

DISTRICT OF HIGHLANDS  
REGULAR COUNCIL MEETING

Minutes of the Regular Council meeting held Monday, April 15th, 1996 at the East Fire Hall, 3613 Woodridge Place at 7:33 p.m.

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

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

1. PETITIONS AND DELEGATIONS

a) Provincial Capital Commission - Greenways Grant Application:

The Honourable Andrew Petter, Minister Responsible for the Provincial Capital Commission was in attendance and presented a letter from the Chair of the Provincial Capital Commission Greenways Grants 1995/96 advising that the District of Highlands grant application to assist with the cost of preparing a master plan for the Greenways network had been approved in the amount of \$27,500.00 (ratified for submission at the Regular Council meeting held October 2nd, 1995 ).

b) Tourism Victoria Re: Overview of Greater Victoria's Performance for 1995 and a Plan to Involve Every Municipality in the Future Development of Tourism in Greater Victoria:

Messrs. Scott, President and Whyte, Chief Executive Officer of Tourism Victoria were in attendance and addressed Council and encouraged the municipality to become partners of Tourism Victoria.

A Member of Council expressed concern due to the lack of inclusion of the District on the map provided by Tourism Victoria and the cost implications to become a partner. The President advised that Tourism Victoria would revisit the categories/fee structure and correspond with Council in the near future subsequent to a decision relative to any amendments to the fee structure to accommodate small municipalities.

AGENDA

MOTION 181/96 MOVED BY COUNCILLOR JOHNSON  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:  
The Agenda BE AMENDED by the ADDITION of the following:

Item 7. d) - Insurance Proposals - Municipal Buildings

CARRIED

## 2. ADOPTION OF THE MINUTES

- a) Minutes of the Regular Council Meeting Held Monday, April 1st, 1996:

MOTION 182/96 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:

The minutes of the Regular Council meeting held Monday, April 1st, 1996, be adopted as circulated.

CARRIED

## 3. BUSINESS ARISING FROM THE MINUTES

Nil

## 4. REPORTS

- a) Committee Reports

- i) Administration and Finance

Councillor Johnson, Interim Liaison advised that the Finance Advisory Committee had been meeting on a weekly basis and that the next meeting was scheduled for Tuesday, April 23rd, 1996 at the West Fire Hall.

- ii) Environment

Councillor Sibley, Chair provided an overview of items currently being considered and which were discussed at the April 2nd, 1996 meeting of the Environment Advisory Committee as follows:

- Water lease applications;
- Storm Sewer By-Law (concerns addressed in the proposed Environmental Protection By-Law); AND,
- Covenants on private property.

- iii) Parks and Recreation

Councillor Joy, Chair advised that the next meeting of the Parks and Recreation Advisory Committee was scheduled for April 24th, 1996.

- Application for Appointment to the Parks and Recreation Advisory Committee from Alan Philip:

MOTION 183/96 MOVED BY COUNCILLOR JOY

SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT: Alan

Phillip BE APPOINTED to the Parks and Recreation Advisory Committee for a two year term expiring December, 1997, subsequent to a letter of request dated April 2nd, 1996.

CARRIED

iv) Protective Services

Councillor Johnson, Chair advised that the next meeting of the Fire Advisory Committee was scheduled for Wednesday, April 24th, 1996 at the West Fire Hall.

Councillor Johnson also noted that she would be attending a meeting at the Willis Point Fire Hall sponsored by the Forest Service related to Wildland Urban Interface. Councillor Johnson further noted that a mutual aid agreement with Willis Point would likely be discussed.

Mayor McMinn noted that information and an announcement regarding transfer of the West Fire Hall to the District of Highlands was forthcoming in the very near future.

v) Transportation and Public Works

Councillor Roessingh, Chair advised that the next Roads Advisory Committee would be held on Thursday, April 18th, 1996.

Councillor Roessingh also noted that the Municipal Hall Advisory Committee were currently conducting site inspections.

Councillor Roessingh advised that the Planning Committee for the Western Communities Branch of the Greater Victoria Public Library had narrowed the proposed location for a library to two locations at the Juan de Fuca Recreation Centre, noting that information relative to the sites would be provided in the near future with public comment invited.

vi) Planning and Zoning

Councillor Vogel, Chair advised that he had no report at this time.

b) Mayor's Report

Mayor McMinn provided an overview of events he had attended in the last two weeks.

5. CORRESPONDENCE

a) Letter from Child Find British Columbia

Re: Request to Canvass Door-to-Door Selling Christmas Cards:

MOTION 184/96 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

Child Find British Columbia BE GRANTED PERMISSION to canvass door-to-door in the District of Highlands to sell Christmas Cards from May 27th to December 16th, 1996 (approximately), as requested in a letter from the Executive Secretary received March 29th, 1996 and as recommended in a report from the Administrator dated April

10th, 1996.

CARRIED

b) Letter from the Chairman of the Board, Capital Regional District  
Re: Radio Communications Systems in CRD Municipalities - Status  
Report:

MOTION 185/96 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:  
Staff RESPOND to the letter from the Chairman of the Board, Capital  
Regional District dated March 20th, 1996 regarding Radio  
Communications Systems in CRD Municipalities - Status Report, AND  
ADVISE that:

1. the District of Highlands radio inventory includes the  
following:

- 6 Motorola Portable Radios;
- 2 G.E. Portable Radios Operating on Ch. 1 VHF 156.030 MHz  
and Ch. 2 VHF 155.175 MHz;
- 5 Mobile Radios (One in each fire apparatus and two base  
radios, one at each hall operating on the same  
frequencies);

as outlined in a report from John Craig dated April 9th, 1996, AND  
THAT,

2. Barry Ford, Fire Chief BE DESIGNATED as the contact person to  
respond to further queries and discussions related to the  
matter.

as recommended in a report from the Administrator dated April 10th,  
1996.

CARRIED

c) Letter from the Joe Bartleman, Council Member for  
the Tsartlip Band Re: Hunting Regulations:

MOTION 186/96 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:  
Staff, on Council's behalf, respond to the letter dated March 27th,  
1996 from the Council Members for the Tsartlip Band (addressed to  
the Minister of Environment), regarding Hunting Regulations in the  
District of Highlands, AND ADVISE of Council's concerns relative  
to safety issues, including examples which generated the request  
to prohibit bow hunting in the District of Highlands, as  
recommended in a report from the Administrator dated April 10th,  
1996.

Councillor Joy agreed to provide a copy of the aforementioned letter  
to the Technical Advisory Committee on Native Negotiations.

CARRIED

- d) Letter from the Minister of Municipal Affairs  
Re: 1996 Municipal General Grant and Municipal Basic Grant:

MOTION 187/96 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The letter dated April 9th, 1996 from the Minister of Municipal Affairs regarding the estimated 1996 Municipal General Grant of \$61,356.00 and a Municipal Basic Grant of \$61,728.00, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated April 10th, 1996.

CARRIED

6. BY-LAWS

Nil

7. NEW BUSINESS

- a) Request for Frontage Exemption  
APPLICANT: Mara G. Dhillon  
LOCATION: Lot 1, Plan 31697, Section 40,  
Highland District - 3813 Munn Road:

MOTION 188/96 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The proposed Remainder of Lot 1, BE EXEMPTED from the frontage requirement in the proposed subdivision of Lot 1, Section 40, Highland District, Plan 31697 - 3813 Munn Road, as recommended in a report from the Planning Technician dated April 10th, 1996.

CARRIED

- b) Environment Youth Team:

MOTION 189/96 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:

The Administrator BE AUTHORIZED to prepare an application to the Ministry of Environment, Lands and Parks' Environment Youth Team 1996/97 (BC E-Team) Program for three people for 16 weeks employment at a cost of \$36,000.00 (\$12,000.00 each), TO PREPARE a detailed environment inventory and mapping, as recommended in a report from the Environment Advisory Committee dated December 14th, 1995 and as recommended in a report from the Administrator dated April 10th, 1996.

CARRIED

- c) Request for an Amendment to Conservation  
Covenant EJ134254  
APPLICANT: Neville Winchester and Nancy Prockiw  
LOCATION: Lot 8, District Lots 58 and 59A, Section 62,

Plan VIP62473 - 215 Old Mossy Road:

MOTION 190/96 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR SIBLEY AND RESOLVED THAT:

The Mayor and the Administrator BE AUTHORIZED to sign an amendment to Conservation Covenant EJ134254 on Lot 8, Section 62, and of District Lots 58 and 59A, Plan VIP62473 in accordance with the request from Neville Winchester and Nancy Prockiw dated April 5th, 1996, as recommended in a report from the Planning Technician dated April 11th, 1996.

CARRIED

d) Insurance Proposals - Municipal Buildings:

MOTION 191/96 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:

The quotation to insure the following municipal buildings and/or contents from McTavish Insurance Agencies Ltd. dated March, 1996, at an annual premium of \$1,950.00, BE APPROVED:

- West Fire Hall - 1564 Millstream Road (contents);
- Municipal Offices - 1564 Millstream Road (contents and buildings);
- Caleb Pike Homestead - 1589 Millstream Road (Caleb Pike House/Outbuildings and Caretakers dwelling); AND,
- East Fire Hall - 3613 Woodridge Place (contents and buildings),

as recommended in a report from the Administrator dated April 15th, 1996.

CARRIED

8. OTHER BUSINESS

a) Highlands Bulletin Board System (BBS)  
Status Report and Quarterly Invoice:

MOTION 192/96 MOVED BY COUNCILLOR JOY  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The Highlands Bulletin Board System (BBS) Status Report dated April 4th, 1996, BE RECEIVED FOR INFORMATIONAL PURPOSES, AND THAT the Quarterly Invoice for the period January 1st to March 31st, 1996 in the amount of \$600.00 BE APPROVED for payment, as recommended in a report from the Administrator dated April 9th, 1996.

CARRIED

b) Municipal Recycling Coordinator  
1996 First Quarter Summary Report:

MOTION 193/96 MOVED BY COUNCILLOR ROESSINGH  
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The Municipal Recycling Coordinator's 1996 Quarter Summary Report dated April 1st, 1996, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated April 9th, 1996.

CARRIED

9. ADJOURNMENT

MOTION 194/96 MOVED BY COUNCILLOR JOY

SECONDED BY COUNCILLOR ROESSINGH AND RESOLVED THAT:

The Regular Council meeting held Monday, April 15th, 1996, BE ADJOURNED at 9:04 p.m.

CARRIED

---

R.G. (Bob) McMinn, Mayor

Bruce Woodbury, Administrator