

DISTRICT OF HIGHLANDS
REGULAR COUNCIL MEETING

Minutes of the Regular Council meeting held Monday, May 3rd, 1999 at the East Fire Hall, 3613 Woodridge Place at 7:35 p.m.

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

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

AGENDA

MOTION 241/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:
The AGENDA BE AMENDED BY THE ADDITION OF THE FOLLOWING
ITEMS:

Item 1. c) - Letter from Patty Shepherd Addressed to Parents of Highlands' Children Re: School District No. 62 (Sooke) and Plans to Send Kindergarten Children to Millstream Elementary School Rather than Lakewood Elementary School;

Item 1. d) - Letter from Marcie McLean Re: Bicycle Racing Within the District of Highlands; AND,

Item 7. bb) - Letter from Michael Carson Re: Concerns Due to the Increase in Garbage Being Dumped Along Ross-Durrance Road Between Willis Point Road and Pease Lake Including Suggestions for Pick Up,

AND THAT the Agenda AS AMENDED BE APPROVED.

CARRIED

1. PETITIONS AND DELEGATIONS

a) Capital Regional District Parks Re: Draft Master Plan:

Lloyd Rushton, Administrator, CRD Parks, Mayor John Ranns, District of Metchosin and Chair of the CRD Parks Committee and Joanne Kafarowski, member of the Public Advisory Group were in attendance.

Mayor John Ranns addressed Council and advised that a lot of public input had been sought relative to the Draft Master Plan and stressed the importance of Council's input into the plan.

Mayor Ranns introduced Lloyd Rushton, CRD Parks Administrator who

provided a slide presentation of the Draft Master Plan (as outlined in the document entitled "Draft Master Plan", December 1998) which included the following:

- What is the CRD Parks Master Plan;
- Proposed Purpose of Regional Parks;
- Proposed Purpose of Regional Trails;
- Proposed Regional Parks and Trails System;
- Managing Regional Parks and Trails;
- Implementation of the Master Plan including six Strategic Directions.

Joanna Kafarowski, member of the Public Advisory Group addressed Council and advised that a critical element of the plan was the establishment of a land acquisition fund which had been unanimously endorsed subsequent to public input in support of increased taxation for Parks/Trails etc.

Ms. Kafarowski encouraged Council to support the Draft Master Plan and the establishment of a land acquisition fund.

Mayor Ranns noted that previous funding (\$4.3 Million) had been depleted, that debt charges would not be paid off for another ten years and that the proposed funding arrangements for the future would not include debt charges. He further noted the importance of Parks for the eco-generation, and that the parks and trails facilities in the region generated tourism dollars.

Mayor Ranns and Mr. Rushton responded to queries of Council and it was noted that a property tax increase of \$2.00 per household in 1999 had been approved to generate funds for the program.

Recommendation From the Parks and
Recreation Advisory Committee Re: CRD Parks Master Plan:

MOTION 242/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:
Council SUBMIT THE FOLLOWING COMMENTS in response to
the CRD Parks proposed Master Plan:

1. That CRD Parks BE REQUESTED to investigate the feasibility of providing a regional trail connector between the East Highlands area and Saanich;
2. That CRD Parks INVESTIGATE the need for an alternative, north-south trail route around and parallel to Mount Work;
3. That CRD Parks BE ENCOURAGED to establish a parking area for park users in the composting area for park users in the composting area of Willis Point Road; AND THAT,
4. CRD Parks BE ENCOURAGED to take a strong interest in the potential for a regional trail route across the Western Forest Products South lands,

as recommended in the minutes of the Parks and Recreation Advisory Committee meeting held April 12th, 1999, subsequent to a letter from the Chair, CRD Parks Committee dated April 2nd,

1999.

Discussion ensued and it was noted that the rationale for each of the above-noted recommendations was required.

MOTION 243/99 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: MOTION 242/99 BE DEFERRED for consideration at the Regular Council meeting scheduled for May 17th, 1999 to allow the Parks and Recreation Advisory the time required to refine the recommendations.

CARRIED

- b) Letter from J.E. Anderson and Associates
RE: Rezoning Application RZ-06-98:
APPLICANT: Western Forest Products Ltd.
LOCATION: Highlands South:

Danny Carrier and Bob Flitton were in attendance.
Mr. Carrier provided an overview of the amended application

Discussion ensued and Mr. Carrier and Mr. Flitton responded to queries of Council and the public.

MOTION 244/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: The amended rezoning application RZ-06-98 from J.E. Anderson and Associates on behalf of Western Forest Products Highlands South dated April 20th and 28th, 1999 BE REFERRED TO ALL ADVISORY COMMITTEES FOR REVIEW AND RECOMMENDATIONS for submission to the Advisory Planning Commission as soon as possible (next Commission meeting June 2nd, 1999), with subsequent recommendations from the Commission presented for consideration at the REGULAR COUNCIL MEETING SCHEDULED FOR JUNE 7TH, 1999, subsequent to a report from the Deputy Clerk dated April 29th, 1999.

CARRIED

- c) Letter from Patty Shepherd Addressed to Parents of Highlands' Children Re: School District No. 62 (Sooke) and Plans to Send Kindergarten Children to Millstream Elementary School Rather than Lakewood Elementary School:

Patty Shepherd was in attendance and provided an overview of concerns related to School District No. 62 (Sooke) plans to send Kindergarten children to Millstream Elementary School rather than Lakewood Elementary School in September, 1999. Ms. Shepherd requested Council support for funding the copying costs of a letter including postal fees for distribution to residents within the Sooke School District catchment area in the District of Highlands.

MOTION 245/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: Patty Shepherd BE OFFERED the use of the District of
Highlands' photocopier to copy letters to mail to residents within
the School District No. 62 (Sooke) boundary in the District of
Highlands to advise of the School District's plans to have
Kindergarten children from the District of Highlands sent to
Millstream Elementary School rather than Lakewood Elementary
School in September, 1999, as recommended in a report from the
Deputy Clerk dated May 3rd, 1999.

CARRIED

- d) Letter from Marcie McLean Re: Bicycle Racing Within the
District of Highlands:

Marcie McLean was in attendance and outlined concerns related to the
bicycle races as outlined in her submission dated May 3rd, 1999.

MOTION 246/99 MOVED BY COUNCILLOR TAYLOR
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: The letter from Marcie McLean dated May 3rd, 1999
outlining concerns related to bicycle races held April 25th, April
28th and May 1st, 1999, BE REFERRED TO STAFF FOR
DISCUSSION WITH RACE ORGANIZERS.

CARRIED

2. ADOPTION OF THE MINUTES

- a) Minutes of the Regular Council Meeting Held April 19th, 1999:

MOTION 247/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: The minutes of the Regular Council meeting held April
19th, 1999, BE ADOPTED AS CIRCULATED.

CARRIED

- b) Committee of the Whole Meeting (Budget) Held April 26th, 1999:

MOTION 248/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: The minutes of the Committee of the Whole meeting
(Budget) held April 26th, 1999, BE ADOPTED AS CIRCULATED.

CARRIED

Committee of the Whole Meeting (Budget) Scheduled for April
29th, 1999:

Since the Committee of the Whole (Budget) meeting scheduled for April

29th, 1999 was cancelled due to the lack of a quorum the need to arrange another meeting was discussed.

It was agreed that a Committee of the Whole Meeting (Budget) would be held on Tuesday, May 4th, 1999 at the Caleb Pike House at 8:00 p.m.

3. BUSINESS ARISING FROM THE MINUTES

Nil

4. REPORTS

a) Committee Reports

i) Administration and Finance

Councillor Robertson advised that the last meeting of the Administration and Finance Advisory Committee had been held on April 26th, 1999 in conjunction with budget discussions at the Committee of the Whole meeting.

Councillor Robertson also noted that further meetings to facilitate discussion of the budget were scheduled for May 4th, 10th and 12th, 1999.

- Administration and Finance Advisory
Committee Re: Lynda Middlestead:

MOTION 249/99 MOVED BY COUNCILLOR
ROBERTSON SECONDED BY COUNCILLOR
YOLLAND AND RESOLVED THAT: Lynda
Middlestead BE REMOVED from the Administration
and Finance Advisory Committee effective
immediately since she has moved from the District of
Highlands, as recommended in a report from the
Deputy Clerk dated April 26th, 1999.

CARRIED

ii) Environment

Councillor Vogel advised that the Environment Advisory
Committee's next meeting was scheduled for Thursday, May 6th,
1999.

iii) Parks and Recreation

Councillor Cardinal advised that the Parks and Recreation Advisory Committee had not met since the last Council meeting but were scheduled to meet on Monday, May 10th, 1999.

Councillor Cardinal advised that further work on Twinflower Park was scheduled for Saturday, May 8th, 1999 with 15 or so dump trucks hauling from Frank Wille's property. He further noted that he would arrange for coffee and a catered lunch for volunteers (truck drivers) at the West Fire Hall.

Councillor Cardinal further advised that equipment from the playground area would be dismantled on Friday, May 7th, 1999 (4:30 - 5:00 p.m.) and that any volunteers were welcome to assist.

iv) Protective Services

- Protective Services Advisory Committee
Re: Minutes of the Meeting Held April 26th, 1999:

MOTION 250/99 MOVED BY COUNCILLOR YOLLAND
SECONDED BY COUNCILLOR ROBERTSON AND
RESOLVED THAT: The minutes of the Protective
Services Advisory Committee meeting held April
26th, 1999, BE RECEIVED FOR INFORMATIONAL
PURPOSES, as recommended in a report from the
Deputy Clerk dated April 28th, 1999.

CARRIED

The Administrator noted that he would be attending the next Protective Services Advisory Committee meeting and would be clarifying concerns related to some of the statements in the above-noted minutes including the recommendation related to gate locks.

- Protective Services Advisory Committee
Re: Gate Locks:

The recommendation for Council's approval to purchase gate locks contained in a report dated April 27th, 1999 from the Protective Services Advisory Committee was deferred for consideration subsequent to the Administrator discussing the matter with the committee at its next meeting.

v) Transportation and Public Works

Councillor Taylor advised that the Roads Advisory Committee's next meeting was scheduled for Thursday, May 20th, 1999 at 7:30 p.m. at the Caleb Pike House.

vi) Planning and Zoning

Councillor Yolland advised that the Advisory Planning

Commission were awaiting information from the Environment Advisory Committee regarding the Kingco rezoning application subsequent to the recent receipt of the Environmental Study.

b) Mayor's Report

Mayor McMinn advised that the investment of \$200.00 to re-register the Highland Parks and Recreation Association under the Society's Act had been successful since the organization has had a \$400.00 grant application approved.

5. CORRESPONDENCE

a) Letter from the Assistant Deputy Minister, Corporate Services, Ministry of Municipal Affairs Re: 1999 Local Government Grants:

MOTION 251/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:
The letter dated April 15th, 1999 from the Assistant Deputy Minister, Ministry of Municipal Affairs including a table providing the final grant allocation for the District of Highlands of \$123,084.00 under the Small Community Protection, Traffic Fine Revenue Sharing and Transitional Assistance Programs, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Deputy Clerk dated April 27th, 1999.

CARRIED

b) Letter from the Chair, Intermunicipal Advisory Committee on Disability Issues Re: Chair's Annual Report:

MOTION 252/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: The letter dated April 16th, 1999 from the Chair, Intermunicipal Advisory Committee on Disability Issues containing a copy of the Chair's Annual Report, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Deputy Clerk dated April 27th, 1999.

CARRIED

c) Letter from the City Clerk, City of Port Moody
Re: Resolution - Current Provincial Government:

MOTION 253/99 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: The copy of the letter dated April 15th, 1999 from the City Clerk, City of Port Moody addressed to the Lieutenant-Governor of B.C. expressing the City of Port Moody's extreme displeasure in the current Provincial Government for the reasons outlined and contained therein, BE RECEIVED FOR INFORMATIONAL

PURPOSES, as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- d) Letter from the Chair, CRD Board and Chair of the Victoria Regional Transit Commission Re: Community Energy Planning Workshop - May 18th, 1999:

MOTION 254/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: The letter dated April 14th, 1999 and attachments contained therein from the Chair, Capital Regional District Board and the Chair, Victoria Regional Transit Commission regarding the sponsorship, in conjunction with the BC Energy Aware Committee, of a full day workshop scheduled for May 18th, 1999 on Community Energy Planning, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- e) News Release from the Minister of Municipal Affairs
Re: Small Community Grants Protected Through 2001:

MOTION 255/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED
THAT: The News Release from the Ministry of Municipal Affairs dated April 21st, 1999 entitled "Small Community Grants Protected Through 2001" advising that communities with less than 5,000 residents will have their grants protected for the 2000 and 2001 fiscal years, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- f) Letter from Chris Darimont and Dana Hahn Re: Concern Related to the Western Forest Products Highlands South Proposal:

MOTION 256/99 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: The letter dated March 25th, 1999 from Chris Darimont and Dana Hahn in opposition to the Western Forest Products Highlands South development proposal for the reasons as outlined and contained therein, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- g) Letter Addressed to the Minister of Forests from the Mayor, City of Rossland Re: Resolution- Surface Water Licenses:

MOTION 257/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:
The letter dated April 20th, 1999 from the Mayor, City of Rossland

addressed to the Minister of Forests entitled Resolution - Surface Water Licenses, BE RECEIVED FOR INFORMATIONAL PURPOSES, as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- h) Memorandum from the Chair, Highland District Community Association Re: Annual Community Roadside Clean Up Scheduled for Saturday, May 8th, 1999:

MOTION 258/99 MOVED BY COUNCILLOR TAYLOR
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:
The memorandum dated April 28th, 1999 from the Chair, Highland District Community Association (HDCA) advising that the annual community roadside clean up was scheduled for Saturday, May 8th, 1999, BE RECEIVED FOR INFORMATIONAL PURPOSES as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

6. BY-LAWS

- a) Nil

7. NEW BUSINESS

- a) Letter from the Chair, Intermunicipal Advisory Committee on Disability Issues Re: Request for a Letter of Support for Juan de Fuca Parks and Recreation's Application for Funding to Offset the Costs to Ensure Accessibility of the New Swimming Pool:

MOTION 259/99 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED
THAT: STAFF PREPARE A LETTER FOR THE MAYOR'S
SIGNATURE IN SUPPORT of Juan de Fuca Parks and
Recreation's application for funding to offset the costs to ensure that the new swimming pool is accessible, as requested in a letter dated April 16th, 1999 from the Chair, Intermunicipal Advisory Committee on Disability Issues and as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- b) Letter from Eric Herbert Re: Request for Signage Due to an Increase in Garbage Dumping on Ross-Durrance Road Between Willis Point Road and His Residence:

MOTION 260/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:
The letter dated April 16th, 1999 from Eric Herbert requesting the installation of signage on Ross-Durrance Road between his residence and Willis Point Road due to the increase in garbage dumping, BE REFERRED TO THE ROADS ADVISORY COMMITTEE for a recommendation for presentation at the Regular Council meeting scheduled for June 7th, 1999, as

recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- bb) Letter from Michael Carson Re: Concerns Due to the Increase in Garbage Being Dumped Along Ross-Durrance Road Between Willis Point Road and Pease Lake, Including Suggestions for Pick Up:

MOTION 261/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:
The letter dated May 2nd, 1999 from Michael Carson expressing concern due to the increase in garbage being dumped on the roadside along Ross-Durrance Road between Willis Point Road and Pease Lake, including suggestions for pick up, BE REFERRED TO THE ROADS ADVISORY COMMITTEE for a recommendation for presentation at the Regular Council meeting scheduled for June 7th, 1999, as recommended in a report from the Deputy Clerk dated May 3rd, 1999.

CARRIED

- c) 1999 Budget:

Council received the proposed 1999 budget for informational purposes.

- d) Planning Technician Re: Conference Participation:

MOTION 262/99 MOVED BY COUNCILLOR YOLLAND
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: The Planning Technician BE AUTHORIZED to attend the June 1999 (June 7th to 9th, 1999), Canadian Institute of Planners Conference in Montreal, as requested in a report dated April 15th, 1999.

CARRIED

- e) Administrative Assistant Re: Application to the Municipal Administration Training Institute:

MOTION 263/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR VOGEL AND RESOLVED THAT:

1. The registration fee of \$1,400.00 plus GST (includes tuition, meals, accommodation, materials and supplies) for the

Administrative Assistant's attendance at the Municipal Administration Training Institute scheduled for August 15th to 20th, 1999 at the University of Victoria, BE APPROVED; AND THAT,

2. The Mayor BE AUTHORIZED to provide a letter of support for funding assistance through the UBCM Commemorative Scholarship Fund and/or Staples McDannold Stewart Scholarship Fund,

as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

Councillors Robertson and Yolland recorded as opposed.

- f) Memorandum from the Saanich Fire Department Re: Memorandum of Understanding - GVECC AND, Disaster Mutual Aid Agreement:

MOTION 264/99 MOVED BY COUNCILLOR VOGEL
SECONDED BY COUNCILLOR YOLLAND AND RESOLVED
THAT: In response to his memorandum dated March 17th, 1999, the Emergency Program Coordinator, District of Saanich BE ADVISED THAT COUNCIL HAS NO COMMENTS regarding the following changes to:

1. The "draft" Memorandum of Understanding of the Greater Victoria Emergency Coordination Committee BEING AMENDED to include the following:
 - changes to the emergency Program Act;
 - a redefinition of the committee's function; AND,
 - inclusion of jurisdictional changes since 1992 AND,
2. The revisions to the "draft" Disaster Mutual Aid Agreement to incorporate:
 - changes to the Emergency Program Act;
 - the Local Authority Emergency Management Regulation; AND,
 - formalizing the participation of the District of Highlands and the District of Langford,

as recommended in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

8. OTHER BUSINESS

- a) Capital Regional District, Building Inspection Division

Re: Permits Issued in the District of Highlands in March, 1999:

MOTION 265/99 MOVED BY COUNCILLOR ROBERTSON
SECONDED BY COUNCILLOR TAYLOR AND RESOLVED THAT:
The report received April 16th, 1999 from the Capital Regional
District, Building Inspection Division regarding Building
Permits issued in the District of Highlands in March, 1999, BE
RECEIVED FOR INFORMATIONAL PURPOSES, as recommended
in a report from the Deputy Clerk dated April 28th, 1999.

CARRIED

- b) Policy #Section II - 106 Re: Members of Council/Council Liaisons
Interaction with Advisory Committees/Task Forces:

MOTION 266/99 MOVED BY COUNCILLOR YOLLAND
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED
THAT: Policy #Section II - 106 entitled Members of
Council/Council Liaisons Interaction with Advisory
Committees/Task Forces, BE APPROVED WITH THE ADDITION
OF THE WORDS "Advisory Planning Commission" after the words
"Advisory Committees" , subsequent to a report from the Deputy
Clerk dated April 27th, 1999.

CARRIED

9. ADJOURNMENT

MOTION 267/99 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR ROBERTSON AND RESOLVED THAT:
The Regular Council meeting held Monday, May 3rd, 1999, BE
ADJOURNED at 10:38 p.m.

CARRIED

R.G. (Bob) McMinn, Mayor

Bruce Woodbury, Administrator