



DISTRICT OF HIGHLANDS
MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING

Tuesday, October 9, 2018 @ 7:00 pm.
School House, 1589 Millstream Road

PRESENT:

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

IN ATTENDANCE:

Chief Administrative Officer	Loranne Hilton
Corporate Officer	Tina Neurauter
Planner	Laura Beckett
Approving Officer	Michael Dillistone
Public	1 member

1. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR GORD BAIRD

That the agenda be approved.

CARRIED

2. ADOPTION OF THE MINUTES

a) Committee of the Whole – September 17, 2018

MOVED BY: COUNCILLOR MCLEAN
SECONDED: COUNCILLOR ROESSINGH

That the September 17, 2018 Committee of the Whole minutes be adopted as amended: ADD: the following statement under item 4.a) (page 4, second paragraph) after BC Assessment “and how the assessor or does the assessor add in fair market value for suites and ADUs”; and add the following two points under the same item: “OCP policy 2.2.24 states “When Council considers secondary housing sustainability will be the prime factor” and “Discussion on waiting until after the work on the Environment Law’s GAP analysis report review is complete, also Council’s consideration for potential DPA Area(s) for “Aquifer Recharge Factors”.

CARRIED

3. UNFINISHED BUSINESS

a) **RE: SECONDARY SUITES/ACCESSORY DWELLING UNITS** (6410.02)
Referred from September 17, CoTW

Motion: That Appendix A of the report from M. Dillistone regarding secondary suites and accessory dwelling units dated September 4, 2018 be forwarded to the next Committee of the Whole meeting for additional review and discussion.

The Approving Officer, Michael Dillistone, discussed with Council how enforcement and regulating suites can be discussed separately. Council may wish to move forward with regulations and approval for new suites and then further discuss existing suites and accessory dwelling units at another time.

Council members then reviewed Appendix A, which contains information on the draft policy/program for secondary suites and accessory dwelling units and also the draft Zoning Bylaw amendments for secondary suites and accessory dwelling units.

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR BURNS

That the following changes to Appendix A be recommended to Council:

Draft Policy/Program Outline

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR BURNS

That Accessory Dwelling Units be permitted on parcels of land five acres and greater.
CARRIED

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR ANN BAIRD

That Accessory Dwelling Units and Suites only be permitted on parcels of land where the owner resides on site.
DEFEATED

Opposed: Councillors Burns, Anderson, Roessingh and Mayor Williams

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR ANDERSON

That staff seek legal advice on the legality on the owner being required to reside on the site.
CARRIED

MOVED BY: COUNCILLOR ANN BAIRD
SECONDED: COUNCILLOR MCLEAN

That compliance and enforcement issues relating to secondary suites and accessory dwelling units (item number four on Appendix A) be forwarded to Strategic Planning discussions.
CARRIED

Draft Zoning Bylaw Amendment for Secondary Suites

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR ANN BAIRD

That on parcels of land five acres and greater that a maximum of two units (any combination of secondary suites/accessory dwelling units) be permitted with a total floor space of not more than 90m².
CARRIED

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR ROESSINGH

That in point number six, replace the word “wells” with “potable water systems”.
CARRIED

Draft Zoning Bylaw Amendment for Accessory Dwelling Units

MOVED BY: COUNCILLOR GORD BAIRD
 SECONDED: COUNCILLOR ROESSINGH

That point number two include the words “on wheels” after the expression “tiny homes”.

CARRIED

MOVED BY: COUNCILLOR GORD BAIRD
 SECONDED: COUNCILLOR ROESSINGH

That on parcels of land five acres and greater that a maximum of two units (any combination of secondary suites/accessory dwelling units) be permitted with a total floor space of not more than 90m².

CARRIED

MOVED BY: COUNCILLOR GORD BAIRD
 SECONDED: COUNCILLOR ROESSINGH

That in point number nine replace the word “wells” with “potable water systems”.

CARRIED

4. **NEW BUSINESS**

a) **RECOMMENDATIONS FROM SUSTAINABLE LAND USE SELECT COMMITTEE SEPTEMBER 17, 2018**

i) **Mines Act Permit Freedom of Information recommendation to Council Update from Council Liaison**

Motion: That as important details of the OK Mining Permit application file are changing over time (due either to changes initiated by the applicant, or to amendments and corrections that were required by the regulator), that District of Highlands request that the 'final' or 'complete' version of the application from OK Industries to the Province be referred back to the District of Highlands, and that a minimum of 60 days be permitted for the District of Highlands and community to respond, prior to any Ministry decision on the Mine Permit application.

MOVED BY: COUNCILLOR ROESSINGH
 SECONDED: COUNCILLOR BURNS

That the motion from the September 17, 2018 Sustainable Land Use Select Committee (as shown above) be received.

CARRIED

**Note: the Council liaison will report back to the Committee that Council is moving forward in arranging meetings with several ministries regarding the process of Mines Act Permits.*

5. **ADJOURNMENT**

MOVED BY: COUNCILLOR MCLEAN
 SECONDED: COUNCILLOR ROESSINGH

That the October 9, 2018 Committee of the Whole meeting adjourn at 8:51 pm.

CARRIED

MAYOR

CORPORATE OFFICER