



DISTRICT OF HIGHLANDS
MINUTES OF COUNCIL MEETING
MONDAY, JULY 15, 2024 @ 7:00 PM
COMMUNITY HALL, 729 FINLAYSON ARM ROAD

COUNCIL MEMBERS PRESENT:

Mayor Ken Williams
Councillor Leslie Anderson
Councillor Ann Baird
Councillor Gord Baird
Councillor Marcie McLean
Councillor Karel Roessingh
Councillor Rose Stanton

IN ATTENDANCE:

Chief Administrative Officer, Lorraine Hilton
Municipal Planner, Laura Beckett
Administrative Assistant, Liz Condon

Public Observation: 9

1. APPROVAL OF THE AGENDA

MOTION: 152-2024

Moved Councillor Roessingh, Seconded Councillor Stanton
That the agenda be approved as presented by adding Late Item 6.1 and Terri Wood and Scott Richardson wishing to speak under Petitions and Delegations.

CARRIED

2. PETITIONS AND DELEGATIONS

2.1

Nikki Elliott, Manager, Climate Action Programs, CRD & Izzy Farmer, Content Development and User Engagement Coordinator, Pacific Climate Impacts Consortium (0400.03.03)

RE: UPDATED CLIMATE PROJECTIONS & NEW EXTREME HEAT PORTAL

Nikki Elliott, Manager, Climate Action Programs, CRD & Izzy Farmer, Content Development and User Engagement Coordinator, Pacific Climate Impacts Consortium, made a presentation to Council as shown in the slide show presentation ([Link](#))

Discussion took place regarding the presentation and comments of appreciation were given by Council.

2.2

Terri Wood, Millstream Industrial Park, spoke regarding item 9.2, South Highlands Local Area Plan expressing concern with the policy to not allow additional accesses into the industrial properties from Millstream Road because the existing Industrial Way, which is accessed off Millstream Road from the City of Langford, is a private road and not public land.

2.3

Scott Richardson, resident, spoke regarding item 9.2, South Highlands Local Area Plan expressing a desire to establish a baseline date to use as reference for the “net zero/net positive” concepts.

3. ADOPTION OF MINUTES

3.1

MOTION: 153-2024

Council – June 17, 2024

Moved Councillor Roessingh, Seconded Councillor McLean
That the minutes of the June 17, 2024 Council Meeting be adopted.

CARRIED

3.2

Emergency Planning Committee – June 20, 2024

MOTION: 154-2024

Moved Councillor Stanton, Seconded Councillor Roessingh
That the minutes of the June 20, 2024 Emergency Planning Committee be received.

CARRIED

4. REPORTS OF COMMITTEES & COMMISSIONS

4.1

Councillor Leslie Anderson
West Shore Parks and Recreation Society, South Island Reconciliation Advisory Committee and Heritage Select Committee

4.2

Councillor Ann Baird
CRD Climate Action Inter-Municipal Task Force and CRD Housing Trust Fund Commission

June 21, 2024, CRD Climate Action Inter-Municipal Task Force

- BC Hydro presentation: update on supply/demand forecasting and electrification mandates.
 - Increased supply required due to growth of population and increased electrification of the energy usage (ie EV's, heat pumps, and more A/C etc).
 - Electricity demand increasing by at least 15% by 2030
 - Site C will add 8%
 - Call for power to generate 5% (including grants for roof top solar and battery storage)
 - The rest through efficiency (including time of day billing)
 - Droughts are impacting hydro power
 - Interesting that five years back Mayor Williams and I met with both the Minister and BC Hydro to discuss the need for solar to meet the increased electrical demand. We were told there was no need for solar.

Round table discussions: I shared that Highlands got a bike rack at the Community Hall

4.3

Councillor Gord Baird
CRD Regional Water Supply Commission & CRD JDF Water Distribution Commission and Sustainable Land Use Select Committee

4.4

Councillor Marcie McLean
Coexisting with Carnivores Alliance and Victoria Family Court and Youth Justice Committee

4.5

Councillor Karel Roessingh
Capital Region Emergency Services Telecommunications, CRD Arts Commission and Greater Victoria Public Library Board

4.6

Councillor Rose Stanton
Emergency Planning Committee, Inter-Municipal Advisory Committee on Disability Issues, Western Communities Policing Advisory Committee and Social Sustainability Select Committee

June 7, 2024

Attended the July monthly meeting of the Local Leadership United (LLU). “Local Leadership United (LLU) is a provincial project delivered through a partnership between Community Action Initiative (CAI) and the [BC Centre for Disease Control](#)

(BCCDC). It aims to support local governments, particularly elected officials, with the work communities are already doing to respond to the overdose/toxic drug/drug poisoning crisis. The project was created in recognition that municipalities are uniquely positioned to support overdose response through their local expertise. Specifically, LLU is supporting local elected officials and other stakeholders, by hosting regional convenings across the province.”

The next LLU meeting is July 12, 2024

June 13, 2024

Attended the Victoria Family Court Youth Justice Committee steering committee meeting.

Attended the West Shore Parks and Recreation AGM and regular meeting on behalf of Councillor Anderson.

June 20, 2024

The Emergency Preparedness Committee where the Chief provided an update on the Emergency Program Strategic Plan, a review of the draft of DOH Business continuity Plan, and updates on Indigenous engagement requirements funding and NRCAN Early Earthquake Warning System.

The committee also received an update on the emergency Support Services Program.

4.7

Mayor's Report

Wed. June 19th CRD Environmental Services Committee

I attended the ESC Committee meeting to discuss agenda item 6.1, which proposed an additional \$620,000 for the Millstream Meadows remediation budget to complete key deliverables. The CRD aims to apply for a Certificate of Compliance by the end of 2024, with risk-based certificates expected from the Ministry of Environment and Climate Strategy in early 2025. I wanted to clarify to the committee that the current land use is designated as Greenbelt 2 and that we are in the process of updating our Official Community Plan, which may result in changes to allowable land use.

Wed. June 26th CRD Regional Parks Committee

The Parks Committee heard an update report on Regional Trestles Renewal, Trails Widening and Lighting Project:

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=37240&GUID=A191468A-D1BE-4877-B13B-4CA3565FDA0A>

The Parks Committee recommended to the CRD Board that: Current service levels be maintained, focusing on continued public education to address water safety in regional parks, and that staff work with partners to increase education and awareness for key demographic groups. Also, the committee approved that a pilot project

providing lifejackets at designated beaches.

The Committee also recommended to the CRD Board that there be a comprehensive study on the safety of multi-use trails due to the recent increase of accidents.

Thurs. June 27th, Partners for Better Health

The South Island Division of Family Practice invited Westshore mayors and stakeholders to the Songhees Wellness Centre to request support for attracting healthcare and emergency workers to our area. This event was sponsored by the Saunders Family Foundation.

Wed. July 3rd CRD Finance Committee

The Finance Committee recommended to the CRD Board that the fee schedules for recreation services and facilities be approved:

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=37298&GUID=13630692-3A16-4ABA-B938-58278FDA657B>

Other housekeeping items such as MFA Fall Security Bylaws and Financial Plan Amendments were recommended for approval at the CRD Board, and we heard an external grants update:

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=37296&GUID=C3155F68-2C18-4AED-A9E4-596C217195F4>

5. RATIFICATION OF COMMITTEE RECOMMENDATIONS

6. INTRODUCTION OF LATE ITEMS

6.1

Late Item, Submitted by Councillor McLean, July 15, 2024 (4800.20)

RE: PROVINCIAL FUNDING FOR THE YOUTH COUNSELLOR POSITION OF THE MOBILE YOUTH SERVICES TEAM (MYST)

MOTION: 155-2024

Moved Councillor McLean, Seconded Councillor Stanton

That staff be directed to send separate advocacy letters to:

- Honourable Mike Farnworth, Minister of Public Safety and Solicitor General
- Honourable Adrian Dix, Minister of Health and Minister for Francophone Affairs
- Honourable Jennifer Whiteside, Minister of Mental Health and Addictions
- Honourable Grace Lore, Minister of Children and Family Development

Requesting that the Ministries provide financial support for the Pacific Centre Family Association's Mobile Youth Services Team (MYST) and its Crime Reduction and Exploitation Diversion Program, with consistent and sustainable funding for the youth counsellor position in the very near future due to the critical and urgent MYST work with vulnerable youth

and their families within the CRD; and further that Provincial funds be provided for 2 additional Youth Counsellor positions, for 2 additional MYST teams, with the letters copied to the Executive Director, Pacific Centre Family Services and all Mayors and Councils within the Capital Regional District.

CARRIED

7. UNFINISHED BUSINESS

Councillor Anderson declared a conflict of interest noting the subject property under item 7.1 backs onto her property and left the meeting at 7:51 pm.

7.1

Report, Municipal Planner, July 9, 2024 (RZ-01-21)

RE: AMENDED APPLICATION RZ-01-21

499 MILLSTREAM LAKE ROAD AND UNADDRESSED MILLSTREAM LAKE ROAD

Diana and Libby McMinn, applicants, were in attendance and answered questions from Council.

MOTION: 156-2024

Moved Councillor Gord Baird, Seconded Councillor Roessingh
That staff be directed to draft amendments to the Official Community Plan and Zoning Bylaw to accomplish the amended proposal.

CARRIED

Councillor Anderson returned to the meeting at 8:18 pm.

8. CORRESPONDENCE

9. BYLAWS

9.1

RE: BUILDING REGULATION BYLAW CHANGES FOR SMALL-SCALE MULTI-UNIT HOUSING (0125.61 / 3900-439)

MOTION: 157-2024

Moved Councillor Gord Baird, Seconded Councillor Roessingh
That Building Regulation Bylaw No. 192, 2003, Amendment No. 1, (Accessory Dwelling Units) Bylaw No. 439, 2022 be adopted.

CARRIED

9.2

Report, Municipal Planner, July 5, 2024 (3900-450)

RE: OCP AMENDING BYLAW TO INCORPORATE SOUTH HIGHLANDS LOCAL AREA PLAN

MOTION: 158-2024

Moved Councillor Ann Baird, Seconded Councillor Gord Baird
That Council direct staff to report back on possible dates for establishing baseline land conditions.

CARRIED

10. NEW BUSINESS

10.1

Correspondence, West Shore Parks and Recreation Society (WSPRS), June 26, 2024 (1720.10)

RE: USE OF WSPR CAPITAL RESERVE FUNDS FOR THE OUTDOOR PICKLEBALL COURT CONSTRUCTION PROJECT

- MOTION: 159-2024 *Moved Councillor Anderson, Seconded Councillor Roessingh*
That the use of the general capital reserve to fund the construction of six outdoor pickleball courts adjacent to the existing tennis courts on the West Shore Parks & Recreation Society property located at 1767 Island Highway, Victoria, BC be approved.

CARRIED
With Councillor McLean voting opposed
- 10.2 Report, Chief Administrative Officer, June 27, 2024 (1855.43)
RE: 2024-2034 COMMUNITY WORKS FUND AGREEMENT
- MOTION: 160-2024 *Moved Councillor McLean, Seconded Councillor Roessingh*
That Council approve the 2024-2034 Canada Community-Building Fund Agreement and that the Mayor and Corporate Officer be authorized to execute the agreement on behalf of the District.

CARRIED
- 10.3 Report, Chief Administrative Officer, July 2, 2024 (8100.20)
RE: FINLAYSON ARM 28 KM, 50 KM AND 50 MILE TRAIL RUNNING EVENT – SEPTEMBER 7 – 8, 2024
- MOTION: 161-2024 *Moved Councillor Gord Baird, Seconded Councillor Roessingh*
That Council approve the request by Coastline Endurance Running for the use of the following rights-of-way and road crossing Saturday, September 7 and Sunday September 8, 2024 for the Finlayson Arm 28 km, 50 km and 50 mile Trail Running Event:
 - Viart Road/Rowntree Road – runners will run along the side of the road.
 - Finlayson Arm Road - runners will run along the side of the road.
 - Ross Durrance Road - runners will cross the road to connect Gowland Tod Park and Mt. Work Park.
 - Munn Road - Athletes will be running along Munn Road to connect to Mt. Work parking lot at Munn Road with the Mt. Work Connector Trail at the north end of Thetis Lake Regional Park;subject to the Event Organizer entering into a Public Property Occupancy Agreement, substantially as shown attached to the report from the Chief Administrative Officer dated July 2, 2024; and further that the Chief Administrative Officer be authorized to execute such an agreement on behalf of the District of Highlands.

CARRIED
- 10.4 Report, Chief Administrative Officer, July 9, 2024 (1720.10)
RE: WEST SHORE PARKS AND RECREATION FACILITIES MASTER PLAN FUNDING
- MOTION: 162-2024 *Moved Councillor Gord Baird, Seconded Anderson*
That the expenditure of \$4,895 for the purpose of developing a Westshore Parks and Recreation Facilities Master Plan be approved from the Administrative Contingency.

CARRIED
With Councillor McLean voting opposed

10.5

Report, Chief Administrative Officer, July 10, 2024 (1220.41)
RE: AWARD OF CONTRACT – 2024 CULVERT INSTALLATIONS

MOTION: 163-2024

Moved Councillor Anderson, Seconded Councillor Ann Baird
That the contract for the 2024 Culvert Replacement Program be awarded to Hoel Contracting Ltd., in the amount of \$81,831 plus GST.

CARRIED

11. NOTICE OF MOTION

11.1

Chief Administrative Officer read out the following Notice of Motion on behalf of Councillor Marcie McLean:

Subject: Reimbursement to members of Highlands Council for reasonable costs towards electronic devices such as laptops or tablets; including operative costs such as IT services and necessary applications in order for device functionality including hard drive transfers as necessary; and all applicable provincial or federal taxes charged towards such purchases.

12. MOTION TO MOVE IN CAMERA

13. RELEASE OF IN CAMERA RESOLUTIONS

14. ADJOURNMENT

MOTION: 164-2024

Moved Councillor Anderson, Seconded Councillor Gord Baird
That the Regular Council meeting of July 15, 2024 adjourn at 9:24 pm.

CARRIED

MAYOR

DEPUTY CORPORATE OFFICER