

**COUNCIL MEMBERS PRESENT:**

Mayor Ken Williams

Councillor Ann Baird

Councillor Leslie Anderson

Councillor Gord Baird

Councillor Marcie McLean

Councillor Rose Stanton

**ABSENT:**

Councillor Karel Roessingh

**IN ATTENDANCE:**

Chief Administrative Officer Lorraine Hilton

Public in Attendance 3

**1. APPROVAL OF THE AGENDA**

MOTION: 067-2020

*Moved Councillor Anderson, Seconded Councillor McLean*  
That the agenda be approved as amended: Delete Item 10.2.

CARRIED

**2. PETITIONS AND DELEGATIONS**

Scott Richardson, Highlands resident addressed Council regarding the decision of the CRD Board with respect to the HDCA's letter.

**3. ADOPTION OF MINUTES**

3.1

Council Minutes – March 2, 2020

MOTION: 068-2020

*Moved Councillor McLean, Seconded Councillor Stanton*  
That the Council minutes of March 2, 2020 be adopted.

CARRIED

3.2

West Shore Parks and Recreation Society – February 13, 2020

MOTION: 069-2020

*Moved Councillor Stanton, Seconded Councillor Anderson*  
That the minutes of the West Shore Parks and Recreation Society of February 13, 2020 be received.

CARRIED

**4. REPORTS OF COMMITTEES AND COMMISSIONS**

Councillor Leslie Anderson

**South Highlands Local Area Plan**

The Task Force members and project team participated in meeting #4 on March 9. The purpose of the meeting was to move towards consensus on defining the boundaries for the LAP, as well as the outline for the contents of the Plan itself, and the process for developing the plan. Participants are finalizing the outcomes of that meeting and once they have these recommendations in hand, will bring them to Council for input / endorsement prior to proceeding with the substantive work. Information about the meetings and the related materials can be found on the District's website:

<https://www.highlands.ca/504/South-Highlands-Local-Area-Plan>

**Heritage Select Committee**

Committee members spent the majority of the meeting discussing the recently received report on the Highlands Lime Kiln. The report includes surface survey and mapping, in particular to confirm the footprint of the structure and to try and identify any artifacts and features associated with the site.

As a significant amount of the footprint of the kiln lays on private property (Ecoasis), the Committee will continue to ensure that the landowner is informed and engaged in discussions about potential next steps. The Committee discussed what process might be appropriate in gaining further input on the report and in developing proposals for future actions. The next Heritage Select Committee meeting will focus on discussing potential visions and next steps for the site and the report (April 8). The Committee noted that it may be of interest to identify this artefact within the SHLAP. The Committee is also continuing to work on the oral history project, interviewing key residents.

#### Councillor Ann Baird

CRD Climate Action Committee and CRD Housing Trust Fund Commission

#### Councillor Gord Baird

Capital Region Invasive Species Partnership, CRD Regional Water Commission & CRD JDF Water Distribution Commission

#### Councillor Marcie McLean

Coexisting with Carnivores Alliance, Greater Victoria Family Court Youth Justice Committee, Intermunicipal Advisory Committee on Disability Issues and Sustainable Land Use Select Committee

#### Councillor Karel Roessingh

Capital Region Emergency Services Telecommunications, CRD Arts and Greater Victoria Public Library Board

#### Councillor Rose Stanton

#### Mayor Williams

**COVID-19** - The District of Highlands is actively monitoring information provided by Provincial and Federal agencies with regard to the novel coronavirus (COVID-19).

The Chief Administrative Officer will be providing an update to Council in an item later on the agenda.

#### **Tues. March 4th. 2020 - Mayors Meeting with Hon. Selina Robinson**

Capital Regional mayors met with Minister Robinson to discuss and update the work being done regarding the housing crisis. She was appreciative of the housing initiatives coordinated by the Capital Regional Housing Corporation but wanted more municipal land donated to the BC Government modular housing program and touted the success of the program in Vancouver, Kamloops and Kelowna. Mayor Stu Young wanted to see greater partnership and funding with the private sector. Mayors commented that in the addition to donated land that would see no tax revenue, there would be a greater pressure for services in municipalities. There were also comments on the doctor and health worker shortage as modular housing requires this consideration.

#### **Wed. March 4th. 2020 CRD Housing and Hospitals Committee**

The Housing and Hospital Committee received a report on the Reaching Home Indigenous Agreement. Staff will be renewing another one year agreement with the Government of Canada.

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=18646&GUID=7FAF9747-2212-47C6-8190-2B436108BB6B>. The committee also recommended that the CRD Board renew the mortgages of the Greenlea and Castanea projects.

#### **Wed. March 11th. 2020 CRD Board Meeting**

The CRD Board heard delegations from the Highlands District Community Association on agenda item 8.1. Scott Richardson mainly directed his remarks on the political issues while Dave Mackas focused on the technical side regarding the potential effect of an aggregate mine on the Millstream Meadow property. They thanked CRD staff for meeting with them and having an in depth discussion on technical issues. Before reaching item 8.1 the Board dealt with housekeeping items that included the acceptance of the District of Highlands Regional Context statement found here:

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=18199&GUID=3F15EFF3-D52E-4FCE-9CE1-97A9BF10ED75> and a summary of BC Government 2020

Budget Highlights:

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=18729&GUID=383BA9B6-B8A9-4AD0-A0F0-2A2F1C5F9DC0>

Back to item 8.1

The Environment Committee, on February 19th, narrowly passed (5-4) a recommendation asking the Board Chair to write the Minister of Mines to support the District of Highlands concerns. When brought before the full CRD Board, it took some clarification and Board directors made a few amendments, but in the end a motion passed unanimously supporting the District of Highlands' position on the proposed aggregate mine. The CRD chair will now write a letter of support to the Minister of Mines.

The Board approved a motion that staff bring back implications and draft amendments to the Capital Regional District Procedures Bylaw No. 3828 to enable the inclusion of First Nations elected representatives on appointed bodies of the Board.

Thank you to Sally Gose for volunteering to serve on the Solid Waste Advisory Committee.

## 5. RATIFICATION OF COMMITTEE RECOMMENDATIONS

## 6. INTRODUCTION OF LATE ITEMS

## 7. UNFINISHED BUSINESS

7.1

Report – Planner

**RE: DEVELOPMENT VARIANCE PERMIT DVP-01-20**  
(DVP-01-20)

MOTION: 070-2020

*Moved Councillor Gord Baird, Seconded Councillor Stanton*  
That Council issue DVP-01-20. CARRIED

## 8. CORRESPONDENCE

8.1

Correspondence – UBCM – M. Tait & C. Moglove

**RE: UBCM RESOLUTION PROCESS**

MOTION: 071-2020

*Moved Councillor Stanton, Seconded Councillor McLean*  
That the correspondence from UBCM regarding the resolution process be received. CARRIED

## 9. BYLAWS

## 10. NEW BUSINESS

10.1

Report – Fire Chief

**RE: MUTUAL AID AGREEMENT FOR EMERGENCY SERVICES – DISTRICT OF SAANICH**

MOTION: 072-2020

*Moved Councillor Stanton, Seconded Councillor McLean*  
That Council approve the Mutual Aid agreement with the Corporation of the District of Saanich, substantially in the form attached to the report from the Fire Chief dated March 11, 2020, and that the Mayor and Corporate Officer be authorized to execute the agreement on behalf of the District. CARRIED

- 10.2 Report – Corporate Officer  
**RE: HIGHLAND HERITAGE PARK SOCIETY – 2020 MASTER PLAN AND BUDGET REQUEST**
- MOTION: 073-2020 *Moved Councillor Anderson, Seconded Councillor Gord Baird*  
That the Highland Heritage Park Society 2020 Master Plan be approved and that the proposed 2020 infrastructure projects to upgrade the utility building, bank stabilization and handrail extension along with the associated funding of \$4,765 be referred to the 2020 budget process for consideration. CARRIED
- 10.3 Report – Corporate Officer  
**RE: COMMUNITY HALL RENTAL SUBSIDY REQUEST – CANVAS CHURCH (7900.03)**
- MOTION: 074-2020 *Moved Councillor Gord Baird, Seconded Councillor McLean*  
That Council approve the subsidy request for a 2 day rental by Canvas Church for a youth group event June 5 to 6, 2020 with the applicant being charged \$300. All other applicable fees will be charged (insurance, security deposit and caretaking). CARRIED
- OPPOSED: Councillors Stanton and A. Baird*
- 10.4 Report – Corporate Officer  
**RE: GREATER VICTORIA PUBLIC LIBRARY 2020 BUDGET AND FIVE YEAR FINANCIAL PLAN**
- MOTION: 075-2020 *Moved Councillor Stanton, Seconded Councillor Anderson*  
That Council approve the Greater Victoria Public Library 2020 Budget and 2020-2024 Five Year Financial Plan. CARRIED
- 10.5 **RE: WEST SHORE RCMP 2019 ANNUAL YEAR END REPORT**
- MOTION: 076-2020 *Moved Councillor Stanton, Seconded Councillor Anderson*  
That Council receive the West Shore RCMP 2019 Annual Year End Report. CARRIED
- 10.6 Report – Corporate Officer and Verbal update from Chief Administrative Officer  
**RE: COUNCIL MEETING PLACE AND UPDATE FROM CHIEF ADMINISTRATIVE OFFICER**
- MOTION: 077-2020 *Moved Councillor Gord Baird, Seconded Councillor Ann Baird*  
That Council authorize the use of the Highlands Community Hall for future meetings throughout the period of the COVID-19 pandemic. CARRIED
- MOTION: 078-2020 *Moved Councillor Gord Baird, Seconded Councillor Anderson*  
That all Committee of the Whole and Select Committee meeting be cancelled until further notice. CARRIED

MOTION: 079-2020 *Moved Councillor Gord Baird, Seconded Councillor Stanton*  
That a Procedure Bylaw amendment to permit electronic meetings be brought forward as soon as practical.  
CARRIED

MOTION: 080-2020 *Moved Councillor Stanton, Seconded Councillor Gord Baird*  
That Council meet the first Monday of the month only until further notice.  
CARRIED

**11. IN CAMERA**

MOTION: 081-2020 *Moved Councillor Gord Baird, Seconded Councillor Anderson*  
That Council move In Camera at 7:56 PM to discuss items specific to the Community Charter, specifically s.90 (1) (a) personal information about an identifiable individual who holds or is being considered for a position appointed by the municipality.  
CARRIED

**Council reconvened from In Camera at 8:14 PM**

**12. RISE AND REPORT**

**Appointment of Approving Officer**

That Chris Leek be appointed as Approving Officer for the District of Highlands as of June 26, 2020.

**13. ADJOURNMENT**

MOTION: 082-2020 *Moved Councillor Anderson, Seconded Councillor Gord Baird*  
That the Council meeting of March 16, 2020 adjourn at 8:14 PM.  
CARRIED

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MAYOR

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DEPUTY CORPORATE OFFICER