

DISTRICT OF HIGHLANDS
INAUGURAL COUNCIL MEETING

Minutes of the Inaugural Council meeting held Monday, December 2nd, 1996 at the Caleb Pike House, 1589 Millstream Road at 7:35 p.m.

PRESENT: Mayor R.G. (Bob) McMinn, Chair
Councillor Cardinal
Councillor Johnson
Councillor Robertson
Councillor Taylor
Councillor Vogel
Councillor Yolland

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

1. Oaths of Office:

Bruce Woodbury, Municipal Clerk administered the oaths of office to the Council-Elect who then assumed their chairs of office.

2. Mayor's Inaugural Address:

Mayor McMinn read his Inaugural Address which is attached hereto and forming part of the minutes.

3. Mayor's Appointments - Council Liaison to Advisory Committees:

Mayor McMinn appointed Members of Council as liaisons to Advisory Committees as follows:

Councillor Cardinal Parks and Recreation Advisory Committee

Councillor Johnson Protective Services Advisory Committee

Councillor Robertson Administration and Finance Advisory Committee including a Communications Advisory Sub-Committee

Councillor Taylor Roads and Transportation Advisory Committee
Library Services Advisory Sub-Committee Municipal Hall Advisory Committee

Councillor Vogel Environment Advisory Committee

Councillor Yolland Advisory Planning Commission
Official Community Plan Steering Committee
Trails Sub-Committee jointly with Roads and Parks and Recreation Advisory Committees.

4. Appointment of Acting Mayor:

MOTION 547/96 MOVED BY COUNCILLOR JOHNSON

SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The following Council Members BE APPOINTED as Acting Mayor for the periods shown:

December 1996 Councillor Johnson
January 1997 Councillor Vogel
February 1997 Councillor Cardinal
March 1997 Councillor Robertson
April 1997 Councillor Taylor
May 1997 Councillor Yolland
June 1997 Councillor Johnson
July 1997 Councillor Vogel
August 1997 Councillor Cardinal
September 1997 Councillor Robertson
October 1997 Councillor Taylor
November 1997 Councillor Yolland

as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

5. Appointment of CRD Representative and Alternate:

MOTION 548/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED THAT:
Mayor McMinn BE APPOINTED as the District of Highlands Director on the Board of the Capital Regional District, AND FURTHER THAT Councillor Vogel BE APPOINTED as Alternate Director, as recommended in a report from the Administrator dated November 28th, 1996, subsequent to a letter from the Corporate Secretary, Capital Regional District dated November 26th, 1996.

CARRIED

6. Appointment of Greater Victoria Library Board Resident Representative:

MOTION 549/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:
Colin Scott BE APPOINTED as the District of Highlands' resident representative on the Greater Victoria Library Board for a further one year term expiring December, 1997, as recommended in a report from the Administrator dated November 21st, 1996.

CARRIED

7. Re-Appointment of Auditor:

The Administrator noted that the recommendation would be amended since he had been notified that the firm of Ernst & Young had amalgamated with KPMG Peat Marwick Thorne.

MOTION 550/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED THAT:
The firm of KPMG Peat Marwick Thorne BE APPOINTED as the Auditors for the District of Highlands, as recommended in a report from the Administrator dated November 28th, 1996.

Discussion ensued relative to tendering for audit services and the Administrator advised that audit services should be provided by a firm with experience in municipal finance.

DEFEATED

MOTION 551/96 MOVED BY COUNCILLOR TAYLOR
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The Administrator BE DIRECTED TO CALL FOR TENDERS for audit services subsequent to checking with other municipalities to ascertain which companies provide audit services for their municipality.

CARRIED

8. Re-Appointment of Bank:

MOTION 552/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED THAT:

The Royal Bank BE REAPPOINTED as the Bankers for the District of Highlands, as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

9. Appointment of Bank Signing Authority:

MOTION 553/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The signing authority at the Royal Bank BE AMENDED to remove Kevin Williams and add Councillor Colleen Robertson, as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

10. 1997 Provisional Budget:

MOTION 554/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:

The proposed 1997 Provisional Budget BE REFERRED to the Administration and Finance Advisory Committee for review and a recommendation to be submitted at the January 20th, 1997 Regular Council meeting, as recommended in a report from the Administrator dated November 28th, 1996.

It was noted that the next meeting of the Finance Advisory Committee would be held on Monday, January 13th, 1997 at the Pike House at 7:30 p.m.

CARRIED

THE INAUGURAL COUNCIL MEETING ADJOURNED TO THE REGULAR
COUNCIL MEETING AT 8:25 P.M.

REGULAR COUNCIL MEETING

AGENDA

MOTION 555/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The Agenda BE AMENDED and that item 8. a) OCP and Rezoning Application RZ-01-96 Applicant: Rose Nicoll 2010 Millstream Road BE MOVED TO the Petitions and Delegations section of the agenda as item 1. b).

CARRIED

1. PETITIONS AND DELEGATIONS

a) Lynda Middlestead - Communication with Public:

Lynda Middlestead was in attendance and addressed Council in support of the proposal to provide more information to the public regarding Council and Advisory committee agendas through the use of volunteers.

Ms. Middlestead outlined the costs to provide a system through BC Tel which would provide four options as follows:

Press 1 for time and place of Council meeting;
Press 2 for brief description of Council Agenda;
Press 3 for times and places of committee meetings;
Press 4 for a brief description of committee agendas.

It was noted that the system was capable of providing statistics relative to the number of calls made to access information and that the costs to provide the system which would not be available until January 7th, 1997 would be:

\$51.95 per month (\$37.00 for an additional phone line plus \$14.95 for service); and,
a \$60.00 one time charge to bring the line in.

Discussion ensued relative to the pros and cons of the suggestion.

MOTION 556/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED THAT:

The District of Highlands CONTRACT with BC Tel for an information line to provide information to the public regarding Council and Committee meetings and agendas on a six (6) month trial basis, AND THAT a report be provided for consideration at a Regular Council meeting at the end of the six month trial period.

CARRIED

Mayor McMinn suggested and Councillor Robertson agreed to contact Ms. Middlestead to discuss participation on the Communications Advisory Sub-Committee.

Councillor Robertson left the Council Chamber at 8:50 p.m. due to a perceived conflict of interest generated out of her previous interest in the subject property.

b) OCP and Rezoning Application RZ-01-96
Applicant Rose Nicoll 2010 Millstream Road:

Rose Nicoll was in attendance and addressed Council in support of her request to defer a decision on her OCP and rezoning application until the results of the OCP survey are available after which discussions with Council and Advisory Committees could be held to refine the application.

Discussion ensued relative to the request.

Carol Lester, Chair of the Advisory Planning Commission was in attendance and advised that the Commission had spent a lot of time discussing the application at the last meeting and felt that under the circumstances it may be a complete waste of time for both the APC and the applicants due to the danger of misguided perceptions.

Ms. Nicoll advised that in her opinion, there could be more fine tuning if discussed with Advisory Committees, noting the value in the Parks and Recreation Committee members walking the property and discussing the potential for park land. Ms. Nicoll noted that her rezoning application related to 15 acres out of the 106 acres and that her request would not involve any time from the OCP Steering committee nor staff since there were no by-laws to be amended yet.

Marcie McLean was in attendance and addressed Council in support of Ms. Nicoll's request noting the value of walking the land to survey the potential before any decisions are made plus the value of going over the area in the wet season.

A Member of Council noted that there should be no inference of a commitment if Advisory Committee members walked the property.

MOTION 557/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

Rezoning Application RZ-01-96 - Applicant: Rose Nicoll - Location: 2010 Millstream Road, BE REFERRED to all Advisory Committees for preliminary review of the proposal.

CARRIED

Councillor Robertson entered the Council Chamber at 9:15 p.m. and assumed her seat on Council.

2. ADOPTION OF THE MINUTES

- a) Minutes of the Regular Council Meeting Held
Monday, November 18th, 1996:

MOTION 558/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED THAT:

The minutes of the Regular Council meeting held Monday, November 18th, 1996, be adopted as circulated.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- a) WFP North Phase III - Naming of Municipal Park:

MOTION 559/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The recommendation from the Parks and Recreation Advisory Committee

dated November 27th, 1996 to name the municipal park area in the Western Forest Products (North) Phase III lands as Hazlitt Creek Park BE ACCEPTED but that the actual naming of the park BE DEFERRED until such time as the subdivision plan is registered, as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

- b) Highland Heritage Park Society Re: Amended 1996 Master Plan:

MOTION 560/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED THAT:

Pursuant to the terms of Section 6. of the Property agreement between the District of Highlands and the Highland Heritage Park Society, the 1996 Amended Master Plan BE APPROVED, as recommended in a report from the Administrator dated November 28th, 1996, subsequent to a report from the Parks and Recreation Advisory Committee dated November 27th, 1996.

CARRIED

- c) Highland Heritage Park Society Re: Agreement and 1997 Master Plan:

MOTION 561/96 MOVED BY COUNCILLOR YOLLAND
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:

Staff BE DIRECTED TO PREPARE amendments to the proposed replacement agreement between the District of Highlands and the Highland Heritage Park Society to reflect the comments contained in the report from the Parks and Recreation Advisory Committee dated November 27th, 1996, AND FURTHER THAT, the proposed amendments BE REFERRED to the Highland Heritage Park Society, as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

4. REPORTS

- a) Committee Reports

- i) Administration and Finance

- Statement of Revenue and Expense to November 26, 1996:

MOTION 562/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED THAT: The statement of revenue and expenses to November 26th, 1996, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

- ii) Environment

Nil

- iii) Parks and Recreation

Nil

iv) Protective Services

Councillor Johnson provided an overview of the presentation at the last meeting of the Protective Services Advisory Committee regarding packet radios for emergencies from BC Tel Pioneers.

v) Transportation and Public Works

Nil

vi) Planning and Zoning

- Advisory Planning Commission Re: Minutes of the Meeting Held November 20, 1996:

MOTION 563/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT: The Minutes of the Advisory Planning Commission meeting held November 20th, 1996, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Planning Technician dated November 25th, 1996.

CARRIED

Councillor Yolland advised that OCP Open Houses were scheduled for December 7th, 1996 at the Caleb Pike House from 11:00 a.m. until 4:00 p.m. and December 8th, 1996 at the East Highlands Fire Hall from 1:00 p.m. to 4:00 p.m.

b) Mayor's Report

Nil

5. CORRESPONDENCE

a) Letter of Response from the Minister of Environment,
Lands and Parks Re: Contaminated Sites Remediation Liability:

MOTION 564/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED THAT:
The letter of response dated November 6th, 1996 from the Minister of Environment, Lands and Parks, (generated at the Regular Council meetings held October 7th, 1996 and November 4th, 1996), pertaining to the City of New Westminster's concerns regarding contaminated sites remediation liability, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated November 22nd, 1996.

CARRIED

b) Letter from the City of Revelstoke
Re: Concern Regarding Cutting of Downtown Revitalization Program:

MOTION 565/96 MOVED BY COUNCILLOR TAYLOR
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED THAT:
That the letter dated November 19th, 1996 from the Mayor, City of Revelstoke expressing concern relative to the cutting of funding for the Downtown Revitalization Program, BE RECEIVED FOR INFORMATIONAL PURPOSES, as

recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

- c) Letter from the City of Langley
Re: Concern Regarding Cutting of Downtown
Revitalization Program and Building Facade Grants:

MOTION 566/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:
The letter dated November 21st, 1996 from the Assistant City Clerk,
City of Langley expressing concern relative to the cancellation of funding for
the Downtown Revitalization Program and Building Facade Grants, BE RECEIVED
FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator
dated November 28th, 1996.

CARRIED

- d) Letter from the Co-Chair, Community Advocates for Charitable Gaming
Re: Request for Letter of Endorsement:

MOTION 567/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:
The letter dated November 21st, 1996 from the Co-Chair, Community
Advocates for Charitable Gaming requesting a letter of endorsement, BE
RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the
Administrator dated November 28th, 1996.

CARRIED

- e) Letter from Michael Carson
Re: Concerns with Municipal Election Voting Procedures:

MOTION 568/96 MOVED BY COUNCILLOR YOLLAND
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:
The letter from Michael Carson dated November 19th, 1996 expressing
concern with the 1996 Municipal Election Voting Procedure and the lack of
requirement for producing identification prior to voting BE REFERRED to the
Chief Election Officer for consideration in advance of the next municipal
voting opportunity, as recommended in a report from the Administrator dated
November 28th, 1996.

CARRIED

- f) Letter from the Honourable Dan Miller, Minister of Municipal Affairs
Re: Highlands 1997 Revenue Sharing Grant:

MOTION 569/96 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED THAT:
The letter dated November 26th, 1996 from the Minister of Municipal
Affairs providing a statement of estimated transfer affecting the District of
Highlands for 1997, indicating a transfer amount of \$123,100.00, BE RECEIVED
FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator
dated November 28th, 1996.

CARRIED

6. BY-LAWS

- a) By-Law No. 82 - Officers Amendment By-Law No. 82, 1996:

MOTION 570/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED THAT:
TABLED MOTION 523/96 BE LIFTED FROM THE TABLE, as recommended in a
report from the Administrator dated November 22nd, 1996.

CARRIED

LIFTED MOTION RESTATED FOR INFORMATIONAL PURPOSES:

MOTION 523/96 MOVED BY COUNCILLOR ROESSINGH
SECONDED BY COUNCILLOR JOY AND RESOLVED THAT:
Officers Amendment By-Law No. 82, 1996, BE ADOPTED.

CARRIED

7. NEW BUSINESS

- a) Elected Officials Orientation:

MOTION 571/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:
Gordon McIntosh, Consultant BE RETAINED TO CONDUCT AN ELECTED OFFICIALS
ORIENTATION on January 17th (Friday evening), and 18th, 1997, at a fee of
\$1,500.00, as recommended in a report from the Administrator dated November
22nd, 1996.

CARRIED

- b) Greater Victoria Public Library Re: 1997 Provisional Budget:

MOTION 572/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED THAT:
The letter from the Chairman, Greater Victoria Public Library Board
dated November 26th, 1996, and the enclosed 1997 Provisional Budget for the
Juan de Fuca Branch, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in
a report from the Administrator dated November 28th, 1996.

CARRIED

MOTION 573/96 MOVED BY COUNCILLOR TAYLOR
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:
The letter from the Chairman, Greater Victoria Public Library dated
November 26th, 1996 and the enclosed 1997 Provisional Budget for the Juan de
Fuca Branch, BE REFERRED to the Library Advisory Committee for discussion and
a report for consideration at a Regular Council meeting in the near future.

CARRIED

- c) CRD Bylaw Enforcement
Re: Quarterly Bylaw Enforcement/Animal Control Report:

MOTION 574/96 MOVED BY COUNCILLOR JOHNSON

SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The quarterly report from CRD By-Law Enforcement (received November 22nd, 1996), for the months of July, August and September, 1996 BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

- d) Municipal Recycling Coordinator
Report of the CRD Meeting Held November 18th, 1996:

MOTION 575/96 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED THAT:

The report dated November 19th, 1996 from the Municipal Recycling Coordinator pertaining to the CRD meeting held November 18th, 1996, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated November 22nd, 1996.

CARRIED

- e) 1996 General Local Election
Re: Report of Results from the Chief Election Officer:

MOTION 576/96 MOVED BY COUNCILLOR YOLLAND
SECONDED BY COUNCILLOR JOHNSON AND RESOLVED THAT:

The Chief Election Officers' declaration and results of the 1996 General Local Election BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Administrator dated November 28th, 1996.

CARRIED

8. OTHER BUSINESS

- a) OCP and Rezoning Application RZ-01-96
Applicant Rose Nicoll 2010 Millstream Road:

See recording of the above under item 1. b) of the Petitions and Delegations section of the agenda.

9. ADJOURNMENT

MOTION 577/96 MOVED BY COUNCILLOR JOHNSON
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

The Regular Council meeting held Monday, December 2nd, 1996, BE ADJOURNED at 10:15 p.m.

CARRIED

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