



- 6.2. Draft AGM notes are placed on the website following the AGM and a year later once approved, the “draft” is removed. Older AGM notes require some reorganization to make them more easily accessible and consistent with the recent notes.
- 6.3. The website server is located in Victoria and is backed up constantly
- 6.4. Correspondence is located in TS’s Google mail account, which is also backed up constantly. Some outgoing correspondence is located on different parts of the website and we are in the process of ensuring that all incoming and outgoing correspondence is all in the Gmail account.
- 6.5. Financial records are published as a financial report in each monthly meeting notes and as an annual financial report in the AGM notes.

As regards the potential for Steering Committee members to “abuse their power,” everything that TS sends out to the public, media, Council or its committees is approved by all active members. Steering Committee meetings are open to all, and Steering Committee minutes will be placed on the website with other notes. We have not done a great job of notifying active members of Steering Committee meetings; that will happen in the future.

As regards a specific concern around communications, the following action was formulated:

- Action: Alan will prepare a Communications Guidelines for Transition Sooke that will include visual identity guidelines (logo, look and feel), content guidelines and most importantly the process for approving any communications that involves a decision-making process with all active members.

Koshin raised concerns that some minor changes were made to the Duties of Officers document that active members have not seen.

Action: Alan distribute the annotated duties before the next monthly meeting

The Decision-making policy and the membership policy both need revising to bring them in line with our new bylaws. We are looking for anyone in our membership who would like to be involved in these revisions. Send an email to [sooketransition@gmail.com](mailto:sooketransition@gmail.com) and let us know.

7. 606 Water Group Presentation – Chris made a presentation on Sooke area aquifers and ground water mapping. The same presentation was made to Council and there was considerable interest. Staff were asked to prepare a report to implement some of the ideas, but staff returned at the next meeting to say that they did not have the resources to do that.
8. Sooke Solar Cooperative - Gord Wallace proposal. Gord presented his proposal for a working group of Transition Sooke. The group’s first project is a solar garden which will be conducted in co-operation with students at EMCS. Donations for the project can be made to EMCS and a tax receipt will be issued.

Motion: To accept the Sooke Solar Co-operative as a Working Group of Transition Sooke and to assist in promoting donations to EMCS for the group’s first project — the Solar Garden. Moved by Gord; seconded by Bernie. Passed.

9. Refreshment Break – Tea and goodies were consumed. Thanks to Jo, Carol and Gord.

10. Key DoS Issues

- 10.1. Budget Survey – everyone is encouraged to take part. Deadline July 17
- 10.2. OCP – There is a July 16 COW meeting to continuing going through parts of the OCP in detail. Then there is a Special Council meeting on July 19. That is the meeting where council will decide if it is going forward with completing the OCP before the municipal election or not.

11. Election Activities

- 11.1. Pop up TS booths: Susan C brought up the idea of pop-up booths throughout the summer in the community to talk about issues with the public. There was some discussion but not resolution as to whether selected candidates might take part in these events.  
Motion: Put together a group to explore the idea. Moved by Bernie; seconded by Koshin.

- 11.2. TS Meet-the-candidate (“Speed-Dating” event”) Bernie has booked the Community Hall on Oct 2, 2022 from 2 – 6 for this TS event. Bernie will co-ordinate, Carol and David have offered to help

12. Fall Action Suggestion: Susan C is suggesting a fall event, similar in scope to the Sooke Green New Deal event and follow-up workshop in 2019, that would give everyone an opportunity to talk about what TS should be working on. It would be in the Community Hall likely in November after the election.

13. Adjourn 8:45

Next meeting: August 3; Facilitator: Lily