED

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer

DISTRICT OF SOOKE
Committee of the Whole Minutes
Meeting held November 15, 2010 at 7:00 p.m.
Council Chamber, 2225 Otter Point Road

COUNCIL PRESENT

Mayor Janet Evans
Councillor Sheila Beech
Councillor David Bennett
Councillor Bev Berger
Councillor Ron Dumont
Councillor Herb Haldane
Councillor Maja Tait

STAFF PRESENT

Evan Parliament, Chief Administrative Officer
Bonnie Sprinkling, Corporate Officer
Sue-Lin Tarnowski, Deputy Director of Finance
Elisabeth Nelson, Municipal Engineer
Gerard LeBlanc, Planner
Al Fontes, Manager of Operations
Steve Sorensen, Fire Chief
Tina Hansen, Acting Council Clerk

1. **Call to Order**

The meeting was called to order at 7:00 p.m.

2. **Approval of Agenda**

MOVED to approve the agenda with the following item as New Business:

- Sooke Food CHI

CARRIED

3. **Rezoning Application & Proposed Gateway Residential (GR) Zone – 5677 Sooke Road**

Elisabeth Nelson provided a power point presentation on the rezoning application and proposed Gateway Residential zone for 5677 Sooke Road.

Elisabeth Nelson advised Council that staff recommend “Duplex” be removed from section 8.9.1, Permitted Uses of Bylaw No. 478 prior to first reading, as staff feel it is an inappropriate use in the Gateway Residential Zone (GR).

Public Input

David Mallett, Sooke resident, commented on the BC Assessment Authority being responsible for the increase in assessed values of waterfront properties, not the municipality. Mr. Mallett stated he would be in favour of the proposal as the proponent has met all the conditions with external agencies including VIHA and believes the slope of the property is gradual and will not result in any pollution into the Sooke Harbour and Basin.

Committee discussed:

- Consider removing “Suite” from Permitted Uses
- District of Sooke Liquid Waste Management Plan; it has not yet been approved by Ministry of Environment

- Concerns of wastewater drainage into the Sooke Harbour and Basin
- Support for Fire Department recommendations to install a new hydrant to support the site
- Ensuring appropriate cul de sac at end of the road for emergency vehicles
- This has been a long standing application
- Application of Amenities Contribution which would be approximately \$17, 500
- VIHA has no objections to the application
- Sewer grant funding was received to clean up the Sooke Harbour and Basin with a provision not to subdivide any properties outside of the SSA under one hectare
- Sizing of sewer pipe for future expansion
- Access road in front of the properties will be a municipal road

Gerard LeBlanc advised that having “suites” as a Permitted Use would not be as much of a load to the inground septic system as “duplex” within the designated Gateway Residential Zone.

John Haugland, applicant, reported that Vancouver Island Health Authority (VIHA) has carried out an on-site inspection.

Elisabeth Nelson advised that the application is supportable in the Liquid Waste Management Plan but staff feel it is important to wait for the LWMP to be approved by the Ministry of Environment prior to approving the application as it may affect the grant funding and future grant applications. The fees for this application were received in November, 2010.

Evan Parliament advised that the application is consistent with the OCP. The issue is that the land must perk according to VIHA regulations minimum standards. The District of Sooke has met the conditions of the grant for the Liquid Waste Management Plan; the document is held up for approval with the Provincial Government.

MOVED to recommend that Council introduce and give first and second reading to Bylaw No. 478, *Zoning Amendment Bylaw (270-85)*;
AND THAT Council wave the requirements of the Amenity Contribution Policy for the rezoning application under Bylaw No. 478;
AND THAT “Duplex” be removed from section 8.9.1 Permitted Uses in Bylaw No. 478, *Zoning Amendment Bylaw (270-85)*;
AND schedule a Public Hearing for Bylaw No. 478, *Zoning Amendment Bylaw (270-85)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.
CARRIED

4. **21-Year Wastewater Franchise Agreement Communication and Public Consultation Plan**

Public Input

David Mallett, Sooke resident stated he was very pleased to see the Communication and Public Consultation Plan was moving forward as he is in support of the Franchise Agreement with EPCOR.

Wendall Milne, Sooke resident, expressed his concerns as to problems with the previous contract with EPCOR and feels there is no rationale as to why we are going sole source. Mr. Milne feels the bidding process will not cost \$100,000 as stated, and inquired as to why would it not be prudent to hire someone with expertise in tendering projects; we do not know what the base line is and we have an obligation to go to the market. Mr. Milne suggests there are a lot of people in the community who share the same reluctance. Mr Milne inquired as to the \$30,000 provided to EPCOR in the previous contract for amenities.

Gail Hall, Sooke resident, inquired as to who will have the opportunity to vote on the Franchise Agreement. Mayor Evans advised that all the eligible voters in the District of Sooke will be involved. Ms. Hall inquired further as to which accounts funds came out of for the two extension agreements; and if the contract will have open communication and transparency. Sue-Lin Tarnowski, clarified that the extension agreements were for the operation and management of the sewer system and the funds were all paid from the Sewer Fund. Evan Parliament further clarified that some of the funds were for reserve funding and rehab funding; the \$120,000 came out of the Sewer Fund.

Terrance Martin, Sooke resident, asked staff to describe the Alternate Approval Process.

Bonnie Sprinkling explained that under the *Community Charter*, some issues and bylaws require going to elector approval, which can be by way of the Alternative Approval Process. Eligible voters have the opportunity to register their disapproval of an initiative through an Elector Response Form. The municipality must receive response forms from 10 per cent of the community to go to referendum on the issue or bylaw.

Trevor Davies, General Vice President, CUPE Local 374, provided information on CUPE's position as to Franchise Agreements and stated that CUPE prefers public options for utilities provided to the public. Mr. Davies stated that Council needs to look at whether this is really the best deal for the public and the residents of Sooke and to be aware of the best options for the public as we go through the public consultation process. Mr. Davies advised that CUPE has members that review these types of contracts and offered the expertise to Council.

Laurie Wallace, Sooke resident, stated that trust is at an all time low and requested that this matter be put out for referendum so that the public may vote on the issue.

MOVED to recommend that Council direct staff to proceed with the Sewer Franchise Agreement communication and public consultation plan.

CARRIED **Councillor Berger and Councillor Haldane opposed the motion**

5. **Presentation of Budget Opportunities and Challenges**

Sue-Lin Tarnowski provided a power point presentation of Budget Opportunities and Challenges for 2011. The presentation provided the following information:

- 2010 Top Priority Projects Completed or in Progress
- 2011 Top Priority Projects
- Financial Opportunities for 2011

- Increased tax base from major commercial developments
- Increased ability to manage capital asset and develop more sustainable funding for asset replacement
- Financial Considerations Facing the District of Sooke
- Asset Replacement Funding Gap

Committee discussed:

- Sidewalks are the number one priority for residents of Sooke; questions as to sidewalks on Maple Avenue instead of Sooke Road from Post Office to Maple Avenue
- Memorandum of Understanding with Ministry of Transportation

Elisabeth Nelson reported that she has spoken to the Ministry of Transportation with regard to the MOU in which referrals for sidewalks will follow once the MOU is complete.

Public Input

Terrance Martin, Sooke resident, reported that there is a commercial development for a motor cross track at Burnt Bridge, Shawinigan Lake, which is a development that will not be coming to Sooke. Mr. Martin inquired as to whether funds will be allocated in the budget for non-motorized vehicle use in parks and would like to bring forward a suggestion as to Councillor Haldane's Notice of Motion that the action item become a Pilot Project.

6. **Sooke Food CHI**

Mayor Evans reported that Sooke Food CHI requires a liaison from Council. The Annual General Meeting which will be held at the Sooke Harbour House on Wednesday, November 17th, 2010. Councillor Haldane agreed to serve as liaison to Sooke Food CHI.

7. **Rezoning Application & Text Amendments – 2455 Phillips Road (Sun River Estates)**

Councillor Dumont stated that he may have a conflict of interest with this agenda item; Rezoning Application & Text Amendments – 2455 Phillips Road as he worked for the developer approximately one year ago and excused himself from the meeting at 8:02 pm.

Elisabeth Nelson provided a power point presentation on the rezoning application and text amendments for 2455 Phillips Road.

Phillip Buchanan, J.E. Anderson and Associates, representing the developer, reported that the purpose of the application is to put together a different layout which would create a minimum lot size of 400 square meters surrounded with green space, keeping with an appealing neighbourhood. The purpose is not to increase density in the Sun River development but to create fee simple lots as opposed to bare land strata. The application includes the construction of a trail to tie to the existing trail network within the Sun River Park.

Committee discussed:

- Density with suites in 400 square metre
- Maintaining road
- T'Sou-ke Nation concerns of increased stormwater run off into the Sooke River
- Stormwater catchment to prevent unnecessary run off into Sooke River
- Approximately 30 strata lots allowed with existing zoning
- Cul de sac at end of road for emergency vehicle access
- Parking requirements for suites
- Sun River development must not go over its 715 dwelling
- Transportation Master Plan requirements
- Reason for change from the original plan

Mr. Buchanan clarified that the purpose of the new plan is to allow Sun River to create more affordable housing.

Elisabeth Nelson confirmed that fee simple lots are market driven as opposed to strata lots. It is reasonable to keep density close to the Sun River school site.

Public Input

David Mallett, Sooke resident, expressed his support for the application, stating that the majority of Sun River does have sidewalks and street lighting which provides residents with an enjoyable place to live and makes it a viable community. Mr. Mallett stated that sidewalks should be included with this development and agrees with having affordable housing next to the school.

Randy Clarkston, Sooke resident inquired as to whether the lots would be made available for local builders as it may help to bring Sooke out of the slump it is in.

Gail Hall, Sooke resident inquired as to the number of lots allowed under the current zone and bare land strata if the rezoning were not to go through. Ms. Hall stated that the original development came forward as a Comprehensive Development Zone, but the phases were not consecutive and one of the requirements to the agreement was that Council had to approve the type of housing that was going in. Ms. Hall inquired as to how many variance permits does the developer have to keep coming back for. Ms. Hall is not in support of the rezoning application.

Committee continued to discuss:

- Concerns of traffic speed in Sun River
- Need for input from the public and residents of Sun River
- Ensuring sidewalks in DCC's
- Property value remains the same
- People should get good value for these houses; developer is accountable
- Adapting to market conditions – ensuring a form of attainable housing
- Commitment to the original plan

MOVED to recommend that Council introduce and give first and second reading to Bylaw No. 478, *Zoning Amendment Bylaw (270-86)*; **AND** schedule a Public Hearing for Bylaw No. 479, *Zoning Amendment Bylaw (270-86)* in accordance with the requirements of the *Community Charter* and the *Local Government Act*.

DEFEATED

Mayor Evans, Councillor Berger, Councillor Haldane, and Councillor Tait opposed the motion

7. **Adjournment**

The meeting was adjourned at 8:52 p.m.

Certified Correct:

Janet Evans
Mayor

Bonnie Sprinkling
Corporate Officer