



**DISTRICT OF HIGHLANDS
MINUTES OF COUNCIL MEETING**

**Monday, April 16, 2018 @ 7:00 pm
SCHOOL HOUSE, 1589 MILLSTREAM ROAD**

PRESENT:

Mayor
Councillors

Ken Williams
Leslie Anderson
Gord Baird
Karen Burns
Marcie McLean
Karel Roessingh

ABSENT

Councillor

Ann Baird

IN ATTENDANCE:

Chief Administrative Officer
Corporate Officer
Planner
Building Inspector
Subdivision Approving Officer
Public

Loranne Hilton
Tina Neurauter
Laura Beckett
Chris Leek
Michael Dillistone
14 members

1. APPROVAL OF THE AGENDA

MOTION: 105 / 2018
MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR MCLEAN

That the agenda be approved.

CARRIED

2. PETITIONS AND DELEGATIONS

Andy Wells, Manager of the Millstream Industrial Park (MIP), addressed Council regarding District of Highlands Tax Policy. He stated that Highlands collected 65% of its tax revenue from the MIP lands in 2017 and that number is expected to increase in 2018. The tax burden on MIP is onerous and may negatively impact the small business owners that operate out of the Park. He urges Council to levy a fair, balanced and sustainable tax increase.

Vicky Husband, Highlands resident, addressed Council and spoke in favour of proposed bylaw 404 under item 7a) on the agenda. She stated that she has maintained and been responsible for the public access portion of her driveway for 47 years and does not expect the District to be responsible for it.

Sally Gose, Highlands resident, addressed Council and spoke in favour of proposed bylaw 404 under item 7a). Ms. Gose also stated that she too does not feel that the District should be responsible for maintaining the public portion of her driveway access.

3. ADOPTION OF MINUTES

a) Public Hearing Minutes – April 3, 2018

MOTION: 106 / 2018
MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR MCLEAN

That the Public Hearing minutes of April 3, 2018 be adopted.

CARRIED

b) Council Minutes – April 3, 2018

MOTION: 107 / 2018
MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR MCLEAN

That the Council minutes of April 3, 2018 be adopted.

CARRIED

c) Sustainable Land Use Select Committee Minutes – March 20, 2018

MOTION: 108 / 2018
MOVED BY: COUNCILLOR MCLEAN
SECONDED: COUNCILLOR BURNS

That the Sustainable Land Use Select Committee minutes of March 20, 2018 be received.

CARRIED

4. **REPORTS OF COMMITTEES AND COMMISSIONS**

i) Councillor Leslie Anderson

The West Shore Parks and Recreation – The Board of Directors has established a Facilities Review Committee comprised of one elected board member from each member municipality. The first meeting was March 8, where we began drafting a terms of reference and identifying information requirements. The main purpose of the group will be to gather and assess information concerning facility use and current / potential future requirements in order to provide advice to the board related to investments in (or adaptations of) infrastructure. We met again April 12 and are working on defining information requirements and drafting guidelines for decision making. The next meetings of the Finance Committee and the Board are on April 19.

As the rep for WSP&R, I also attended the AGM and April board meeting with the Greater Victoria Labour Relations Society on April 4. I participated in a sub-committee to revise the Constitution and By-Laws for the GVLRA, which were both endorsed at the AGM.

Councillor Anderson attended a sustainable procurement workshop at AVICC and noted she would like to discuss the workshop material with Council at a later date.

ii) Councillor Ann Baird

iii) Councillor Gord Baird

iv) Councillor Karen Burns

v) Councillor Marcie McLean

vi) Councillor Karel Roessingh

Capital Region Emergency Service Telecommunications (CREST) Finance Committee

The committee welcomed auditors from KPMG to review the 2017 draft audit, and recommended its approval to the board.

Staff reported to the committee that Saanich municipality did a review of their costs for 9-1-1 dispatch services to other municipalities, and determined that Saanich had not been recovering their costs for the service. Upon notifying those municipalities that costs would increase this year, 5 municipalities chose to leave the service, and have elected to contract with Surrey.

This transfer causes significant extra load to CREST staff, as Surrey will require technical assistance to tie in with CREST equipment and technology. Staff believe that the councils leaving the Saanich service were not fully cognizant of the extra cost implications of the transfer. Though CREST staff will assist Surrey (and charge Surrey for their time), the transfer will cause some diversion and drain on CREST resources, as the timelines expected by the transferring municipalities are tight

vii) Mayor's Report

Mayor Williams attended Chief Andy Thomas' funeral over the weekend and expressed his condolences to his family and the Esquimalt Nation.

5. RATIFICATION OF COMMITTEE RECOMMENDATIONSa) Committee of the Whole – April 9, 2018i) **RE: DRAFT 2: 2018-2022 FIVE YEAR FINANCIAL PLAN**

MOTION: 109 / 2018
MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR BURNS

That the item be referred to a Special Council meeting to be scheduled for Monday, April 23, 2018.

CARRIED

6. INTRODUCTION OF LATE ITEMS**7. UNFINISHED BUSINESS**a) **RE: MAINTENANCE OF PUBLIC ROAD RIGHT OF WAY SERVING PRIVATE PROPERTY** (3900.404)

Anne Marie Panduro, Highlands resident, addressed Council and stated she was not in favour of proposed bylaw 404 under item 7a) on the agenda. Ms. Panduro did not feel it should be a property owner's responsibility to maintain these types of public road right of ways.

MOTION: 110 / 2018
MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR ANDERSON

That Council give "District of Highlands Bylaw No. 300 to Regulate Roads and Traffic, Amendment No. 3, Bylaw No. 404, 2018" First Reading.

CARRIED

MOTION: 111 / 2018
MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR ANDERSON

That Council give "District of Highlands Bylaw No. 300 to Regulate Roads and Traffic, Amendment No. 3, Bylaw No. 404, 2018" Second Reading.

CARRIED

MOTION: 112 / 2018
MOVED BY: COUNCILLOR ANDERSON
SECONDED: COUNCILLOR GORD BAIRD

That Council give "District of Highlands Bylaw No. 300 to Regulate Roads and Traffic, Amendment No. 3, Bylaw No. 404, 2018" Third Reading.

CARRIED

b) Report – M. Dillistone, Approving Officer, April 11, 2018
RE: SECONDARY SUITES/ACCESSORY DWELLING UNITS SUPPLEMENTARY INFORMATION (6410.02)

MOTION: 113 / 2018
MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR GORD BAIRD

That Council receive this report for information and direct staff to organize an open house to solicit input on the draft policy/program and regulatory framework set out in Appendix A and bring back a report on the results of the consultation and resource implications for consideration.

CARRIED

c) Report – L. Beckett, Planner, April 9, 2018
RE: DEVELOPMENT VARIANCE PERMIT DVP-03-18

MOTION: 114 / 2018
MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR MCLEAN

That Council issue development variance permit DVP-03-18.

CARRIED

- d) Report – L. Beckett, Planner, April 9, 2018
RE: DEVELOPMENT PERMIT WITH VARIANCE DVP-03-17

MOTION: 115 / 2018
MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR MCLEAN

That Council issue development permit with variance DVP-03-17. CARRIED

8. **CORRESPONDENCE**

- a) Letter – Resort Municipality of Whistler – March 23, 2018
RE: COLLECTION OF UNPAID BYLAW FINES

MOTION: 116 / 2018
MOVED BY: COUNCILLOR MCLEAN
SECONDED: COUNCILLOR GORD BAIRD

That Council receive the correspondence dated March 23, 2018 from the Resort Municipality of Whistler regarding the collection of unpaid bylaw fines. CARRIED

9. **BYLAWS**

10. **NEW BUSINESS**

11. **IN CAMERA**

MOTION: 117 / 2018
MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR ANDERSON

That Council move In Camera at 7:43 pm to discuss items pursuant to the Community Charter, specifically Section 90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

CARRIED

Council reconvened from In Camera at 7:49 pm

12. **RISE AND REPORT**

FROM THE APRIL 16, 2018 IC COUNCIL MEETING - SELECT COMMITTEE APPOINTMENTS

That Cathy Reader be appointed to the Sustainable Land Use Select Committee for a term ending in December, 2019.

13. **ADJOURNMENT**

MOTION: 118 / 2018
MOVED BY: COUNCILLOR ANDERSON
SECONDED: COUNCILLOR MCLEAN

That the April 16, 2018 Council meeting adjourn at 7:49 pm. CARRIED

MAYOR

CORPORATE OFFICER