



DISTRICT OF HIGHLANDS
MINUTES OF ELECTRONIC COUNCIL MEETING
TUESDAY, FEBRUARY 22, 2022 @ 7:00 PM
PUBLIC INVITED TO ATTEND ELECTRONICALLY VIA ZOOM &
IN PERSON AT 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
Corporate Officer Melisa Miles

Public Observation: None

1. APPROVAL OF THE AGENDA

MOTION: 38-2022

Moved Councillor Gord Baird Seconded Councillor Stanton
That the agenda be approved as presented.

CARRIED

2. PETITIONS AND DELEGATIONS

3. ADOPTION OF MINUTES

3.1

Council – February 7, 2022

MOTION: 39-2022

Moved Councillor Roessingh, Seconded Councillor McLean
That the minutes of the February 7, 2022 Regular Council meeting be adopted.

CARRIED

3.2

West Shore Parks and Recreation Society – January 20, 2022

MOTION: 40-2022

Moved Councillor Anderson, Seconded Councillor Stanton
That the minutes of the January 20, 2022 West Shore Parks and Recreation Society meeting be received.

CARRIED

4. REPORTS OF COMMITTEES & COMMISSIONS

Councillor Leslie Anderson
Heritage Select Committee, South Highlands Local Area Plan Task Force,
West Shore Parks and Recreation Society and Western Communities
Policing Advisory Committee

Westshore Parks and Recreation Board met February 10

Afterschool Care bus route changes for 2022/23 school year

- Staffing shortages have hampered WSPRS ability to run at full capacity, rotating route cancellations so that all families are equally affected. This has put a strain in the program. The decision has been made to remove 1 bus route which reduces the number of required staff. 11 children from 8 families are affected from Millstream and

Lakewood Elementary schools. The 11 spots will be filled from the other routes.

The maintenance supervisor gave a departmental overview presentation. It was very thorough and well received. Board members expressed thanks and that they learned some new details about the operations side of WSPRS.

An update was provided on the 2021-2025 Strategic Plan and Priorities.

2022 Budget update: Approved in Colwood, Metchosin, Langford and Highlands. View Royal has reviewed at Committee of the Whole and recommended the budget to be forwarded to Council for approval.

Heritage Select Committee Meeting – Feb 16th

The committee finalized their proposed workplan for 2022, which will be coming to Council asap. The Committee is proposing to focus on four main topics: the Lime kiln; updating statements of significance, organizing archival material, and reviewing/reprioritizing the recommendations from the Heritage Task Force Report (more description to follow when the plan comes to Council).

Councillor Ann Baird
CRD Climate Action Committee and CRD Housing Trust Fund Commission

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

CRD Regional Water Supply Commission and CRD JDF Water Distribution Commission

Attended In Camera CRD Regional Water Supply Commission and CRD JDF Water Distribution Commission meetings.

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

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

CREST board:

Upgrade: CREST & E-Comm successfully completed a major scheduled network upgrade between Jan 24 – Feb 4 in partnership with Motorola and NICE (voice logger supplier). This is the first full core infrastructure upgrade that has been performed since the Astro P25 system was deployed in 2017. The upgrade brought both CREST and E-Comm to the latest revision of software and hardware release for all system infrastructure and will ensure that both systems continue to deliver high quality, reliable communications for all of our partners. Our first communication to all of our agencies, sent

out in December, highlighted the overall project objectives and some key dates for planned activities. During the two-week project we provided daily updates to our clients, which was welcomed. Additionally, both CREST and E-Comm ensured that all stakeholders received detailed communication of impacts specific to their agency prior to the upgrade. **CRD Service Contract:** For many years CRD staff were unwilling to negotiate a service agreement with CREST (an agreement did not exist between 2010 and 2017). Finally in 2017 a 5-year agreement was reached, but it has now expired. In December the CRD board passed a motion to approve a service agreement renewal with CREST; however CRD staff presented a revised agreement to CREST staff. The agreement presented by CRD staff contained provisions unacceptable to CREST, but CRD staff have been unwilling to discuss or negotiate. The CREST board has passed a motion to endorse the original agreement as passed by the CRD board, and that the CRD chair be contacted to discuss this.

Councillor Rose Stanton

Emergency Planning, Social Sustainability Select Committee, and Inter-Municipal Advisory Committee on Disability Issues

Attended Inter-Municipal Advisory Committee on Disability Issues meeting where municipalities shared different accessibility initiatives they are taking within their jurisdictions.

Mayor Williams

Tues. Feb.8th, Geographical Naming Principles, Policy and Procedures

The Heritage Branch of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development held a workshop conducted by Corfield and Associates to help update geographical naming principles, policy and procedures. The thrust of the conversation was to acknowledge the importance of documenting and adopting Indigenous place names as an act of reconciliation. The challenge was how to implement the adoption of multiple official place names for a geographical feature in different languages as well as including unofficial place names in a database for cross reference and mapping.

Wed. Feb 9th, Capital Regional District Board

Bylaw No. 4453, Victoria Family Court and Youth Justice Committee Commission Bylaw No. 1, 2022 was read three times and then adopted by the CRD Board. CRD staff stated they will provide ad hoc assistance to the Committee to help its meeting processes and educate members on policies and procedures.

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=30651&GUID=57A02BB1-5A6B-4DB7-8B1F-FCBD903F43AD>

The CRD Board approved the proposed values, mission statements and priorities in the new Regional Parks Strategic Plan for stakeholders, First Nations and public input. The Board approved that a lens of conservation and protection of biodiversity be applied to these priorities and process, also I moved to **strike bullet 5** (see below) found under “Conservation and Recreation” in the Key Priority Statements found in Appendix “C” of the staff report. (See link).

- "Strengthen the balance between conservation and recreation in service delivery (LAS; RPSP, p.9 & 10)" was removed.

The proposed vision statement was also accepted prior to seeking input: "We work cooperatively and respectfully to steward and expand an exceptional system of regional parks and trails that is rich in biodiversity and cultural heritage, resilient to change, connects people to nature and provides healthy outdoor experiences for all."

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=30689&GUID=69364FA2-1164-4912-8761-B64732DD441D>

The Regional Greenhouse Gas Inventory report and the Zero-Emissions Fleet Initiative final study report were received for information.

The CRD Board decided not to proceed with a regional performing arts facilities service at this time, but directed that this matter be referred to the strategic planning session of the new board.

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=30309&GUID=02C5BAD5-97CE-43CB-B292-A92C6CEF6A11>

The establishing bylaw for the CRD Climate Action and Adaptation service has a maximum requisition limit that needs to be raised to implement key initiatives within the strategy outlined in the updated regional Climate Action Strategy. The CRD received the consent of 2/3 of the participating area municipalities and electoral areas, as well as approval by the Inspector of Municipalities as required by the Local Government Act. The CRD Board adopted bylaw No. 4468 which amends the annual requisition of the regional climate action and adaptation service (Bylaw No. 3510).

<https://crd.ca.legistar.com/LegislationDetail.aspx?ID=030704&GUID=31640DFF-98AF-4B5C-AA17-EA7D2E5AFD0A>

Tues. Feb 15th, Governance Council for Integrated Police Units ("IPU-RGC").

This was our first "official" meeting and the following press release was sent out afterwards.

Regional Mayors from across the CRD, in partnership with the Provincial Government and regional Chiefs of Police have, after several years of work, formally established a Regional Governance Council for Integrated Police Units ("IPU-RGC"). View Royal Mayor David Screech (representing communities served by RCMP detachments) and Oak Bay Mayor Kevin Murdoch (representing communities served by Municipal Police Departments) have been elected as Co-Chairs of the Regional Governance Council. The new IPU-RGC is a model that aligns with the Provincial efforts to modernize policing by enabling more direct civilian input to these integrated police units, all of which fall outside the standard civilian oversight model in the Police Act. This is only the second such oversight model for IPU in the province (the lower mainland has a similar structure). The IPU-RGC is made up of all the regional Mayors and is intended to meet approximately 4 times per year to initially oversee five integrated units;

these units are staffed by officers from across the region and have a combined budget of over \$2 Million.

The Mayors would like to thank the Province, who contributed expertise and funding over several years to help develop a governance model that works with Provincial legislation and helps achieve best practices when working across organizations and jurisdictions. These units face unique challenges and need to adapt to changing community needs, and we're excited to see the formation of a model that allows community / civilian input.

The Governance Council, with attendance and input by Police leadership and Provincial representation, will be meeting approximately 4 times per year. The IPU-RGC is intended to help inform decision making to enhance the abilities of IPUs and collateral police services, and to help identify potential new shared services for the region. To be clear, the IPU-RGC does not replace the authorities or responsibilities of the Police Boards, municipal councils, Chiefs of Police or RCMP Detachment Commanders.

The following units are within the scope of the Integrated Police Units Regional Governance Council (IPU-RGC):

RCMP Involved Units:

- IMCRT: Integrated Mobile Crisis Response Team
- MYST: Mobile Youth Services Team
- RDVU: Regional Domestic Violence Unit

Non-RCMP Involved Units:

- GVERT: Greater Victoria Emergency Response Team
- GVPSU: Greater Victoria Public Safety Unit

Tues. Feb. 15th, Mayor's Meeting

The mayors received a presentation from Dr. Robert O'Connor on the need for more physicians and what local governments can do to recruit them.

5. RATIFICATION OF COMMITTEE RECOMMENDATIONS

6. INTRODUCTION OF LATE ITEMS

7. UNFINISHED BUSINESS

8. CORRESPONDENCE

8.1

Correspondence, West Shore RCMP February, 2022 (7500.20)
RE: WEST SHORE RCMP 2021 ANNUAL YEAR END REPORT

MOTION: 41-2022

Moved Councillor Roessingh, Seconded Councillor Gord Baird
That the West Shore RCMP 2021 Annual Year End Report be received.

CARRIED

9. BYLAWS

10. NEW BUSINESS

- 10.1 Report, Chief Administrative Officer, January 17, 2022 (0645.20)
RE: PERIOD 3 ACTIVITY REPORT – SEPTEMBER 1 TO DECEMBER 31, 2021 – FOR INFORMATION
- MOTION: 42-2022 *Moved Councillor McLean, Seconded Councillor Gord Baird*
That staff be directed to have the Lime Kiln Archaeological Inventory Assessment and Gregory House Building Condition Assessment reports brought to Council.
Motion DEFEATED
With Mayor Williams and Councillors' Anderson, Ann Baird, Roessingh, and Stanton Opposed
- MOTION: 43-2022 *Moved Councillor Stanton, Seconded Councillor Roessingh*
That the September 1, 2021 to December 31, 2021 Activity Reports attached to the report from the Chief Administrative Officer be received.
CARRIED
With Councillor McLean Opposed
- 10.2 Report, Chief Administrative Officer, February 14, 2022 (1700.25)
RE: FINANCIAL PLAN REVIEW SCHEDULE
- MOTION: 44-2022 *Moved Councillor Roessingh, Seconded Councillor Stanton*
That Council approve the above Financial Plan Review Process Schedule and direct staff to give notice to District Committees and the public to enable public participation and consultation.
CARRIED
With Councillor McLean Opposed
- 10.3 Report, Corporate Officer, February 18, 2022 (2240.55)
RE: COMMUNITY GARDEN MANAGEMENT AGREEMENT – REQUEST FOR AMENDMENT TO USER RULES
- MOTION: 45-2022 *Moved Councillor Roessingh, Seconded Councillor Gord Baird*
That the Parks and Recreation Association's proposed amendments to Schedule "D" of the Community Garden Management Agreement be approved, substantially in the form printed for the February 22, 2022 agenda, subject to staff review and agreement.
CARRIED
With Councillor McLean Opposed
- 10.4 Report, Fire Chief / Emergency Coordinator, February 16, 2022 (1855.32)
RE: FIRE DEPARTMENT GRANT OPPORTUNITY – EAST FIRE HALL BACK UP GENERATOR
- MOTION: 46-2022 *Moved Councillor Gord Baird, Seconded Councillor Stanton*
That District of Highlands Council authorize staff to prepare and submit an Emergency Operations Centres & Training grant application to UBCM on behalf of the District, in the amount of \$25,000 for the proposed activities of purchasing a backup generator for the East Fire Hall Emergency Operations Centre;
And that the District will provide overall grant management.

CARRIED

10.5

MOTION: 47-2022

Notice of Motion, Councillor McLean, February 7, 2022 Regular Council Meeting

RE: STIPENDS VOLUNTEER FIREFIGHTERS

Moved Councillor McLean, Seconded Councillor Stanton

That Council direct the District of Highland's Fire Chief to provide high level information with a brief overview or information regarding the usual hours of the Highlands Volunteer Fire Fighters for responding and participating in:

*training/course stipends

*training/practice nights (Thursdays) and, for example: numbers of usual participants and the usual number of hours for practice nights until they are usually going home and, the current stipend per practice night,

*call outs:

First Responders and,

Fires (including calls outs that may go beyond 2 hours in attendance) and, the current stipend per call out,

* fuel reimbursement (if any) for the above within Highlands municipal boundaries. Is this currently being compensated by the District for the Firefighters?

And, further that the requested information provided from the Fire Chief be forwarded to Council's 2022 Budget discussions.

Motion DEFEATED

With Mayor Williams and Councillors' Anderson, Ann Baird, Gord Baird, Roessingh, and Stanton Opposed

10.6

MOTION: 48-2022

Notice of Motion, Councillor McLean, February 7, 2022 Regular Council Meeting

RE: SIGNAGE MILLSTREAM ROAD

Moved Councillor McLean, Seconded Councillor Stanton

That Highlands Council direct staff in respect to the District's Bylaw No. 300 (A By-law to Regulate Roads & Traffic within the District of Highlands- Section 5.13), to strengthen the existing No Parking signage to include Tow Away information for the No Parking signage(s) on Millstream Rd specifically in the areas of the panhandle access trail head into Gowlland Todd Park.

Motion DEFEATED

With Mayor Williams and Councillors' Anderson, Ann Baird, Gord Baird, Roessingh, and Stanton Opposed

11. NOTICE OF MOTION

Councillor Ann Baird introduced the following Notice of Motion:

"That staff report back to council with a draft update to Bylaw 401 DEVELOPMENT APPLICATION FEES to reflect increases in costs since bylaw 401 was adopted on March 5, 2018.

And further that staff provide council with options to operationalize a yearly application fee adjustment for this bylaw tied to increasing costs."

12. IN CAMERA

13. RELEASE OF IN CAMERA
RESOLUTIONS

14. ADJOURNMENT

MOTION: 49-2022

Moved Councillor Roessingh, Seconded Councillor Stanton
That the Regular Council meeting of February 22, 2022 adjourn at 8:30
pm.

CARRIED

MAYOR

CORPORATE OFFICER

Adopted March 7, 2022