

District of Highlands - Regular Council Meeting  
Monday, December 18th, 1995 Page  
DISTRICT OF HIGHLANDS  
REGULAR COUNCIL MEETING

Minutes of the Regular Council Meeting of the District of Highlands held  
Monday, December 18th, 1995 at the Caleb Pike House, 1589 Millstream Road at  
7:35 p.m.

PRESENT: Mayor R.G. (Bob) McMinn  
Councillor Johnson  
Councillor Joy  
Councillor Roessingh  
Councillor Sibley  
Councillor Vogel

IN ATTENDANCE: Bruce Woodbury, Administrator  
Dawn Scott, Deputy Clerk

1. PETITIONS AND DELEGATIONS

Nil

2. ADOPTION OF THE MINUTES

a) Minutes of the Regular Council Meeting Held December 4th, 1995:

MOTION 589/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:

The Minutes of the Regular Council meeting held Monday, December 4th,  
1995, be adopted as circulated.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

Nil

4. REPORTS

a) Committee Reports

i) Administration and Finance

There was no Administration and Finance report due to the absence  
of Councillor Williams, Chair.

ii) Environment

- Environmentally Sensitive Areas/Environment  
Protection Areas and Development Permit Areas:

MOTION 590/95 MOVED BY COUNCILLOR SIBLEY  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT: The report  
from the Environment Advisory Committee dated December  
14th, 1995 regarding Environmentally Sensitive

Areas/Environment Protection Areas and Development Permit Areas, BE REFERRED TO STAFF for input and recommendation for Councils consideration in the near future, as recommended in a report from the Administrator dated December 14th, 1995.

CARRIED

iii) Parks and Recreation

- Parks and Recreation Advisory Committee Minutes of the Meeting Held December 13th, 1995:

Councillor Joy, Chair provided an overview of items discussed at the Parks and Recreation Advisory Committee meeting held December 13th, 1995.

In response to concerns related to Thetis Lake Regional Park and the lack of horse and biking trails, the Administrator advised that staff would be contacting Capital Regional District Parks and requesting a copy of the Thetis Lake Regional Park Trail Plan.

MOTION 591/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT: The minutes of the Parks and Recreation Advisory Committee meeting held December 13th, 1995, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated December 15th, 1995.

MOTION 592/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT: The Parks and Recreation Advisory Committee Minutes of December 13th, 1995, BE AMENDED AS FOLLOWS:

Item 2 - Eagles Lake - Last Sentence: DELETING THE LAST SENTENCE IN ITS ENTIRETY AND REPLACING WITH "Newly formed Eagles Lake Committee will have further meetings".

CARRIED

MAIN MOTION 591/95 AS AMENDED: CARRIED

iv) Protective Services

Councillor Johnson, Chair advised that the next meeting of the Protective Services Advisory Committee had been scheduled for January 10th, 1996.

v) Transportation and Public Works

Councillor Roessingh, Chair advised that he would be discussing comments from residents related to Victoria Highways

Maintenance response to icy road conditions and parties in the area of Emma Dixon Road with the Administrator in the near future to determine whether the issues could be resolved in some way.

Councillor Roessingh also advised that he had been on an on-site inspection of trails in the Old Mossy Road and Hazlitt Creek Road area with a representative from Western Forest Products/J.E. Anderson & Associates who had advised that a student would be working on trails in the area over the Christmas holidays.

vi) Planning and Zoning

Councillor Vogel advised that he had nothing to report at this time but expressed concern on behalf of the Advisory Planning Commission regarding the lack of progress on the Official Community Plan.

The Administrator noted that he had not yet had a response to his letter to Municipal Affairs written approximately 1 1/2 months prior regarding a grant to proceed with the process, noting that the terms of the Letters Patent required completion of the plan by December 31st, 1996 and that an extension would likely be required.

b) Mayor's Report

Mayor McMinn provided information relative to the following:

- Capital Regional District Board:

Mayor McMinn advised that he had been appointed to the CRD Parks Committee and the Corporate Administration and Regional Growth Committee.

Mayor McMinn advised that his was the only dissenting vote to readings of the CRD's By-Law No. 2355 - Capital Reserve Fund Juan de Fuca Swimming Pool By-Law.

- Advisory Committees

Mayor McMinn advised of the following interim appointments to the Administration and Finance Committee in the absence of Councillor Williams:

- Administrator's Appraisal - Councillor Joy
- Municipal Office - Councillor Roessingh
- Finance - Councillor Johnson

It was noted that a meeting of the Finance Advisory Committee had been scheduled for Monday, January 8th, 1996.

Councillor Roessingh advised that he would like to meet with staff early in the new year for input and suggestions for a

municipal office.

- Newsletter

Mayor McMinn noted with pleasure that the District's newsletter had been distributed prior to the Fire Department's Santa Run held Sunday, December 16th, 1995.

- Greater Victoria Public Library

Mayor McMinn advised that the Greater Victoria Public Library branch at Royal Roads would probably not be opened until January 15th, 1996.

## 5. CORRESPONDENCE

- a) Letter of Thanks from the Conference Coordinator, Volunteer 95:

MOTION 593/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
The letter of thanks dated November 30th, 1995, from the Conference Coordinator, Volunteer 95, BE RECEIVED FOR INFORMATIONAL PURPOSES.

CARRIED

- b) Letter from the Chairman, Flower Day Committee Victoria Chapter, Amyotrophic Lateral Sclerosis Society of British Columbia  
Re: Request for Permission to Conduct a "Tag Day" Throughout the Municipality on Saturday, June 1st, 1996:

MOTION 594/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
The Flower Day Committee Victoria Chapter, Amyotrophic Lateral Sclerosis Society of British Columbia BE GRANTED PERMISSION to conduct a "Tag Day" throughout the municipality on Saturday, June 1st, 1996, as requested in a letter from the Chairman, Flower Day Committee dated November 30th, 1995 and as recommended in a report from the Administrator dated December 8th, 1995.

CARRIED

- c) Letter from the President, South Vancouver Island Minor Fastball Association Re: BC Summer Games Proposal:

MOTION 595/95 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
COUNCILLOR JOY BE APPOINTED to represent the District of Highlands at the meeting scheduled for an informal exchange of ideas and information related to the BC Summer Games Proposal at the Westwind Hotel on January 17th, 1996, as requested in a letter from the President, South Vancouver Island Minor Fastball Association dated November 20th, 1995 and recommended in a report from the Administrator dated December 8th, 1995.

CARRIED

- d) Letter from the City of Fort St. John Re: Sexual Offenders:

MOTION 596/95 MOVED BY COUNCILLOR JOHNSON  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The letter from the City of Fort St. John dated November 30th, 1995 regarding sexual offenders, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated December 14th, 1995.

CARRIED

- e) Letter from the Western Communities RCMP  
Auxiliary Association Re: Request for Grant-In-Aid:

MOTION 597/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:

The letter dated December 6th, 1995 from the Officer-In-Charge, Western Communities Detachment, RCMP and the President, Western Communities RCMP Auxiliary Association, requesting a grant-in-aid of \$200.00, BE REFERRED TO THE ADMINISTRATION AND FINANCE ADVISORY COMMITTEE for consideration in conjunction with 1996 budget discussions, as recommended in a report from the Administrator dated December 14th, 1995.

CARRIED

- f) Letter from the Association of Vancouver Island  
Municipalities Re: 1996 Resolutions - Annual General Meeting:

MOTION 598/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

Should Council wish to submit a resolution or resolutions to the Association of Vancouver Island Municipalities Annual General Meeting, that resolution be prepared and presented for consideration at the Regular Council meeting scheduled for Monday, January 15th, 1996, as recommended in a report from the Administrator dated December 15th, 1995.

Discussion ensued and it was agreed that a resolution pertaining to the lack of planning grant funding (O.C.P.), from the Ministry of Municipal Affairs would be developed for consideration at the Regular Council meeting scheduled for January 15th, 1996 and subsequent submission to the Association of Vancouver Island Municipalities Annual General Meeting.

CARRIED

## 6. BY-LAWS

- a) By-Law No. 59 - Juan de Fuca Library Building  
Operating Agreement Authorization By-Law No. 59, 1995:

MOTION 599/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:  
Motion 581/95, Third Reading of the Juan de Fuca Library Building  
Operating Agreement Authorization By-Law No. 59, 1995, BE  
RESCINDED, for the reasons as outlined and contained in a report  
from the Administrator dated December 14th, 1995.

CARRIED

MOTION 600/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
Juan de Fuca Library Building Operating Agreement Authorization By-Law  
No. 59, 1995, BE AMENDED by deleting the words "branch of the  
Greater Victoria" from item C. on page 1 of the agreement, for the  
reasons as outlined and contained in a report from the  
Administrator dated December 14th, 1995.

CARRIED

MOTION 601/95 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
Juan de Fuca Library Building Operating Agreement Authorization By-law  
No. 59, 1995, BE GRANTED THIRD READING AS AMENDED, as recommended  
in a report from the Administrator dated December 14th, 1995.

CARRIED

- b) By-Law No. 60 - Greater Victoria Public Library  
Agreement Authorization By-Law No. 60, 1995:

MOTION 602/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
Greater Victoria Public Library Agreement Authorization By-Law No. 60,  
1995, BE GRANTED FIRST READING.

CARRIED

MOTION 603/95 MOVED BY COUNCILLOR JOHNSON  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
Greater Victoria Public Library Agreement Authorization By-Law No. 60,  
1995, BE GRANTED SECOND READING.

CARRIED

MOTION 604/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:  
Greater Victoria Public Library Agreement Authorization By-Law No. 60,  
1995, BE GRANTED THIRD READING.

CARRIED

- c) By-Law No. 61 - District of Highlands Building Regulation By-Law No. 61, 1995:

MOTION 605/95 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:  
The District of Highlands Building Regulation By-Law No. 61, 1995, BE  
GRANTED FIRST READING.

MOTION 606/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The District of Highlands Building Regulation By-Law No. 61, 1995, BE  
AMENDED AS FOLLOWS:

Page 3 - Item 5.2 (e) - BE REMOVED IN ITS ENTIRETY AND REPLACED WITH  
"the Building Inspector shall issue the permit or permits for  
which the application has been made, in the form set out in  
Appendix "I" attached hereto." AS A SEPARATE STATEMENT AFTER ITEM  
(d).

CARRIED

MOTION 607/95 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The District of Highlands Building Regulation By-Law No. 61, 1995, BE  
AMENDED BY ADDING THE WORD "and" TO ITEM 5.10 ON PAGE 7 AS  
FOLLOWS:

. . . be prepared and signed by and the construction carried out under  
the supervision of an architect or professional engineer.

CARRIED

MAIN MOTION 605/95 AS AMENDED: CARRIED

MOTION 608/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:  
The District of Highlands Building Regulation By-Law No. 61, 1995, BE  
GRANTED SECOND READING.

CARRIED

MOTION 609/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
The District of Highlands Building Regulation By-Law No. 61, 1995, BE  
GRANTED THIRD READING.

CARRIED

- d) By-Law No. 62 - District of Highlands Annual Budget Amendment By-Law No. 62, 1995:

MOTION 610/95 MOVED BY COUNCILLOR JOHNSON  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:  
The District of Highlands Annual Budget Amendment By-Law No. 62, 1995,  
BE GRANTED FIRST READING.

CARRIED

MOTION 611/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The District of Highlands Annual Budget Amendment By-Law No. 62, 1995,  
BE GRANTED SECOND READING.

CARRIED

MOTION 612/95 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The District of Highlands Annual Budget Amendment By-Law No. 62, 1995,  
BE GRANTED THIRD READING.

CARRIED

- e) By-Law No. 63 - District of Highlands Capital  
Expenditure Program Amendment By-Law No. 63, 1995:

MOTION 613/95 MOVED BY COUNCILLOR JOHNSON  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The District of Highlands Capital Expenditure Program Amendment By-Law  
No. 63, 1995, BE GRANTED FIRST READING.

CARRIED

MOTION 614/95 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
The District of Highlands Capital Expenditure Program Amendment By-Law  
No. 63, 1995, BE GRANTED SECOND READING.

CARRIED

MOTION 615/95 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:  
The District of Highlands Capital Expenditure Program Amendment By-Law  
No. 63, 1995, BE GRANTED THIRD READING.

CARRIED

## 7. NEW BUSINESS

- a) Municipal Insurance Association of British Columbia Re: 1996  
Renewal:

MOTION 616/95 MOVED BY COUNCILLOR JOY

SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT: The assessment Invoice No. 8300 in the amount of \$7,671.00 representing 1996 renewal of the District' membership in the Municipal Insurance Association of British Columbia, BE APPROVED FOR PAYMENT, as recommended in a report from the Administrator dated December 8th, 1995.

CARRIED

- b) Union of British Columbia Municipalities  
Re: 1996 UBCM Membership Dues:

MOTION 617/95 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:

1996 membership dues of \$620.29 (Invoice No. D-462), BE AUTHORIZED for payment to the Union of British Columbia Municipalities, as recommended in a report from the Administrator dated December 8th, 1995.

CARRIED

#### 8. OTHER BUSINESS

- a) Special Council Meeting Wednesday, December 20th, 1995:

MOTION 618/95 MOVED BY COUNCILLOR JOHNSON

SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:

A Special Council meeting BE HELD on Wednesday, December 20th, 1995 at the Caleb Pike House, 1589 Millstream Road at 5:00 p.m. to accommodate adoption of the following By-Laws:

- By-Law No. 59 - Juan de Fuca Library Building Operating Agreement Authorization By-Law No. 59, 1995;
- By-Law No. 60 - Greater Victoria Public Library Agreement Authorization By-Law No. 60, 1995;
- By-Law No. 61 - District of Highlands Building Regulations By-Law No. 61, 1995;
- By-Law No. 62 - District of Highlands Annual Budget Amendment By-Law No. 62, 1995; AND,
- By-Law No. 63 - District of Highlands Capital Expenditure Program Amendment By-Law No. 63, 1995,

as recommended in a report from the Administrator dated December 5th, 1995.

CARRIED

- b) Fire Protection Advisory Committee:

MOTION 619/95 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

1. Pursuant to the terms of the Letters Patent, the Highlands Fire Protection Advisory Committee BE DISSOLVED effective January 1st, 1996;
2. A Protective Services Advisory Committee BE ESTABLISHED;
3. The following BE APPOINTED to the Protective Services Advisory Committee for terms as indicated:

William Carrilho	1 Year Term Expiring December, 1996
John Craig	1 Year Term Expiring December, 1996
Paul Reynolds	2 Year Term Expiring December, 1997;

AND THAT,

4. Al Lequesne, Fire Chief, District of Langford and Barry Ford, Fire Chief, District of Highlands BE ADVISED that the Highlands Fire Protection Advisory Committee has been dissolved effective January 1st, 1996,

for the reasons as outlined and contained in a report from the Administrator dated December 8th, 1995.

CARRIED

- c) Recycling Coordinator's 1995 Fourth Quarter Summary Report (Highlands):

MOTION 620/95 MOVED BY COUNCILLOR JOHNSON  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The Recycling Coordinator's 1995 Fourth Quarter Summary Report (Highlands), dated December 12th, 1995, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated December 14th, 1995.

CARRIED

- d) Councillor Williams - Leave:

MOTION 621/95 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
Councillor Williams BE GRANTED leave for up to 60 days pursuant to the terms of Section 212(2) of the Municipal Act, as recommended in a report from the Administrator dated December 14th, 1995.

CARRIED

9. ADJOURNMENT

MOTION 622/95 MOVED BY COUNCILLOR JOY

SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The Regular Council meeting held Monday, December 18th, 1995, BE ADJOURNED  
at 9:10 p.m.

CARRIED

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R.G. (Bob) McMinn, Mayor

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Bruce Woodbury, Administrator