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**REPORT TO THE ELECTORAL AREA SERVICES COMMITTEE  
MEETING OF WEDNESDAY, 01 JUNE 2011**

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**SUBJECT MEMORANDUM OF UNDERSTANDING BETWEEN THE CAPITAL REGIONAL DISTRICT AND THE DISTRICT OF SOOKE**

**ISSUE**

To approve the Memorandum of Understanding (MOU) between the District of Sooke and the Capital Regional District (CRD).

**BACKGROUND**

The purpose of the MOU (attached) is to provide a framework and timelines for reaching agreements on issues raised in the agreement between the District of Sooke and the CRD, to set out policies, procedures and processes for the way in which the District and the Electoral Area will interact from time to time, and to identify areas in which the parties wish to develop further agreements or areas in which existing agreements may be reviewed.

At its Special Council meeting held Tuesday, May 3, the District of Sooke Council made the following motion:

***MOVED** and seconded to approve the Memorandum of Understanding with the Capital Regional District; **AND** to authorize the Mayor and the Chief Administrative Officer to execute the Memorandum of Understanding.*

**ALTERNATIVES**

- 1) To approve the MOU between the District of Sooke and the CRD and authorize the Juan de Fuca Electoral Area Director (Mike Hicks) and the General Manager, Planning and Protective Services (Robert Lapham) to execute the MOU.
- 2) Do not approve the MOU between the District of Sooke and the CRD.

**FINANCIAL IMPLICATIONS**

Each party will bear its own costs for the preparation and implementation of the MOU and all other agreements resulting from the MOU. Any financial arrangements between the parties will be fair and equitable.

**CONCLUSION**

The CRD and the District of Sooke acknowledge that the best interests of all persons living in the Electoral Area and the District of Sooke are best served by working together in a spirit of cooperation. Both parties also acknowledge that the residents and ratepayers of each party share a common interest in regional services, common goals for regional sustainability and important geographic areas. The parties share common boundaries. The CRD and District of Sooke recognize that there may be mutually beneficial opportunities for establishing cooperative

action plans and agreements through the establishment and maintenance of a positive and meaningful government-to-government relationship which may enhance the economic, recreational and environmental status of the Region and to provide more efficient and affordable services to the two areas.

**RECOMMENDATION**

That the Electoral Area Services Committee:

- 1) Approve the Memorandum of Understanding between the District of Sooke and the Capital Regional District and authorize the Juan de Fuca Electoral Area Director (Mike Hicks) and the General Manager, Planning and Protective Services (Robert Lapham) to execute the Memorandum of Understanding.



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Robert Lapham, MCIP  
General Manager, Planning & Protective Services