

DISTRICT OF HIGHLANDS  
INAUGURAL COUNCIL MEETING

Minutes of the Inaugural Council meeting held Monday, December 6, 1999 at the Caleb Pike House, 1589 Millstream Road at 7:30 p.m.

PRESENT: Mayor Karel Roessingh, Chair  
Councillor Cardinal  
Councillor Faris  
Councillor McLellan  
Councillor McPherson  
Councillor Mendum  
Councillor Vogel

IN ATTENDANCE: Bruce Woodbury, Administrator  
Loranne Hilton, Deputy Clerk

Council-Elect was escorted into the Pike House by Corporal Rob Sweetland and Constable Josee Smith of the Western Communities RCMP. Accompanying Council-Elect was Daniel Lapp, who played the fiddle for all in attendance.

1. Oaths of Office

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

2. Mayor's Inaugural Address

Mayor Roessingh gave his Inaugural Address. He expressed the honour he felt to be a spokesperson for the District of Highlands and noted common elements that linked all residents of the municipality. Mayor Roessingh acknowledged the contributions of residents of the Highlands, and spoke of the need for communication and exploration to work towards common goals.

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

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

Councillor Cardinal	Parks and Recreation Advisory Committee
Councillor Faris	Environment Advisory Committee
Councillor McLellan	Protective Services Advisory Committee
Councillor McPherson	Administration and Finance Advisory Committee
Councillor Mendum	Roads and Transportation Advisory Committee
Councillor Vogel	Advisory Planning Commission

4. Appointment of Acting Mayor

MOTION 713/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED  
THAT: The following Council Members BE APPOINTED as Acting Mayor for the periods shown:

December	1999	Councillor Cardinal
January	2000	Councillor Faris
February	2000	Councillor McLellan
March	2000	Councillor McPherson
April	2000	Councillor Mendum
May	2000	Councillor Vogel
June	2000	Councillor Cardinal
July	2000	Councillor Faris
August	2000	Councillor McLellan
September	2000	Councillor McPherson
October	2000	Councillor Mendum
November	2000	Councillor Vogel

CARRIED

5. Appointment of Capital Regional District Representative and Alternate

MOTION 714/99 MOVED BY COUNCILLOR MCPHERSON

SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: Mayor Roessingh 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.

CARRIED

6. Appointment of Greater Victoria Library Board Representative

MOTION 715/99 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR CARDINAL AND RESOLVED

THAT: Councillor Mendum BE APPOINTED as the District of Highlands representative on the Greater Victoria Library Board for a one-year term expiring

December, 2000.

CARRIED

7. Appointment of Bank Signing Authority

MOTION 716/99 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED:

1. That Bruce Woodbury the Treasurer of the District of Highlands

(the "Corporation") be and is hereby authorized for and on behalf of the Corporation to negotiate with, deposit with, or transfer to ROYAL BANK OF CANADA (the "Bank"), for credit to the Corporation's account only all or any cheques and other orders for the payment of money, and for that purpose to endorse the same on behalf of the Corporation either in writing or by rubber stamp.

2. That all cheques of the Corporation be drawn in the name of the Corporation

and be signed on its behalf by Bruce Woodbury, Treasurer/Administrator OR Lorraine Hilton, Deputy Clerk, and signed/countersigned by Karel Roessingh, Mayor, OR Sandy McPherson, Councillor and Liaison to the Finance Committee.

3. That any one of them be and are hereby authorized for and on behalf of the Corporation from time to time to receive from the said Bank a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Bank the Bank's form of verification, settlement of balance and release.

4. That Bruce Woodbury, Treasurer/Administrator OR Lorraine Hilton, Deputy Clerk, together with Karel Roessingh, Mayor OR Sandy McPherson, Councillor and Liaison to the Finance Committee be and are hereby authorized for and on behalf of the Corporation to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefor.

5. That this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Bank at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.

CARRIED  
REGULAR COUNCIL MEETING

1. PETITIONS AND DELEGATIONS

Highlands resident Vicky Husband presented Mayor Roessingh with a fossil paperweight, which was received with appreciation.

AGENDA

MOTION 717/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED  
THAT: The agenda BE AMENDED as follows:

1. By ADDING the following items:

Item 6 e) Bylaw No. 131, Procedure Bylaw (Notice of Meeting) Amendment  
Bylaw No. 131, 1999

Item 7 p) Letter from John and Jill Sarginson  
Re: Millstream Road/Millstream Lake Road Intersection

AND THAT THE AGENDA AS AMENDED BE APPROVED

CARRIED

2. ADOPTION OF THE MINUTES

a) Minutes of the Regular Meeting Held November 15, 1999

MOTION 718/99 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: The minutes of the Regular Council meeting held November 15, 1999  
BE ADOPTED as circulated.

CARRIED

b) Minutes of the Public Hearing Held November 27, 1999

MOTION 719/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED  
THAT: The minutes of the Public Hearing held November 27, 1999 BE  
ADOPTED as circulated.  
CARRIED

c) Minutes of the Special Council Meeting Held November 29, 1999

MOTION 720/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: The minutes of the Special Council meeting held November 29, 1999  
BE ADOPTED as circulated.  
CARRIED

3. BUSINESS ARISING FROM THE MINUTES

4. REPORTS

a) Committee Reports

i) Administration and Finance

Nil

ii) Environment

Nil

iii) Parks and Recreation

Parks and Recreation Advisory Committee  
Re: Minutes of the Meeting Held November 8, 1999

MOTION 721/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED  
THAT: The minutes of the Parks and Recreation Advisory Committee  
meeting held November 8, 1999 BE RECEIVED FOR INFORMATION.

CARRIED

Parks and Recreation Advisory Committee  
Re: Recommendation re Municipal Riding Ring

MOTION 722/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED  
THAT: Mitchell Excavating Ltd. be asked to submit a quote for  
undertaking a study and report on the condition of the riding ring in

Twinflower Park.

CARRIED

Parks and Recreation Advisory Committee

Re: Recommendation re Establishment of a Trails Advisory Committee

MOTION 723/99 MOVED BY COUNCILLOR CARDINAL

SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED

THAT: The recommendation from the Parks and Recreation Advisory Committee regarding the establishment of a Trails Advisory Committee BE DEFERRED for consideration at the regular Council meeting scheduled for January 17, 2000.

CARRIED

iv) Protective Services

Nil

v) Transportation and Public Works

Nil

vi) Planning and Zoning

Nil

b) Mayor's Report

Nil

## 5. CORRESPONDENCE

a) Letter from the Corporation of the Township of Esquimalt

Re: A Study of the Restorative Justice Program

MOTION 724/99 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED

THAT: The letter from the Corporation of the Township of Esquimalt, dated November 18, 1999, regarding its resolution to request that the Capital Regional District initiate a study on the Restorative Justice Program through the Victoria Family Court Committee to ascertain what the cost savings are, BE RECEIVED FOR INFORMATION.

CARRIED

b) Letter from the City of Victoria

Re: The Federation of Canadian Municipalities Resolution and Homeless Action Plan

MOTION 725/99 MOVED BY COUNCILLOR FARIS

SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED

THAT: The letter from the City of Victoria, dated November 18, 1999, regarding the Federation of Canadian Municipalities' Resolution and Homeless Action Plan, BE RECEIVED FOR INFORMATION.

CARRIED

6. BYLAWS

a) Bylaw No. 124 - Highlands Official Community Plan  
Amendment Bylaw No. 124, 1999

APPLICANT: Western Forest Products Ltd.

Bylaw No. 125 - Highlands Zoning Amendment Bylaw No. 125, 1999

APPLICANT: Western Forest Products Ltd.

The Chair noted that further submissions from the public with regards to the Western Forest Products Highlands South proposed development would not be received post public hearing.

There was discussion among Council members regarding the public hearing that was held on November 27, 1999, and varying views and opinions were noted.

MOTION 726/99 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR CARDINAL AND RESOLVED

THAT: Consideration of Bylaw No. 124, Highlands Official Community Plan Amendment Bylaw No. 124, 1999 and Bylaw No. 125, Highlands Zoning Amendment Bylaw No. 125, 1999, BE DEFERRED to the regular Council meeting scheduled for January 17, 2000.

Further discussion ensued regarding the Western Forest Products' proposal, and various courses of action were explored.

CARRIED

b) Bylaw No. 128, Centra Gas Franchise Agreement Bylaw No. 128, 1999

MOTION 727/99 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED

THAT: Motion 602/99, granting second reading of Bylaw No. 128, Centra Gas Franchise Agreement Bylaw No. 128, 1999 BE RESCINDED.

CARRIED

MOTION 728/99 MOVED BY COUNCILLOR FARIS  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: Motion 601/99, granting first reading of Bylaw No. 128, Centra Gas Franchise Agreement Bylaw No. 128, 1999 BE RESCINDED.

CARRIED

MOTION 729/99 MOVED BY COUNCILLOR MENDUM  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED  
THAT: Centra Gas British Columbia Inc. be advised of the results of the referendum held regarding Bylaw No. 128.

CARRIED

c) Bylaw No. 129, Loan Authorization Bylaw No. 129, 1999

MOTION 730/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED  
THAT: Consideration of Bylaw No. 129, Loan Authorization Bylaw No. 129, 1999 BE DEFERRED to a future Council meeting pending the receipt of information from legal counsel.

CARRIED

d) Bylaw No. 130, Provisional Budget By-Law No. 130, 1999

The Administrator provided an overview of the new Municipal Act requirements with respect to provisional budgets, noting that the 2000 Provisional Budget must be adopted by the end of December, 1999.

MOTION 731/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED  
THAT: Bylaw No. 130, Provisional Budget By-Law No. 130, 1999 BE GRANTED FIRST READING.

CARRIED

MOTION 732/99 MOVED BY COUNCILLOR FARIS  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED  
THAT: Bylaw No. 130, Provisional Budget By-Law No. 130, 1999 BE GRANTED SECOND READING.

CARRIED

MOTION 733/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED  
THAT: Bylaw No. 130, Provisional Budget By-Law No. 130, 1999 BE GRANTED THIRD READING.

CARRIED

MOTION 734/99 MOVED BY COUNCILLOR CARDINAL

SECONDED BY COUNCILLOR VOGEL AND RESOLVED  
THAT: Bylaw No. 130, Provisional Budget By-Law No. 130, 1999 BE

REFERRED to the Administration and Finance Advisory Committee for information.

CARRIED

e) Bylaw No. 131, Procedure Bylaw (Notice of Meeting) Amendment Bylaw No. 131, 1999

The Administrator noted that recent changes to the Municipal Act regarding open meetings have resulted in the need for changes to the District of Highlands Procedure Bylaw. Due to the significant number of changes required for Bylaw No. 1, Council Procedure By-Law No. 1, 1993, a new bylaw, Bylaw No. 131, Procedure Bylaw (Notice of Meeting) Amendment Bylaw No. 131, 1999 was written which repeals and replaces it.

MOTION /99 MOVED BY COUNCILLOR CARDINAL

THAT: Consideration of Bylaw No. 131, Procedure Bylaw (Notice of Meeting) Amendment Bylaw No. 131, 1999 BE DEFERRED to a Special Council Meeting to be held prior to the end of 1999.

MOTION failed due to the lack of a seconder.

MOTION 735/99 MOVED BY COUNCILLOR CARDINAL

SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT: Bylaw No. 131, Procedure Bylaw (Notice of Meeting) Amendment Bylaw No. 131, 1999 BE GRANTED FIRST READING.

CARRIED

MOTION 736/99 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED

THAT: Bylaw No. 131, Procedure Bylaw (Notice of Meeting) Amendment Bylaw No. 131, 1999 BE GRANTED SECOND READING.

CARRIED

MOTION 737/99 MOVED BY COUNCILLOR FARIS

SECONDED BY COUNCILLOR MENDUM AND RESOLVED

THAT: Bylaw No. 131, Procedure Bylaw (Notice of Meeting) Amendment Bylaw No. 131, 1999 BE GRANTED THIRD READING.

CARRIED

## 7. NEW BUSINESS

a) Letter from the Hallmark Society

Re: Request for Letter of Support for Federal Funding of Millenium Project

MOTION 738/99 MOVED BY COUNCILLOR CARDINAL

SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT: A letter of support for federal funding of its proposed 2000 photographic inventory millenium project be forwarded to the Hallmark Society.

CARRIED

b) Letter from the Royal Canadian Legion  
Re: Request for Letter of Support for Relocation and Improvement  
of the Western Communities Cenotaph

MOTION 739/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT:

1. A letter of support be forwarded to the Royal Canadian Legion, Prince Edward Branch #91, for its application for the Canadian Millennium Partnership program grant in relationship to the relocation and improvement of the Western Communities Cenotaph; AND
2. That the letter of support indicate that the District of Highlands is unable to provide financial support in this regard.

CARRIED

c) Letter from the Greater Victoria Public Library  
Re: 2000 Provisional Budget

MOTION 740/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED  
THAT: The letter from the Greater Victoria Public Library, dated November 23, 1999, regarding its 2000 Provisional Budget, BE RECEIVED FOR INFORMATION.

CARRIED

d) Letter from the District of Saanich Fire Department  
Re: Disaster Mutual Aid Agreement

MOTION 741/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: The letter from the District of Saanich Fire Department, dated November 18, 1999, regarding a Disaster Mutual Aid Agreement BE REFERRED to the Administrator, the Emergency Coordinator, and the Protective Services Advisory Committee for review and a recommendation to Council.

CARRIED

e) Letter from the Capital Regional District  
Re: Review of the Need for an Integrated Voice/Data Radio Communications System for the Emergency Service Providers in the Capital Region

MOTION 742/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: Further information be requested on the possible extent of potential changes in relation to the letter from the Capital Regional District, dated November 25, 1999, regarding the review of the need for an integrated voice/data radio communications system for the emergency service providers

in the Capital Region.

CARRIED

f) Letter from the Victoria Symphony  
Re: Request for Coordinated Funding for the Arts

MOTION 743/99 MOVED BY COUNCILLOR FARIS  
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED  
THAT: The letter from the Victoria Symphony, dated October 28, 1999,  
requesting coordinated regional funding for the arts BE DEFERRED for  
consideration in conjunction with 2000 budget deliberations.

CARRIED

g) Memorandum from the Administrator  
Re: Chief Election Officer's Report - 1999 General Local Election

MOTION 744/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED  
THAT: The Chief Election Officer's report on the results of the 1999 General  
Local Election BE RECEIVED FOR INFORMATION.

CARRIED

h) Request for Amendment to a Conservation Covenant  
OWNER: John and Gerda Alderson  
LOCATION: Lot 5, Plan VIP63277, Sections 35 & 71

The Administrator provided a review of the events leading up to the request  
for an amendment to the conservation covenant on the Alderson's property,  
Lot 5, Plan VIP63277, Sections 35 & 71.

MOTION 745/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED  
THAT: The Administrator and the Mayor BE AUTHORIZED to sign an  
amendment to the Reference Plan of Conservation Covenant EK47844 on Lot  
5, Plan VIP63277, Sections 35 & 71, Highland District (746 Caleb Pike Road)  
as requested in correspondence from John and Gerda Alderson dated  
November 27, 1999 and as substantially shown on Plan A, SUBJECT TO the  
approval of the same requested amendment from the Nature Conservancy of  
Canada.

CARRIED

i) Kingco Developments Ltd.  
Re: Conservation Covenant

MOTION 746/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED  
THAT: Consideration of a conservation covenant for Kingco Developments  
Ltd. BE DEFERRED to the regular Council meeting scheduled for December  
20, 1999.

CARRIED

j) Memorandum from the Deputy Clerk  
Re: District of Sooke - Incorporation Gift

MOTION 747/99 MOVED BY COUNCILLOR MENDUM  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED  
THAT: The purchase of pottery candy dishes, made by District of Highlands  
resident Muriel Sibley, BE AUTHORIZED as a gift for the newly incorporated  
District of Sooke, at a cost of approximately \$70.00.

CARRIED

k) Letter from Robert Justice  
Re: Millstream Road and Millstream Lake Road Intersection

l) Letter from Kerry and Lynne Joy  
Re: Millstream Lake Road and Munn Road Intersection

o) Memorandum from the Administrator  
Re: Road Construction Projects - Public Consultation/Notification

p) Letter from John and Jill Sarginson  
Re: Millstream Road and Millstream Lake Road Intersection

There was general discussion regarding the public consultation process for  
both the Millstream Road/Millstream Lake Road intersection and the  
Millstream Lake Road/Munn Road intersection. Suggestions were made  
regarding the implementation of a policy for consultation with the residents  
prior to road construction projects being undertaken.

MOTION 748/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR MENDUM AND RESOLVED  
THAT: A Committee of the Whole Meeting be held on Monday, January 10,  
2000 to discuss methods of improving communication with residents  
regarding road improvement projects.  
CARRIED

Further discussion ensued regarding the road construction at the  
Millstream  
Lake Road/Munn Road intersection, and varying views and opinions were  
noted.

MOTION 749/99 MOVED BY COUNCILLOR MENDUM

SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: Councillor Mendum coordinate a meeting between Council, staff and residents for the purpose of looking at the Millstream Lake Road/Munn Road intersection and Millstream Lake Road between Millstream Road and Munn Road.

CARRIED

MOTION 750/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: The Administrator and JBR Highway Consulting Ltd. BE DIRECTED to provide a response to Mr. Justice's concerns regarding the Millstream Road/Millstream Lake Road intersection, as stated in his letter of November 26, 1999.

CARRIED

m) Letter from the Highland Heritage Park Society  
Re: Opening of Handicapped Washroom at the Caleb Pike Homestead

MOTION 751/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR MENDUM AND RESOLVED  
THAT: The letter and accompanying leaflet from the Highland Heritage Park Society, dated November 30, 1999, regarding the opening of the handicapped washroom at the Caleb Pike Homestead BE RECEIVED FOR INFORMATION.

CARRIED

n) Letter from R. G. McMinn  
Re: Donation of Slabwood from Milling Materials for Municipal Office

MOTION 752/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED  
THAT: The donation of slabwood from the "Millstream Meadows" site (from the milling of materials for the new municipal office) to Life Cycles, as requested in a letter from R. G. McMinn, dated November 30, 1999, BE AUTHORIZED.

CARRIED

## 8. OTHER BUSINESS

a) Memorandum from the Administrator  
Re: 1617 Millstream Road (Schuttinga Corner)

MOTION 753/99 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED  
THAT: Authorization BE GRANTED for the installation of a soil berm on the west side of Millstream Road near Schuttinga's property at 1617 Millstream Road.

CARRIED

## 9. ADJOURNMENT

MOTION 754/99 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED  
THAT: The Regular Council meeting held Monday, December 6, 1999, BE  
ADJOURNED at 9:52 p.m.

CARRIED

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Karel Roessingh, Mayor  
District of Highlands - Inaugural Council Meeting  
Monday, December 6, 1999

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Bruce Woodbury, Administrator

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