



**DISTRICT OF HIGHLANDS
MINUTES OF ELECTRONIC COMMITTEE OF THE WHOLE MEETING
MONDAY, APRIL 11, 2022 @ 7:00 PM**

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
Municipal Planner Laura Beckett
Building Inspector Chris Leek

PUBLIC OBSERVATION: 7

1. APPROVAL OF THE AGENDA

Moved Councillor Roessingh, Seconded Councillor Stanton
That the agenda be approved as presented.

CARRIED

2. ADOPTION OF MINUTES

2.1

RE: SPECIAL COMMITTEE OF THE WHOLE MINUTES – MARCH 7, 2022

Moved Councillor Roessingh, Seconded Councillor Stanton
That the minutes of the March 7, 2022 Special Committee of the Whole meeting be adopted.

CARRIED

2.2

RE: COMMITTEE OF THE WHOLE MINUTES – MARCH 14, 2022

Moved Councillor Roessingh, Seconded Councillor Stanton
That the minutes of the March 14, 2022 Committee of the Whole meeting be adopted.

CARRIED

2.3

RE: SPECIAL COMMITTEE OF THE WHOLE MINUTES – MARCH 28, 2022

Moved Councillor Roessingh, Seconded Councillor Anderson
That the minutes of the March 28, 2022 Special Committee of the Whole meeting be adopted.

CARRIED

3. PRESENTATIONS

The following applicants presented in respect to their Grant in Aid applications:

1. Norm Scott – Royal Canadian Legion #91
2. Marlene Tyshynski – Highlands Parks and Recreation Association
3. Sally Gose – Highlands Heritage Park Society
4. Jordan Glowicki – Bike Victoria

4. UNFINISHED BUSINESS

4.1

RE: BC ENERGY STEP CODE IMPLEMENTATION

Ingo Lambrecht, SLUSC member provided a brief overview from the committee's last meeting where they discussed BC Energy Step Code Implementation, and that the committee was in favour of implementing the highest levels of the Step Code.

Moved Councillor Ann Baird, Seconded Councillor Gord Baird

Recommendation

That the following BC Step Code approach be implemented in the District of Highlands:

- Require Step 3 as a condition for new standard (Part 9) residential buildings less than 75 m²;
- Require Step 4 as a condition for new standard (Part 9) residential buildings 75 m² to 300 m²;
- Require Step 5 as a condition for new standard (Part 9) residential buildings greater than 300 m².

During discussion, it was suggested that it may be beneficial to have staff report back on the potential implications of implementing this approach as it relates to District bylaws and Provincial legislation, as well as the potential to incorporate Low Carbon Energy Systems (LCES).

Moved Councillor Ann Baird, Seconded Councillor Stanton

That the motion for recommendation to Council be amended to read "That staff prepare a report on the implications of implementing the following BC Step Code approach:

- Require Step 3 as a condition for new standard (Part 9) residential buildings less than 75 m²
- Require Step 4 as a condition for new standard (Part 9) residential buildings 75 m² to 300 m²
- Require Step 5 as a condition for new standard (Part 9) residential buildings greater than 300 m²

including alignment with applicable District of Highlands bylaws, Provincial legislation, and incorporation of Low Carbon Energy Systems (LCES) incentives."

CARRIED

Voting resumed on the main motion as amended

Moved Councillor Ann Baird, Seconded Councillor Gord Baird

Recommendation

That staff prepare a report on the implications of implementing the following BC Step Code approaches:

- Require Step 3 as a condition for new standard (Part 9) residential buildings less than 75 m²
- Require Step 4 as a condition for new standard (Part 9) residential buildings 75 m² to 300 m²
- Require Step 5 as a condition for new standard (Part 9) residential buildings greater than 300 m²

including alignment with applicable District of Highlands bylaws, Provincial legislation, and incorporation of Low Carbon Energy Systems (LCES) incentives.

CARRIED

There was further discussion around Step Code implementation approaches for commercial buildings, and the Building Inspector advised this information would be included in the staff report.

5. RECOMMENDATIONS FROM COMMITTEES AND COMMISSIONS

5.1 Recommendation from Heritage Select Committee February 16, 2022
RE: 2022 WORK PLAN

Moved Councillor McLean, Seconded Councillor Anderson

Recommendation

That the Heritage Select Committee 2022 Work Plan be approved as presented.

CARRIED

6. NEW BUSINESS

6.1 Report ,Corporate Officer, April 1, 2022 (1850.02.22)
RE: 2022 GRANT IN AID REQUESTS

Moved Councillor Gord Baird, Seconded Councillor Ann Baird

Recommendation

That the Highlands District Community Association be awarded \$3,000; and that the Highlands District Community Association's Community Broom Bash disposal costs be funded from the Invasive Species budget for 2022.

CARRIED

With Councillor Ann Baird opposed

Moved Councillor Roessingh, Seconded Councillor Ann Baird

That the Highland Parks and Recreation Association be awarded \$2,000.

Moved Councillor McLean, Seconded Councillor Stanton

That the motion be postponed to the time that the Highland Parks and Recreation Association's project plan can be presented to Council.

DEFEATED

With Councillors' Leslie Anderson, Ann Baird, Gord Baird, and Mayor Williams opposed

Voting resumed on the main motion

Moved Councillor Roessingh, Seconded Councillor Ann Baird

Recommendation

That the Highland Parks and Recreation Association be awarded \$2,000.

CARRIED

With Councillors' Gord Baird, McLean, and Stanton opposed

Councillor Stanton declared a perceived conflict due to a personal relationship with a member of the Highland Heritage Park Society and left the meeting at 8:25 pm.

Moved Councillor Roessingh, Seconded Councillor Gord Baird

Recommendation

That the Highland Heritage Park Society be awarded \$3,000.

CARRIED

Councillor Stanton returned to the meeting at 8:27 pm.

Moved Councillor Ann Baird, Seconded Councillor Roessingh

Recommendation

That the West Shore Arts Council be awarded \$500.

CARRIED

Moved Councillor Gord Baird, Seconded Councillor Stanton

Recommendation

That the Royal Canadian Legion – Prince Edward #91 be awarded \$1,000.

CARRIED

Moved Councillor Gord Baird, Seconded Councillor Ann Baird

Recommendation

That the Peninsula Streams Society be awarded \$1,000.

CARRIED

Moved Councillor Stanton, Seconded Councillor Ann Baird

Recommendation

That the Intermunicipal Advisory Committee on Disability Issues (IACDI) be awarded \$200.

CARRIED

Moved Councillor McLean, Seconded Councillor Anderson

Recommendation

That NEED2 Suicide Prevention Education and Support be awarded \$500.

CARRIED

Moved Councillor Gord Baird, Seconded Councillor Ann Baird

Recommendation

That the Capital Region Food and Agriculture Initiatives Round Table be awarded \$500.

CARRIED

With Councillors' McLean and Stanton opposed

Moved Councillor Ann Baird, Seconded Councillor Roessingh

Recommendation

That the West Shore RCMP Detachment be awarded \$1,000.

CARRIED

With Councillor McLean opposed

Moved Councillor Ann Baird, Seconded Councillor Gord Baird

Recommendation

That the Habitat Acquisition Trust (Goldstream Neighbourhood House) be awarded \$1,000.

CARRIED

6.2

Report, Chief Administrative Officer, April 6, 2022 (1700.26)

RE: DRAFT 2 – 2022-2026 FIVE YEAR FINANCIAL PLAN

The Chief Administrative Officer asked Council if they wished for a verbal introduction of the DRAFT 2 – 2022-2026 Five Year Financial Plan. Council agreed they were satisfied with the written material provided.

There was discussion regarding establishing a climate reserve for community resilience, adaptation, and mitigation and whether it could be achieved in time to include transfers to the new fund within the draft financial plan.

The Chief Administrative Officer suggested that establishment of a new reserve fund be incorporated into the review of the Reserves and Surplus policy, which has already been scheduled to occur over the next few months. It would be challenging, the CAO noted, to accomplish establishment of a fund and incorporate it into the financial plan before mid-May when it must be adopted.

Moved Councillor Gord Baird, Seconded Councillor Stanton

Recommendation

That staff be directed to bring forward a Financial Plan Bylaw and Tax Rates Bylaw to the May 2, 2022 Council meeting based on current tax policy and draft budget attached to the report from the Chief Administrative Officer dated April 6, 2022.

CARRIED

7. ADJOURNMENT

Moved Councillor Roessingh, Seconded Councillor Gord Baird

That the Committee of the Whole meeting of April 11, 2022 adjourn at 9:44 pm.

CARRIED

MAYOR

CORPORATE OFFICER