

**CITY OF LANGFORD**  
**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Tuesday, June 4<sup>th</sup>, 2019 @ 5:30 p.m.**  
**Council Chambers, 3<sup>rd</sup> Floor, 877 Goldstream Avenue**

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**PRESENT**

Mayor Young; Councillors: D. Blackwell, M. Sahlstrom, L. Seaton, L. Szpak, N. Stewart and R. Wade.

**ATTENDING**

Chief Administrative Officer, D. Kiedyk; Director of Finance, M. Dillabaugh; Director of Corporate Services, B. Hutchins; Director of Planning, M. Baldwin; and Director of Engineering, M. Mahovlich.

**1. CALL TO ORDER**

Acting Mayor Blackwell called the meeting to order at 5:30 pm.

**2. APPROVAL OF THE AGENDA**

MOVED BY: COUNCILLOR SAHLSTROM  
SECONDED: COUNCILLOR WADE

That Council approve the agenda as presented.

CARRIED.

**3. PRESENTATION**

- a) Mayor Young  
**RE: Appreciation of Thanks to Terry Young**

Mayor Young presented Terry Young with a plaque in appreciation of over 21 years on the Transportation and Public Works Committee.

**4. ADOPTION OF COUNCIL MINUTES**

- a) **Minutes of the Special Meeting of Council – May 13<sup>th</sup>, 2019**

MOVED BY: COUNCILLOR SAHLSTROM  
SECONDED: COUNCILLOR BLACKWELL

That Council approve the minutes of the Special Meeting of Council held on May 13<sup>th</sup>, 2019.

CARRIED.

**b) Minutes of the Regular Meeting of Council – May 21<sup>st</sup>, 2019**

MOVED BY: COUNCILLOR BLACKWELL  
SECONDED: COUNCILLOR WADE

That Council approve the minutes of the Regular Meeting of Council held on May 21<sup>st</sup>, 2019.

CARRIED.

**5. PUBLIC PARTICIPATION**

None.

**6. COMMITTEE RESOLUTIONS**

**a) Planning, Zoning and Affordable Housing Committee – May 27<sup>th</sup>, 2019**

**1. Minutes of the Planning, Zoning and Affordable Housing Committee – May 27<sup>th</sup>, 2019**

MOVED BY: COUNCILLOR BLACKWELL  
SECONDED: COUNCILLOR WADE

That Council receive the minutes of the Planning, Zoning and Affordable Housing Committee meeting held on May 27<sup>th</sup>, 2019.

CARRIED.

**b) Protective Services Committee – May 28<sup>th</sup>, 2019**

**1. Minutes of the Protective Services Committee – May 28<sup>th</sup>, 2019**

MOVED BY: COUNCILLOR SZPAK  
SECONDED: COUNCILLOR WADE

That Council receive the minutes of the Protective Services Committee meeting held on May 28<sup>th</sup>, 2019.

CARRIED.

**2. Departmental Update**

MOVED BY: COUNCILLOR SZPAK  
SECONDED: COUNCILLOR SEATON

That Council receive the joint departmental update from the Building, Bylaw and Fire departments.

CARRIED.

### 3. West Shore RCMP 2018 Annual Year End Report

MOVED BY: COUNCILLOR SZPAK  
SECONDED: COUNCILLOR SEATON

That Council receive the 2018 Annual Year End Report from the West Shore RCMP Detachment.

CARRIED.

## 7. REPORTS

### a) Policy Repeal and Amendment

#### - Staff Report (Administration)

MOVED BY: COUNCILLOR WADE  
SECONDED: COUNCILLOR SAHLSTROM

That Council repeal the following policies:

- POL-0008-BLDG, Sprinkler Policy, 1994
- POL-0009-ADMIN, Langford Events Calendar, 2003
- POL-0015-ADMIN, Council Indemnity or Expenses, 1994
- POL-0028-ADMIN, Use of Council Chambers, 2002
- POL-0029-BLDG, Design Guidelines, 1999
- POL-0030-FIN, Use of Municipal Computer Software, 1995
- POL-0032-ADMIN, Vehicle Use, 2001
- POL-0034-ADMIN, Municipal Advertising in Bus Shelters Policy, 2002
- POL-0035-ADMIN, Municipal Reader Board – Langford Fire Rescue Station No. 1, 2001
- POL-0037-FIN, Finance Committee – Review of Municipal Finances, 1993
- POL-0039-FIN, Board and Commission Verbal Reports – Councillors, 1994
- POL-0041-FIN, Council Salary Policy, 2006
- POL-0044-FIN, RCMP Annual Operating Budget, 1995
- POL-0047-FIN, Special Expenditures, 1993
- POL-0053-FIN, Dinner Expenses With Respect to Officers Attending Council Authorized Evening Meetings, 1994
- POL-0055-FIN, Annual Salary Adjustment, 2002
- POL-0061-ADMIN, Salary Schedule, 1994
- POL-0063-ADMIN, Notice of Legal Claims, 1995
- POL-0067-ADMIN, Excessive Overtime for Municipal Officers, 1994
- POL-0071-PLAN, Process for Handling Rezoning Bylaws and Development Permits, 1994
- POL-0072-PLAN, Development Permits Applications Public Input, 1996
- POL-0073-PLAN, Timing of Development Permits Policy, 1997
- POL-0075-LDEV, Submission of Subdivision Applications, 1995
- POL-0080-LDEV, Construction on Municipal Boulevards, 1994
- POL-0086-BYLAW, Secondary Suites, 1997
- POL-0088-PLAN, In-Ground Disposal, 2001

- POL-0086-BYLAW, Secondary Suites, 1997
- POL-0088-PLAN, In-Ground Disposal, 2001
- POL-0089-PLAN, Agricultural Land Reserve Acquisition Fund, 2006
- POL-0091-PLAN, Auto Orientated Business Area Design Guidelines, 1997
- POL-0092-BLDG, Non Resident Business License Policy, 1998
- POL-0094-FIN, Business Licensing – Collection, 1997
- POL-0095-BLDG, Business Licensing – Overview Policy, 1995
- POL-0096-ENG, Policy for Requests to Form or Join the Sewer Specified Areas, 1995
- POL-0097-ENG, Sewer Connections in the Core Area, 1995
- POL-0098-ENG, Sewer Master Plan, 1995
- POL-0099-ENG, Retention of Service Trunk Main Capacity, 1994
- POL-0103-ENG, Sidewalk Policy, 1998
- POL-0107-ENG, Request for Street Signs “Deaf Children Playing”, 1998
- POL-0108-ENG, Traffic Signs, 1994
- POL-0109-ENG, Warning of Traffic Regulation Changes, 1994
- POL-0110-ENG, Neighbourhood Watch Signs, 1996
- POL-0111-ENG, Private Road Sign Located on Public Right-of-Way Policy, 1996
- POL-0112-ENG, Watering Restrictions, 2001
- POL-0113-PARK, Playground Equipment, 2001
- POL-0114-PARK, Park Dedication Policy (Amenity and Park), 1999
- POL-0115-PARK, Acceptance of Donations, 1999
- POL-0116-PARK, Parks Master Plan, 1996
- POL-0118-PARK, District of Langford Field Facility Use Regulations, 1994
- POL-0119-PARK, Veterans’ Park Bench Donation, 2001
- POL-0123-PARKS, Landscaping Irrigation and Maintenance, 1997
- POL-0124-BYLAW, Video Surveillance for Park Regulation Bylaw, 1998
- POL-0126-PARK, Policy for Removal of Trees, 1999
- POL-0127-PLAN, Public Information Meetings, 1994
- POL-0128-PLAN, Public Hearing Process, 1996
- POL-0129-PLAN, Building Schemes, 1997
- POL-0130-PLAN, Happy Valley Fire Hall – Traffic Signal Rezoning Contribution, 2004
- POL-0131-PLAN, OCP Amendments Referral to CRD, 1997
- POL-0133-PLAN, Development Information and Referral Policy, 1998
- POL-0134-PLAN, Heritage Preservation Policy, 2004
- POL-0135-PLAN, Transition Zone Between Residential (R1) and Rural Designation, 1996
- POL-0136-PARK, Official Street Tree for the Downtown Commercial Area, 1999
- POL-0137-PLAN, Temporary Signs for New Businesses, 1999
- POL-0138-FIRE, Policy for Fire Department Alarm Monitoring, 1995
- POL-0140-FIN, Telecom Policy and Procedures, 2009
- POL-0141-FIRE, Use of the Langford Fire Department Park and Recreation Facilities, 1987
- POL-0142-ENG, Latecomer Agreement, 2009
- POL-0145-FIRE, Smoking Policy, 2001

AND

That Council repeal the following policies, effective upon Council adoption of the "Employee Bylaw No. 1842":

- POL-0049-FIN, Professional Dues Policy, 2002
- POL-0050-FIN, Professional Membership Dues, 1994
- POL-0056-ADMIN, Employee Benefit Premium Cost Sharing, 1993
- POL-0058-ADMIN, Employee Benefit Plan Competitive Review Policy, 1998
- POL-0059-ADMIN, Health and Benefit Policy, 1994
- POL-0060-ADMIN, Long Term Disability Policy, 2001
- POL-0065-ADMIN, Annual Wage Review Policy, 2002
- POL-0066-ADMIN, Banked Overtime in the Event an Employee's Child is Sick, 1996
- POL-0068-ADMIN, Requests for Leave of Absence, 2005
- POL-0069-ADMIN, Employee Assistance Program, 2005

AND

That Council approve the following amended policies:

- POL-0040-FIN, Salary Policy
- POL-0048-ADMIN, Recruitment Expenses Policy
- POL-0057-ADMIN, Educational Achievement Policy

CARRIED

**8. BYLAWS**

**a) BYLAW NO. 1821**

**"Road Closure Bylaw No. 1821, (Page Avenue) 2019".  
(FIRST, SECOND AND THIRD READINGS)**

MOVED BY: COUNCILLOR WADE  
SECONDED: COUNCILLOR BLACKWELL

That Council give Bylaw No. 1821 first, second and third readings.

CARRIED.

**b) BYLAW NO. 1842**

**"Employee Bylaw No. 1842".  
(FIRST, SECOND AND THIRD READINGS)**

MOVED BY: COUNCILLOR SZPAK  
SECONDED: COUNCILLOR SEATON

That Council give Bylaw No. 1842 first, second and third readings.

CARRIED.

- c) **BYLAW NO. 1848**  
"City of Langford Development Procedures, Amendment Bylaw No. 19, 2019, Bylaw No. 1848".  
(ADOPTION)

MOVED BY: COUNCILLOR SEATON  
SECONDED: COUNCILLOR SZPAK

That Council adopt Bylaw No. 1848.

CARRIED.

- d) **BYLAW NO. 1849**  
"Subdivision and Development Servicing Bylaw, Amendment No. 19 (Fee Schedule), Bylaw No. 1849".  
(ADOPTION)

MOVED BY: COUNCILLOR SAHLSTROM  
SECONDED: COUNCILLOR BLACKWELL

That Council adopt Bylaw No. 1849.

CARRIED.

- e) **BYLAW NO. 1850**  
"Langford Building Bylaw No.1160, Amendment No 12, 2019, Bylaw No. 1850".  
(ADOPTION)

MOVED BY: COUNCILLOR WADE  
SECONDED: COUNCILLOR BLACKWELL

That Council adopt Bylaw No. 1850.

CARRIED.

9. **IN CAMERA RESOLUTION**

MOVED BY: COUNCILLOR SZPAK  
SECONDED: COUNCILLOR BLACKWELL

- a) That it is the opinion of Council that the public interest requires that persons other than members of Council and Officers be excluded from the meeting to consider confidential information regarding labour relations and land matters under Section 90 (1) (c) (e) and (k) of the Community Charter.
- b) That Council continue the meeting in closed session.

CARRIED.

10. ADJOURNMENT

Mayor Young adjourned the meeting at 6:10 pm.



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PRESIDING COUNCIL MEMBER:

**STEWART YOUNG  
MAYOR**



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CERTIFIED CORRECT **Braden Hutchins**  
Corporate Officer **Corporate Officer**