

Minutes of the Regular Council Meeting of the District of Highlands held in the East Highlands Fire Hall, 3613 Woodridge Place on Monday, May 2nd, 1994 at 7:35 p.m.

PRESENT: Councillor Kevin Williams, Chairman

Councillor Johnson  
Councillor Joy  
Councillor Revelle  
Councillor Roessingh  
Councillor Vogel

IN ATTENDANCE: Bruce Woodbury and Dawn Scott

## 1. PETITIONS AND DELEGATIONS

### a) Boundary Expansion - Highland Road:

Nellie Cook expressed concern due to the costs of extending Highland Road in conjunction with the Boundary Expansion to include the south/east Highlands in the municipality. Mrs. Cook noted that she realized the area needed fire protection, but queried the rationale for the District of Highlands taking over a Highways Department road at this time.

Councillor Roessingh advised that subsequent to incorporation the District owns the roads within its boundaries and that Victoria Highways Maintenance currently maintains the roads under contract to the Ministry of Highways which will expire in September.

Further discussion ensued regarding plans for Highland Road but it was noted that discussions were premature since the Boundary Expansion process had not been concluded.

It was suggested, and Councillor Johnson agreed to discuss the process further with Mrs. Cook with a view to allaying concerns related to the matter.

## 2. ADOPTION OF THE MINUTES

### a) Minutes of the Regular Council Meeting Held April 18th, 1994:

MOTION 195/94 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The Minutes of the Regular Council Meeting held April 18th, 1994, be adopted as circulated.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- a) Proposed CRD Park - Hartland Surplus Lands  
Refer Item 1.a Minutes of April 18th, 1994:

Councillor Roessingh expressed concern since CRD Parks had prematurely indicated designation of the mountain bike park prompting use of the Woodridge access through private property and thereby creating problems previously discussed at the Regular Council Meeting held April 18th, 1994. Councillor Roessingh further noted that, in his opinion, CRD Parks had created the situation and, therefore, the responsibility to resolve the problems of debris, trespass, lack of facilities and the need for trails within public properties rests with them.

MOTION 196/94 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:

The following concerns regarding mountain biking near Woodridge Place in the District of Highlands be relayed to the Administrator, CRD Parks:

1. the Hartland Surplus Lands Task Force does not meet on a regular basis.
2. premature indication of designation of the mountain biking facility;
3. cycling occurs on private property;
4. the CRD needs to purchase private property to provide access from Woodridge Place in the very near future;
5. need for washroom and garbage facilities;
6. closure of trails outside the park boundary;
7. the need to expedite the process to provide access via Hartland;

MOTION 197/94 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:

Motion 196/94 BE AMENDED to include the following:

1. Council does support access from Woodridge but does not have any funding available for road construction;
2. recommend that CRD Parks staff liaise with bicycle sales and supply shops in an attempt to educate users and bring the situation under control;
3. express concern related to the premature designation as a mountain biking facility; AND,
4. concerns related to trespassing, debris and parking and lack of washroom facilities.

CARRIED

ORIGINAL MOTION 195/94:

CARRIED

b) Logo Contest and Name The Newsletter Contest:

Councillor Roessingh advised 53 votes had been received for the Logo and Name the Newsletter Contest and announced the winning entries:

MOTION 197/94 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
The winning entries in the Logo and Name the Newsletter Contest as follows:

Logo - Number "C" submitted by Deborah Lefrank; AND,

Name the Newsletter - Number 8 - "The Highlands News"  
submitted by Marie Threlfall,

contained in the District of Highlands Community Newsletter, Volume 1,  
Number 2 dated April, 1994,

BE APPROVED.

CARRIED

4. REPORTS

a) Committee Reports

i) Administration and Finance:

Councillor Williams advised that he and the Administrator had initiated discussions and met with representatives of the District of Langford regarding the possible purchase of Fire Hall #4, noting the need for more information prior to further discussions.

ii) Environment:

- Letter from the Manager, Solid Waste Division, CRD  
Re: Grant - Municipal Recycling Coordinator:

Councillor Revelle advised that the Environment Advisory Committee had endorsed the appointment of a Recycling Coordinator for the District of Highlands pursuant to a \$3,000.00 grant from the Capital Regional District for 1994. The Committee also recommended investigating further grants from the Federal Environment Ministry to expand the responsibilities of the position.

Councillor Revelle provided possible wording for advertising the position noting that Environment Advisory Committee members had volunteered to receive calls from prospective applicants and provide responses to queries regarding the position if it would assist municipal staff.

MOTION 198/94 MOVED BY COUNCILLOR REVELLE

SECONDED BY COUNCILLOR JOY AND RESOLVED THAT the following BE APPROVED:

1. the Municipal Recycling Coordinator position BE ADVERTISED in the Goldstream Gazette and/or by mail out;
2. the Municipal Recycling Coordinator job description BE POSTED in the Municipal Hall;
3. a person BE APPOINTED to the position as soon as possible; AND THAT,
4. subsequent to the appointment of a Municipal Recycling Coordinator the Capital Regional District be advised of the name of the Coordinator and the 1994 grant of \$3,000.00 BE REQUESTED, as outlined in a letter from the Manager, Solid Waste Division, Capital Regional District dated March 29th, 1994.

CARRIED

Heal Lake:

Councillor Revelle advised that subsequent to the suggestion of saving Heal Lake by utilizing an open pit mine near Port Hardy as a landfill site, the Environment Advisory Committee did not support the suggestion of transferring garbage outside the region (did not support the principle of passing garbage off to someone else). Due to time constraints the committee had not yet approached Mr. Gary Mooney to determine what he was advocating but had expressed the desire to research the matter further.

Battery Recycling Program - Langley, B.C.

Councillor Revelle advised that the Environment Advisory Committee had agreed that further research into the suggestion of participating in a Battery Recycling Program generated at the Regular Council Meeting held February 21st, 1994, be referred to the Municipal Recycling Coordinator when appointed.

iii) Parks and Recreation:

Councillor Joy proposed two further appointments to the Parks and Recreation Advisory Committee.

MOTION 199/94 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR REVELLE AND RESOLVED THAT: The following BE APPOINTED to the Parks and Recreation Advisory Committee:

Keith Shepherd      Jerry Yakamovich

A Member of Council expressed concern relative to the size of Advisory Committees and suggested that the maximum number of appointments be established at eight to ten members.

CARRIED

Western Forest Products:

Councillor Joy advised that the Parks and Recreation Advisory Committee were reviewing possible uses for the Western Forest Products park land and that some committee members had hiked to Jocelyn Hill on Saturday, April 30th, 1994 to view the lands.

Councillor Joy also advised that a Parks and Recreation Committee meeting would be held on Wednesday, May 4th, 1994 to discuss a number of issues and to appoint a Chairperson.

iv) Protective Services:

- Joint Western Communities Police Committee:

Councillor Johnson advised that she had attended a meeting of the Joint Western Communities Police Committee and noted the following:

- the proposal to change the name of the Colwood R.C.M.P. Detachment to the Western Communities R.C.M.P. Detachment was proceeding.

- the study for a new R.C.M.P. building and location was proceeding after delays due to municipal elections in November, 1993, and that a Consultant was currently working on the study while the Treasurer, Town of View Royal would handle disbursements.

Emergency Preparedness Week:

Councillor Johnson advised that the committee had not planned activities to coincide with Emergency Preparedness Week scheduled for May 2nd, 1994, due to late notice (April 27th, 1994).

Councillor Johnson further advised that the Fire Protection Advisory Committee was scheduled to meet on May 11th, 1994 and had invited a representative from B.C. Forest Services to facilitate discussion of the following:

- forest services interface and future needs of the Highlands Fire Department; AND,

- a Memorandum of Understanding between the District of Highlands and B.C. Forest Services.

v) Transportation and Public Works:

Councillor Roessingh advised that the Roads Advisory Committee was scheduled to meet on Tuesday, May 2nd, 1994 and would review Western Forest Products lands. It was further noted that the committee would meet again on Tuesday, May 10th, 1994 to facilitate a discussion of a multitude of issues.

Councillor Roessingh advised that Jerry Yakamovich had

been appointed to the Roads Advisory Committee but had indicated a desire to serve on the Parks and Recreation Advisory Committee.

MOTION 200/94 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:  
Subsequent to his appointment to the Parks and Recreation  
Advisory Committee (motion 199/94), Jerry Yakamovich be removed from the  
Roads Advisory Committee.

CARRIED

- Pitch-In British Columbia Re: Request for  
Participation in the Pitch-In-Trash-A-Thon and Pitch-In Week Project:

Councillor Roessingh advised that, in his opinion,  
the request for participation in the Pitch-In-Trash-A-Thon was not  
within the scope of the Transportation and Public Works Committee and  
that he had passed the information on to the Community Association who  
did not think that participation would be worthwhile.

MOTION 201/94 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
The letter from Pitch-In British Columbia dated February 7th, 1994  
requesting participation in Pitch-In Week scheduled for May 2nd, 1994,  
BE RECEIVED AND FILED.

CARRIED

- Munn Road - Pot Holes:

Councillor Joy expressed concern due to the number  
of pot holes on Munn Road between the switchback and Fork Lake Road and  
the lack of response from Victoria Highway Maintenance.

Councillor Roessingh advised that he would discuss  
concerns with the Chairman and President, Victoria Highway Maintenance  
who was a member of the Roads Advisory Committee.

- Roadside Cleanup (Formerly Garbage Gala):

Councillor Roessingh advised that the Roadside  
Litter Pickup event was scheduled for Saturday, May 7th, 1994 commencing  
with a Pot Luck Breakfast at the Caleb Pike House at 8:30 a.m.  
Councillor Roessingh further noted that if residents wished to volunteer  
to undertake clean up duties near their residence they could do so but  
recommended that those interested contact their Community Association  
area representative.

- Library Survey:

Councillor Roessingh advised that a preliminary  
count of the Library survey submissions, those in favour of joining a

Library had indicated one-half in favour of joining the Greater Victoria Public Library and the other half in favour of joining the Vancouver Island Regional Library.

Council Roessingh further noted that the Library Services Committee were scheduled to meet on Monday, May 9th, 1994 and that the Libraries were working on proposals for the District including a reciprocal agreement.

vi) Planning and Zoning:

Western Forest Products - Application for Subdivision:

Councillor Vogel noted that members of Advisory Committees had attended a meeting with a Western Forest Products' representative and the Upper Millstream Lake Road Advisory Group to facilitate a presentation of proposals related to the application for rezoning. Councillor Vogel also noted that the next step in the process would include presentation of Advisory Committee reports to the Advisory Planning Commission prior to submission to Council.

b) Mayor's Report:

Mayor McMinn was absent from the meeting.

Administration and Finance:

MOTION 202/94 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
Hendrik Zimmermann BE APPOINTED to the Municipal Hall Advisory Committee.

CARRIED

5. CORRESPONDENCE

a) Letter from the Minister of Environment, Lands and Parks Re:  
Provincial Crown Land in the District of Highlands - Municipal Forest:

MOTION 203/94 MOVED BY COUNCILLOR JOY

SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The letter dated April 20th, 1994 from the Minister of Environment, Lands and Parks in response to a letter from Mayor McMinn dated March 8th, 1994, regarding Crown lands within the District of Highlands, BE RECEIVED AND FILED.

CARRIED

b) Regional Seniors' Health Promotion Committee Re:  
Applications -District of Highlands:

MOTION 204/94 MOVED BY COUNCILLOR REVELLE

SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The letter dated April 22nd, 1994 from the Coordinator, Seniors' Health Promotion, Capital Regional District regarding District of Highlands representation on the committee, BE RECEIVED AND FILED.

CARRIED

c) Multi-Sport Masochists Re: Duathlon - Mount Work Regional Park -September 27th, 1994:

MOTION 205/94 MOVED BY COUNCILLOR JOY

SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The letter from the Race Director, MountainMan Duathlon received April 26th, 1994, advising of the Duathlon scheduled for September 27th, 1994, BE RECEIVED AND FILED.

CARRIED

## 6. BY-LAWS

a) By-Law No. 12, - District of Highlands Advisory Planning Commission By-Law No. 12, 1994:

MOTION 206/94 MOVED BY COUNCILLOR JOHNSON

SECONDED BY COUNCILLOR REVELLE AND RESOLVED THAT:

The District of Highlands Advisory Planning Commission By-Law No. 12, 1994, BE ADOPTED.

CARRIED

## 7. NEW BUSINESS

a) Letter from the Minister of Forests  
Re: British Columbia's Forest Renewal Plan:

MOTION 207/94 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:  
British Columbia's Forest Renewal Plan BE SUPPORTED as  
requested in the letter dated April 15th, 1994 from the Minister of  
Forests.

CARRIED

b) Letter from the City of Surrey Re: Video and Television  
Programming -CBC's "Anti-Violence in the Community":

MOTION 208/94 MOVED BY COUNCILLOR JOHNSON  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:  
CBC's "Anti-Violence Campaign on Youth and Family Violence in  
the Community" BE SUPPORTED, as requested in the letter from the City  
Clerk, City of Surrey dated April 12th, 1994.

CARRIED

c) Office Work Load:

MOTION 209/94 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

1. The Administrator BE AUTHORIZED to engage the services  
of Cheryl Otting on a daily basis as required during the next six (6)  
weeks at the rate of \$300.00 per day plus expenses to a maximum of  
\$6,000.00 to carry out the work required to finalize the District's 1994  
Budget, prepare the 1994 tax notices and assist in preparing several of  
the high priority By-Laws (Traffic Regulation, Subdivision, etc.), as  
recommended in a report from the Administrator dated April 29th, 1994.

2. The Administrator BE AUTHORIZED to advertise for and  
hire a temporary, part-time person for secretary/receptionist/cashier  
duties, as recommended in a report from the Administrator dated April  
29th, 1994.

3. The Administrator BE AUTHORIZED to seek a small number  
of resident, computer literate volunteers to assist with routine office  
work, as recommended in a report from the Administrator dated April  
29th, 1994.

CARRIED

## 8. OTHER BUSINESS

a) District of Highlands Enumeration:

MOTION 210/94 MOVED BY COUNCILLOR REVELLE  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
The total resident count of 1,201 determined subsequent to an

enumeration of residents of the District of Highlands as at March 6th, 1994 and contained in the report dated April 29th, 1994 from the Administrator entitled "District of Highlands Enumeration" BE AUTHORIZED for submission to the Ministry of Municipal Affairs.

CARRIED

9. ADJOURNMENT:

MOTION 211/94 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:  
The Regular Council Meeting BE ADJOURNED at 8:45 p.m.

CARRIED

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Councillor Kevin Williams, Chairman  
Administrator

Bruce Woodbury,