



DISTRICT OF HIGHLANDS
MINUTES OF THE
COMMITTEE OF THE WHOLE MEETING
Monday, February 13, 2018 @ 7:00 pm.
School House, 1589 Millstream Road

PRESENT: Mayor Ken Williams
Councillors Leslie Anderson
Ann Baird
Gord Baird
Karen Burns
Marcie McLean
Karel Roessingh

IN ATTENDANCE: Chief Administrative Officer Lorraine Hilton
Corporate Officer Tina Neurauter
Planner Laura Beckett
Public 3 members

1. APPROVAL OF THE AGENDA

MOVED BY: COUNCILLOR MCLEAN
SECONDED: COUNCILLOR ROESSINGH

That the agenda be approved.

CARRIED

2. ADOPTION OF THE MINUTES

a) Committee of the Whole – January 15, 2018

MOVED BY: COUNCILLOR MCLEAN
SECONDED: COUNCILLOR ROESSINGH

That the January 15, 2018 Committee of the Whole minutes be adopted as amended (show Councillor Burns as absent).

CARRIED

3. UNFINISHED BUSINESS

a) Report – L. Hilton, CAO, January 25, 2018

RE: ASSET MANAGEMENT

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR ROESSINGH

That Committee recommends that Council:

1. Approve the District of Highlands Asset Management Policy as presented;
2. Endorse the Natural Assets Financial Disclosure Note and direct staff to include the note in the 2017 and future Annual Audited Financial statements, to bring awareness of the value and importance of Natural Assets;
3. Approve the Asset Management Plans for Lands, Groundwater Aquifer, Road, Bridge and Vehicles and Equipment as presented;
4. Approve the Asset Management Plans for Facility and Park Improvements as amended;
5. That staff be directed to include an interim budget of \$20,000 for crack sealing, \$25,000 for shouldering & drainage and a \$30,000 general road contingency in the draft 2018 Annual budget for Council consideration during the budget process (funded from Gas Tax);

6. That staff be directed to include a budget of \$30,000 to complete a 2018 Road Surface Profile Assessment and establish a formal Pavement Management Program in the draft 2018 budget for Council consideration during the annual budget process (funded from Gas Tax);
7. That staff be directed to provide a proposal to reduce the existing general municipal property tax rates and implement a separate Sustainable Assets Property Tax Levy during the budget process, to clearly identify infrastructure funding for taxpayers in the future; and
8. That staff be directed to reformat the 2018 Budget (Five Year Financial Plan) Document to directly link funding and expenditures to the Asset Management Plan.

CARRIED

b) Report – T. Neurauter, C/Officer – January 18, 2018

RE: MTI BYLAW AMENDMENT

MOVED BY: COUNCILLOR ROESSINGH
SECONDED: COUNCILLOR BURNS

That Bylaw No. 399, District of Highlands Ticket Information Authorization Bylaw No. 49, 1996, Amendment No. 6, Bylaw No. 399, 2018 be forwarded to Council for formal readings.

CARRIED

c) Report – T. Neurauter, C/Officer and L. Beckett, Planner – February 8, 2018

RE: DEVELOPMENT APPLICATION FEES AND LOT LINE ADJUSTMENT FEES BYLAWS

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR BURNS

That Bylaw No. 398, District of Highlands Subdivision or Development of Land Bylaw No. 154, 2001, Amendment No. 5, Bylaw No. 398, 2018 be forwarded to Council for formal readings.

CARRIED

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR BURNS

That Bylaw No. 401 (Option B), Development Application Fees bylaw No. 351, 2012, Amendment No. 1, Bylaw No. 401, 2018 be forwarded to Council for formal readings.

CARRIED

3. ADJOURNMENT

MOVED BY: COUNCILLOR GORD BAIRD
SECONDED: COUNCILLOR BURNS

That the Committee of the Whole meeting of February 13, 2018 adjourn at 7:46pm.

CARRIED

MAYOR

CORPORATE OFFICER