

Minutes of the Regular Council Meeting held in the Caleb Pike House,
1589 Millstream Road on Monday, December 19th, 1994 at 7:30 p.m.

PRESENT: Mayor R.G. (Bob) McMinn
Councillor Johnson
Councillor Joy
Councillor Roessingh (7:50 p.m.)
Councillor Williams

IN ATTENDANCE: Bruce Woodbury and Dawn Scott

1. PETITIONS AND DELEGATIONS

a) Waiver of Road Frontage Re: Section 33, Highland District -
Davies Road (Ray Wright and Barry Duch In Attendance):

Messrs. Wright and Duch were in attendance and provided an overview of the rationale for the request for a waiver of the 10% road frontage and responded to queries of Council.

MOTION 643/94 MOVED BY COUNCILLOR WILLIAMS
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The proposed two lot subdivision of Section 33 BE EXEMPT from the requirement for 10% of their perimeter to front on a road, as requested in a letter from Ray Wright and Barry Duch, Owner/Agent dated December 14th, 1994 for the reasons as outlined and contained therein.

CARRIED

2. ADOPTION OF THE MINUTES

a) Minutes of the Meeting Held Monday, December 5th, 1994:

MOTION 644/94 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:

The Minutes of the Meeting held Monday, December 5th, 1994, be adopted as circulated.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

a) Growth Strategies for the 1990's and Beyond:

MOTION 645/94 MOVED BY COUNCILLOR JOY
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The report dated December 16th, 1994 prepared by Mayor McMinn entitled District of Highlands' Response to Proposed "Growth Strategy Act" BE SUBMITTED as the District of Highlands response to the Capital Regional District and the Ministry of Municipal Affairs, subsequent to inclusion of a general statement regarding the importance of the proposed Sustainability Act for the area in conjunction with the Growth

Strategies Act.

CARRIED

- b) Letter from the Chief Engineer, Capital Regional District
Re: CRD Solid Waste Management Plan (SWMP) Revision:

Discussion ensued relative to the recommendations from the Environment Advisory Committee specifically item 3. Landfill Material Restrictions.

Councillor Roessingh entered the Council Chamber at 7:50 p.m.

MOTION 646/94 MOVED BY COUNCILLOR JOY

SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

Recommendation 3. Landfill Material Restrictions contained in the report from the Environment Advisory Committee entitled CRD Solid Waste Management Plan (SWMP) Revision 2 and dated December 19th, 1994, BE AMENDED to read as follows:

3. Landfill Material Restrictions

That Council advise the CRD that the District of Highlands is in favour of phasing in and expanding landfill restrictions to include additional materials which are recyclable or reusable and, further, encouraging small businesses engaged in the repair and re-use of products.

AND THAT,

the report AS AMENDED, BE SUBMITTED as the District of Highlands response to the letter from the Chief Engineer, Capital Regional District dated November 21st, 1994.

CARRIED

4. REPORTS

- a) Committee Reports

- i) Administration and Finance

Councillor Williams, Chair advised that he had nothing to report.

- ii) Environment

There was no report from the Environment Committee due to the absence of Councillor Revelle, Chair.

- iii) Parks and Recreation

Councillor Joy, Chair provided an overview of discussions and field trips of the Parks and Recreation Advisory Committee, noting that minutes from the meeting would be provided at the next Regular Council Meeting.

iv) Protective Services

Councillor Johnson, Chair advised that the last meeting of the Fire Protection Advisory Committee had been held in early December, noting that discussions were ongoing relative to facilities and equipment.

MOTION 647/94 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR WILLIAMS AND RESOLVED THAT: A letter BE SUBMITTED to the Ministry of Municipal Affairs and the Ministry of Environment, Lands and Parks IN SUPPORT of the District of Langford's proposal for Crown Land in exchange for Langford Fire Hall #4.

CARRIED

v) Transportation and Public Works

Councillor Roessingh, Chair provided an overview of items discussed at the Roads Advisory Committee meeting held December 1st, 1994.

- Minutes of the Roads Advisory Committee Meeting Held December 1st, 1994:

MOTION 648/94 MOVED BY COUNCILLOR ROESSINGH
SECONDED BY COUNCILLOR WILLIAMS AND RESOLVED THAT:
The Minutes of the Roads Advisory Committee Meeting held December 1st, 1994, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated December 13th, 1994.

CARRIED

vi) Planning and Zoning

There was no Planning and Zoning report due to the absence of Councillor Vogel, Chair.

b) Mayor's Report

Mayor McMinn provided an overview of the following items:

i) District of Highlands' Newsletter #4 had been mailed to residents and contained the new logo, noting that the District's letterhead and business cards had been ordered.

ii) Advised he had attended the Capital Regional

District's Inaugural Meeting on December 5th, 1994 and had been appointed to the Parks & Regional Services and the General Municipal Services Committees.

In response to concerns expressed to Mayor McMinn by the Chair of the General Municipal Services Committee the Administrator advised that he would review documentation to clarify the Mayor's eligibility for appointment, but that in his opinion, the District's status included participation in the planning function even though the contract for municipal services/fee for service terminated effective December 31st, 1994.

iii) Advised he had attended the Ministry of Municipal Affairs' meeting related to the Growth Strategies Act held December 13th, 1994.

iv) Mayor McMinn suggested the potential for a second floor addition to the Caleb Pike House for temporary use as a municipal office to accommodate additional staff in lieu of another trailer. Mayor McMinn noted the potential for the addition of approximately 400 square feet (alteration would not change the exterior), and would provide space for future community use.

The Administrator advised that he was exploring the feasibility of renting space in a local residence/accessory building.

Discussion ensued and varying concerns were noted.

MOTION 649/94 MOVED BY COUNCILLOR JOY
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT: The Municipal Hall Advisory Committee BE REQUESTED to investigate the feasibility of a second floor addition to the Caleb Pike House for temporary office use for additional municipal staff, AND THAT a report and recommendation BE PROVIDED for Council's consideration as soon as possible.

CARRIED

In response to a query from a Member of Council, Mayor McMinn advised that the owner of the old School House had not responded to a proposal of the Highland Heritage Park Society and the Administrator advised that he would correspond with her again in the near future.

5. CORRESPONDENCE

- a) Highland Heritage Park Society
Application for a Grant-In-Aid - \$750.00:

MOTION 650/94 MOVED BY COUNCILLOR WILLIAMS

SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The request for a Grant-In-Aid received December 12th, 1994 from the Highland Heritage Park Society in the amount of \$750.00 BE REFERRED TO THE ADMINISTRATION AND FINANCE COMMITTEE for review and a recommendation for Council's consideration in conjunction with 1995 budget discussions, as recommended in a report from the Administrator dated December 13th, 1994.

CARRIED

- b) JBR Highway Consulting Ltd.
Proposal to Develop a Road Resurfacing Program:

MOTION 651/94 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:

The proposal dated December 9th, 1994 from JBR Highway Consulting Ltd. to develop a road resurfacing program, BE REFERRED TO THE ROADS ADVISORY COMMITTEE for review and a recommendation for Council's consideration in the near future, as recommended in a report from the Administrator dated December 14th, 1994.

CARRIED

6. BY-LAWS

- a) By-Law No. 27 - Highlands Zoning By-Law, Amendment
By-Law No. 27, 1994:

MOTION 652/94 MOVED BY COUNCILLOR JOY
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The Highlands Zoning By-Law, Amendment By-Law No. 27, 1994 BE GRANTED THIRD READING.

CARRIED

MOTION 653/94 MOVED BY COUNCILLOR WILLIAMS
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:

The Highlands Zoning By-Law, Amendment By-Law No. 27, 1994, BE ADOPTED.

CARRIED

- b) By-Law No. 37 - Highlands Zoning By-Law, Amendment
By-Law No. 37, 1994:

The Administrator recommended that in view of concerns related to Langford Fire Hall #4 that By-Law No. 37, 1994 only be granted third reading at this time.

MOTION 654/94 MOVED BY COUNCILLOR WILLIAMS
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

Highlands Zoning By-Law, Amendment By-Law No. 37, 1994, BE GRANTED THIRD READING.

CARRIED

7. NEW BUSINESS

- a) Report of Preliminary Subdivision CRD File No. S-48-94
Waiver of Road Frontage
Applicant: Wheatcroft
Location: Section 27, Highland District, Except Part
in Plan 24908 - Millstream Road:

MOTION 655/94 MOVED BY COUNCILLOR WILLIAMS
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The proposed two lot subdivision of the remainder of Section 27 (Wheatcroft), BE EXEMPT from the requirement for 10% of their perimeter to front on a road, as recommended in a report from the Administrator dated December 15th, 1994.

CARRIED

8. OTHER BUSINESS

- a) 1995 UBCM Membership Dues:

MOTION 656/94 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR WILLIAMS AND RESOLVED THAT:

The 1995 Union of British Columbia membership fee of \$546.22
BE AUTHORIZED for payment, as recommended in a report from the Administrator dated December 13th, 1994.

CARRIED

- b) Municipal Insurance Association of British Columbia
1995 Renewal Application:

MOTION 657/94 MOVED BY COUNCILLOR JOY
SECONDED BY COUNCILLOR WILLIAMS AND RESOLVED THAT:

The Municipal Insurance Association of British Columbia's 1995
Renewal Application BE AUTHORIZED FOR SIGNATURE AND THAT the 1995
Assessment of \$8,110.00 BE AUTHORIZED FOR PAYMENT, as recommended in a
report from the Administrator dated December 13th, 1994.

CARRIED

- c) Draft Policy - Advisory Committees:

The Administrator noted that further discussion regarding
reappointments to the various Advisory Committees would be necessary in
the near future.

MOTION 658/94 MOVED BY COUNCILLOR JOY
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The policy entitled Advisory Committee Appointments and
Listings, BE APPROVED.

CARRIED

d) Notices on Title - Section 750.1 of the Municipal Act:

MOTION 659/94 MOVED BY COUNCILLOR WILLIAMS
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The Administrator BE DIRECTED to send a letter to the following inviting them to attend the Regular Council Meeting scheduled for Monday, January 16th, 1995 to provide reasons why the District of Highlands should not file a notice on the title of the land pursuant to the terms of Section 750.1 of the Municipal Act:

1. Mr. and Mrs. Carl Nelson - Lot 2, Section 31, PlaN
38416 - 1686 Millstream Road - No Final Occupancy Certificate; AND,

2. Mr. Matthew M. Reid - Lot A, Section 32, Highland
District, Plan 49463 - 645 Millstream Lake Road - No Final Occupancy
Certificate,

as recommended in the reports from the Senior Building
Inspector dated December 15th, 1994 and a subsequent report from the
Administrator dated December 14th, 1994.

CARRIED

9. ADJOURNMENT:

MOTION 660/94 MOVED BY COUNCILLOR JOY
SECONDED BY COUNCILLOR WILLIAMS AND RESOLVED THAT:
The Regular Council Meeting held Monday, December 19th, 1994 ADJOURNED
at 8:47 p.m.

CARRIED

Robert G. (Bob) McMinn, Mayor Bruce Woodbury,
Administrator