



**DISTRICT OF HIGHLANDS  
MINUTES OF COUNCIL MEETING**

**Monday, February 5, 2018 @ 7:00 pm  
SCHOOL HOUSE, 1589 MILLSTREAM ROAD**

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**PRESENT:**

Mayor  
Councillors

Ken Williams  
Leslie Anderson  
Ann Baird  
Gord Baird  
Marcie McLean  
Karel Roessingh

**ABSENT:**

Councillor

Karen Burns

**IN ATTENDANCE:**

Corporate Officer  
Planner  
1 member of the public

Tina Neurauter  
Laura Beckett

**1. APPROVAL OF THE AGENDA**

**MOTION:** 024 / 2018  
**MOVED BY:** COUNCILLOR ROESSINGH  
**SECONDED:** COUNCILLOR MCLEAN

That the agenda be approved.

CARRIED

**2. PETITIONS AND DELEGATIONS**

**3. ADOPTION OF MINUTES**

a) Council – January 22, 2018

**MOTION:** 025 / 2018  
**MOVED BY:** COUNCILLOR MCLEAN  
**SECONDED:** COUNCILLOR ANDERSON

That the Council minutes of January 22, 2018 be adopted.

CARRIED

**4. REPORTS OF COMMITTEES AND COMMISSIONS**

i) **Councillor Leslie Anderson**

ii) **Councillor Ann Baird**

On Jan 26th, I participated in a webinar on the Eco-Footprint tool. (Highlands Planner was also registered). This is a tool in development that I reported on from Livable Cities. The webinar went into details on the tool developed for local government to more accurately measure GHGe's and ecological footprint. Very timely due to the void currently left by the CEEI. The Eco Footprint tool is based on a bottom up (or component method) which means it counts all emissions from consumption (or embodied carbon) regardless of where products are manufactured. Two of the pilot communities are Victoria and Saanich. A few things that jumped out at me:

- Textiles are a big piece
- Food is a very large piece of the emissions pie
- In Victoria, Aviation represents 17% of emissions.
- On road transportation is still the biggest piece, but nowhere near as big as was indicated in the former CEEI

- Land fill emissions are very small compared the embodied carbon in all of our manufactured stuff.
- I will share the final report on these two pilot communities when the data is available.

**SIIP** has not met, but the subcommittee for Smart South Island Partners committee (SSI) is meeting every 3 weeks.

- Smart South Island Symposium in Nov, 2017 was a success. (I did not attend). Well attended with lots of feedback
- Planning underway for next steps (see below)
- Smart Cities Challenge: Region will apply for the \$10 million in federal funding
- Transportation has been chosen to be the strategy area. This transportation committee is currently working on developing this plan and will bring forward ideas to the SSI Partners committee.
- South Island Open Invitation Challenge has been launched where local projects will pitch their ideas to win 3 prizes of \$15,000 to put towards their ideas.

WHEN	WHO	WHAT	WHY
2016 – the long term future		To facilitate and promote the development of a strong, regionally diversified economy on South Vancouver Island and help mold a 2040 Vision for the entire area.	A long term local initiative that will persist beyond the activities below. The Smart Cities Challenge and Open Innovation Challenge are catalytic and contributory components to the long term achievement of the vision for a diverse, livable, sustainable and inclusive South Island.
Dec 2017 – Spring 2019		The Smart Cities Challenge encourages Canadian communities to adopt a smart cities approach to improve the lives of their residents through innovation, data and connected technology.	A national call for innovation pairing technology and data to make cities smarter. Four selected cities will receive funding from \$5 million to \$50 million to implement their proposals. The South Island Prosperity Project is preparing a proposal on behalf of its supporting members. Ideas from the open innovation challenge below could influence and may or may not become part of the proposal.
Dec 2017 – Mar 2018		A local competition inviting the public to submit 'smart' pilot project ideas that will make the South Island a smarter, more <u>liveable</u> and sustainable place	A local call for innovative ideas and thinking that could improve life on the South Island. Three ideas will win \$15,000 prizes for further development, but any of the submitted ideas could factor into or influence the South Island Prosperity Projects 2040 Vision.

- iii) **Councillor Gord Baird**
- iv) **Councillor Karen Burns**
- v) **Councillor Marcie McLean**
- vi) **Councillor Karel Roessingh**
- vii) **Mayor's Report**

**Wed. Jan 24, 2018 Planning and Protective Services Committee**

My comments from the chair: The Planning and Protective Services Committee will continue to advance work identified through the service plans. I will highlight a couple of the significant items that this Committee will be addressing in 2018.

RGS:

- RGS has been formally referred. Once the RGS is adopted, hopefully in April, the Committee will move to the next stage of its implementation:
  - o Review municipal OCP Regional Context Statements. Each municipality will have up to two years to submit revised Regional Context Statements.
  - o The Committee will also be advising on RGS consistency of two JDF EA OCPs that will soon be coming forward: East Sooke and Shirley/Jordan River.
  - o Staff will develop RGS indicators and will bring forward recommendations for the Committee's review.

**Regional planning:**

- The Committee will review progress on the work identified in the Regional Food and Agriculture strategy – starting with the TOR on the agenda today.
- The Regional Food and Agriculture Task Force reports to this Committee and as Chair of this Committee I will serve as liaison to the Task Force. I look forward to working with the Task Force to advance the Board's priorities.

**Protective services:**

Staff will be bringing back to this Committee the outcome of the feasibility analysis of options for a regional fire dispatch model.

**Community health planning:**

Staff are working with Island Health to implement a community health network for the capital region and will be bringing the key outcomes of this work through this Committee. The committee then approved the CRD Planning and Protective Services Committee Terms of Reference for 2018 as well as the Terms of Reference for the Regional Food Land Access Improvement Feasibility Study and Business Case.

Director Colin Plant made a motion for staff to report on a potential Regional Emergency Notification System

**5. RATIFICATION OF COMMITTEE RECOMMENDATIONS****6. INTRODUCTION OF LATE ITEMS****7. UNFINISHED BUSINESS**

- a) Correspondence – S. Price, Chair, CRD Board, Jan. 15, 2018 (0470.43)  
**RE: 2018 RGS BYLAW 4017 – REFERRAL FOR MUNICIPAL ACCEPTANCE**

**MOTION:** 026/ 2018  
**MOVED BY:** COUNCILLOR GORD BAIRD  
**SECONDED:** COUNCILLOR ROESSINGH

That Council accepts the changed provisions of the Regional Growth Strategy dated January, 2018. CARRIED

**8. CORRESPONDENCE**

- a) Correspondence – Mayor Laerhoven, District of Kent, Jan. 16, 2018  
**RE: CANNABIS SALES REVENUE SHARING** (0125.40)

Correspondence – Mayor Brown, Township of Spallumcheen, Jan. 23, 2018  
**RE: CANNABIS SALES REVENUE SHARING**

**MOTION:** 027/ 2018  
**MOVED BY:** COUNCILLOR GORD BAIRD  
**SECONDED:** COUNCILLOR ANDERSON

That the above correspondence from the District of Kent and Township of Spallumcheen regarding cannabis sales revenue sharing be received. CARRIED

- b) Correspondence – Mayor Cote, New Westminster, Jan. 17, 2018  
**RE: PREVENTION OF QUAGGA AND ZEBRA MUSSELS**

**MOTION:** 028/ 2018  
**MOVED BY:** COUNCILLOR GORD BAIRD  
**SECONDED:** COUNCILLOR ROESSINGH

That the above correspondence from the City of New Westminster regarding the prevention of quagga and zebra mussels be received. CARRIED

- c) Correspondence – Mayor Hamilton, City of Colwood, Jan. 23, 2018  
**RE: REGIONAL TRANSPORTATION SERVICE** (0400.60)

MOTION: 029/ 2018  
 MOVED BY: COUNCILLOR ROESSINGH  
 SECONDED: COUNCILLOR GORD BAIRD

That the above correspondence from the City of Colwood regarding the CRD Regional Transportation Service be received. CARRIED

## 9. **BYLAWS**

- a) **RE: BYLAW 400, COUNCIL REMUNERATION AND EXPENSE BYLAW**

MOTION: 030/ 2018  
 MOVED BY: COUNCILLOR GORD BAIRD  
 SECONDED: COUNCILLOR ROESSINGH

That District of Highlands Bylaw No. 400, Council Remuneration and Expense Bylaw be adopted. CARRIED

## 10. **NEW BUSINESS**

- a) Report – T. Neurauter, C/ Officer, January 30, 2018 (7710.02)  
**RE: WSPRS 2018 BUDGET**

MOTION: 031/ 2018  
 MOVED BY: COUNCILLOR ANDERSON  
 SECONDED: COUNCILLOR ROESSINGH

That Council approve the 2018 West Shore Parks and Recreation Budget. CARRIED

- b) Report – T. Neurauter, C/Officer, January 30, 2018 (7900.03)  
**RE: COMMUNITY HALL RENTAL WAIVER REQUEST – S. JANZ**

MOTION: 032/ 2018  
 MOVED BY: COUNCILLOR GORD BAIRD  
 SECONDED: COUNCILLOR ANN BAIRD

That the subsidy request from S. Janz be denied. DEFEATED

**OPPOSED: COUNCILLORS MCLEAN, ANDERSON, ROESSINGH AND MAYOR WILLIAMS**

MOTION: 033/ 2018  
 MOVED BY: COUNCILLOR ROESSINGH  
 SECONDED: COUNCILLOR ANDERSON

That Council approve the subsidy request of \$200 with a \$50 operational fee, by Shauna Janz for a full day community event on March 24, 2018 providing Ms. Janz rents the community hall a minimum of three times in 2018; and that staff bring forward an amended policy VI-2402 which includes a rental fee for applicants who wish to book more than two event rentals in a one-year period (calendar year).

**MOTION:** 034/ 2018  
**MOVED BY:** COUNCILLOR MCLEAN  
**SECONDED:** COUNCILLOR ANN BAIRD

That the second part of the motion be amended to read: “and that staff bring forward an amended policy which includes a rental fee for applicants who wish to book more than **three** event rentals in a one-year period (calendar year).

CARRIED

Question was then called on the main motion as amended.

CARRIED

- c) Report – T. Neurauter, C/Officer, January 25, 2018 (7900.03)  
**RE: COMMUNITY HALL RENTAL WAIVER REQUEST – Hanington**

**MOTION:** 035/ 2018  
**MOVED BY:** COUNCILLOR GORD BAIRD  
**SECONDED:** COUNCILLOR ANDERSON

That Council approve the two-hour room rental fee (\$70) waiver request by the Hanington Creek Estates Strata for their AGM on March 1, 2018 with the applicant being charged \$50 for the community hall building to be opened and closed and for a cleaning fee after the event.

CARRIED

- d) Report – T. Neurauter, C/Officer, January 25, 2018 (0340.50)  
**RE: POLICY UPDATE – TOR FOR SELECT COMMITTEES**

**MOTION:** 036/ 2018  
**MOVED BY:** COUNCILLOR MCLEAN  
**SECONDED:** COUNCILLOR ANN BAIRD

That Council approve the amendment to Policy II-122, Establishing Select Committees and replace the current Terms or Reference, Schedules “A”, “B”, and “C” with the schedules attached to the report from the Corporate Officer dated January 25, 2018.

CARRIED

## **11. IN CAMERA**

**MOTION:** 037/ 2018  
**MOVED BY:** COUNCILLOR MCLEAN  
**SECONDED:** COUNCILLOR ANN BAIRD

That Council move In Camera at 7:43pm to discuss items pursuant to the Community Charter, Section 90(1) (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and Section 90(1) (g) litigation or potential litigation affecting the municipality.

***Council reconvened from In Camera at 8:01pm.***

**12. RISE AND REPORT**

The Following item was released from its In Camera status

West Shore Parks and Recreation Governance and Management Review

That the District of Highlands approve the direct award of a contract to J.R. Huggett Company Corp to review the governance and management of the recreation facilities operated by the West Shore Parks and Recreation Society contingent upon:

- a) Mr. Huggett meeting with Highland’s Mayor and Chief Administrative Officer as part of item #3 in the work program; and
- b) As part of task #4 in the work program, the consultant presents to the Owners the draft list of issues, along with their rationale, identified for consideration, and the Owners – by majority - agree upon the priority issues for further review and recommendations in a report.

Note: The District will pay its share of costs associated with this review as stipulated in the January 3, 2018 letter from Chair Watson in the amount of \$1,015, plus the District’s portion of reasonable travel costs.

**13. ADJOURNMENT**

**MOTION: 038/ 2018**  
**MOVED BY: COUNCILLOR ROESSINGH**  
**SECONDED: COUNCILLOR ANDERSON**

That the February 5, 2018 Council meeting adjourn at 8:01 pm. CARRIED

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MAYOR

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CORPORATE OFFICER