

DISTRICT OF HIGHLANDS  
REGULAR COUNCIL MEETING

Minutes of the Regular Council meeting held Monday, November 5, 2001 at the East Highlands Firehall, 3613 Woodridge Place at 7:30 p.m.

PRESENT: Mayor Roessingh, Chair  
Councillor Faris  
Councillor McLellan  
Councillor McPherson  
Councillor Vogel

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

AGENDA

MOTION 554/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: The Agenda BE AMENDED as follows:

1. By ADDING the following items:

Item 1 b) Development Variance Permit Application DVP-11-01  
APPLICANT/OWNER: Peter Quackenbush  
LOCATION: 1985 Millstream Road

Item 3 b) Memorandum from Councillor McPherson  
Re: Planning Association of South Highlands

AND THAT THE AGENDA AS AMENDED BE APPROVED.

CARRIED

1. PETITIONS AND DELEGATIONS

a) Development Variance Permit Application DVP-11-01  
APPLICANT/OWNER: Rob Flitton/Frank and Michelle Hiebert  
LOCATION: 645 Stewart Mountain Road

MOTION 555/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED  
THAT: Development Variance Permit Application DVP-11-01 BE  
DENIED.

There was discussion regarding the effect of the requested variances on the viewscape and adjacent properties.

Mr. Flitton arrived at 7:36 p.m.  
CARRIED

b) Development Variance Permit Application DVP-12-01  
APPLICANT/OWNER: Peter Quackenbush  
LOCATION: 1985 Millstream Road

Mr. Quackenbush was in attendance in support of his application, and

noted that the carport for which the variance is requested had already been partially built before he became aware that a variance was required.

MOTION 556/01 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: Public notification BE ISSUED for Development Variance Permit DVP-12-01 on Lot 1, Plan VIP60675, Section 5, Highland District that would vary Zoning Bylaw 100 in Section 7.3.3(3) by requiring that no building or structure shall be sited within 3.5 metres from a front lot line for that part of the building shown as "new carport" and "carport" on Site Plan A.

CARRIED

2. ADOPTION OF THE MINUTES

a) Minutes of the Regular Council Meeting held October 15, 2001

MOTION 557/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED

THAT: The minutes of the Regular Council meeting held October 15, 2001 BE ADOPTED as circulated.

CARRIED

b) Minutes of the Committee of the Whole Meeting held October 29, 2001

MOTION 558/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The minutes of the Committee of the Whole meeting held October 29, 2001 BE ADOPTED as circulated.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

a) Letter from Qu'West Consulting Services  
Re: South Highlands Light Industrial/Commercial Development

Mr. George Penfold and Mr. Garry Martin were in attendance on behalf of the BC Assets and Land Corp.'s Rezoning and Official Community Plan amendment applications.

With respect to the Rezoning and OCP amendment application, Mr. Penfold noted that Council direction is required on issues such as green space, phasing, amenities, an internal access road, and development permit guidelines.

Discussion ensued regarding the information requested by the applicant, and varying views and opinions were noted.

MOTION 559/01 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: Regarding Rezoning Application RZ-03-00, made by BC Assets and Land Corp. and pertaining to Lot 1, Plan VIP70242, Section 5, Range 3W, Highland District, it be suggested to the applicant that the application BE REVISED as suggested in Actions 1, 5 and 7 as described in the letter from Qu'West Consulting Services dated November 2, 2001.

CARRIED

b) Memorandum from Councillor McPherson  
Re: Planning Association of South Highlands

Mayor Roessingh referred to the October 29, 2001 Committee of the Whole meeting held to discuss the direction South Highlands Planning should take. The Mayor noted that many recommendations dealing with a broad range of issues were discussed at the meeting, and that the Advisory Planning Commission could deal with some of these issues, and that some of the planning tasks could be incorporated into the Official Community Plan review slated to begin soon.

Councillor McPherson read out her submission to Council recommending the formation of a planning association for the South Highlands.

Issues such as membership, funding, mandate, the hiring of a facilitator or consultant to assist with the creation of an association, and Council's relationship with the proposed association were explored, and varying views and opinions were noted in this regard.

Members of the Planning and Land Use Group were in attendance, and provided their support for the formation of an association. Varying opinions were noted with respect to specific aspects of such an association.

MOTION 560/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The Council of the District of Highlands support in principle the creation of a planning association of the South Highlands that is representative of the businesses and the community's intent to establish an environmentally and economically sound plan for the South Highlands.

CARRIED

#### 4. REPORTS

a) Committee Reports

i) Administration and Finance

The Administration and Finance Advisory Committee is scheduled to meet November 12, 2001 at 7:30 p.m. at Pike House.

ii) Environment

The Environment Advisory Committee is scheduled to meet November 14, 2001 at 7:30 p.m. at Pike House.

iii) Parks and Recreation

The Chair of the Parks and Recreation Advisory Committee noted that a public walk-through was held regarding the requested road closure on Stag Road.

The Parks and Recreation Advisory Committee is scheduled to meet November 12, 2001 at 7:30 p.m. at the West Fire Hall.

iv) Protective Services

- Protective Services Advisory Committee  
Re: Minutes of the Meeting held October 22, 2001

MOTION 561/01 MOVED BY COUNCILLOR MCLELLAN  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The minutes of the Protective Services Advisory Committee meeting held October 22, 2001 BE RECEIVED FOR INFORMATION.

CARRIED

- Protective Services Advisory Committee  
Re: Road Standards

MOTION 562/01 MOVED BY COUNCILLOR MCLELLAN  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT: The recommendation from the Protective Services Advisory Committee, dated October 22, 2001, regarding road standards BE RECEIVED FOR INFORMATION.

CARRIED

Councillor McLellan reported that he has been attending the William Head Citizen Advisory Committee meetings. He noted that the meetings addressed operational matters for the most part, and advised that he felt the meetings were not relevant to the District of Highlands.

MOTION 563/01 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED

THAT: The William Head Citizen Advisory Committee BE ADVISED that Councillor McLellan is withdrawing from the Committee.

CARRIED

v) Transportation and Public Works

Nil.

vi) Trails

- Trails Advisory Committee

Re: Minutes of the Meeting held October 23, 2001

MOTION 564/01 MOVED BY COUNCILLOR FARIS

SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT: The minutes of the Trails Advisory Committee meeting held October 23, 2001 BE RECEIVED FOR INFORMATION.

CARRIED

The Trails Advisory Committee is scheduled to meet November 27, 2001 at 7:30 p.m. at Pike House.

vii) Planning and Zoning

Councillor Vogel reported that he attended the Association of Vancouver Island and Coastal Communities (AVICC) Community Charter Consultations held recently. He noted that the consultations were useful and interesting, and that the Province will be receiving input from local governments to use in designing the changes to the legislation. Councillor Vogel suggested that Council schedule a Committee of the Whole meeting to form recommendations to be presented to the Union of BC Municipalities Community Charter Committee, for subsequent submission by the Committee to the Province.

b) Mayor's Report

Mayor Roessingh noted that the Halloween activities at the Fire Halls and Pike House were a success, and thanked the Fire Department volunteers and the Highland District Community Association for a job well done.

The Mayor advised that he would be attending a meeting regarding

Willis Point and its possible amalgamation with a surrounding municipality.

With respect to Hartland Landfill, Mayor Roessingh noted that the CRD Environment Committee has received recommendations to use the Hartland as a composting facility rather than to store aggregate.

5. CORRESPONDENCE

6. BYLAWS

7. NEW BUSINESS

a) Capital Regional District Monthly Bylaw Enforcement Summary - September 30, 2001

MOTION 565/01 MOVED BY COUNCILLOR VOGEL  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The Capital Regional District Monthly Bylaw Enforcement Summary, dated October 3, 2001, for the month ending September 30, 2001 BE RECEIVED FOR INFORMATION.

CARRIED

b) Greater Victoria Public Library 2002 Provisional Budget

MOTION 566/01 MOVED BY COUNCILLOR MCLELLAN  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT: The Greater Victoria Public Library 2002 Provisional Budget, received October 26, 2001, BE RECEIVED FOR INFORMATION.

CARRIED

c) Letter from Don Benn

Re: Resignation from the Parks and Recreation Advisory Committee

MOTION 567/01 MOVED BY COUNCILLOR FARIS  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED

THAT: The letter from Don Benn dated October 24, 2001, advising of his resignation from the Parks and Recreation Advisory Committee, BE RECEIVED WITH REGRET.

CARRIED

d) Letter from the Municipal Clerk, District of Saanich

Re: Federal Affordable Housing Program

MOTION 568/01 MOVED BY COUNCILLOR FARIS  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED

THAT: A letter be sent to the Minister of Community, Aboriginal and Women's Services encouraging support for a federal affordable housing program for low income households including significant funding and support for the involvement of municipal governments in designing and implementing the program locally, as requested by the District of Saanich in a letter received October 18, 2001.

CARRIED

e) Letter from the Western Communities Housing Committee  
Re: Affordable Housing Reserve Funds

MOTION 569/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The letter from the Western Communities Housing Committee received October 29, 2001, regarding Affordable Housing Reserve Funds BE RECEIVED FOR INFORMATION.

CARRIED

f) Memorandum from the Administrator  
Re: Authorization for Expenses for AVICC Community Charter Consultations

MOTION 570/01 MOVED BY COUNCILLOR MCLELLAN  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The payment of the registration fee of \$25.00 and related expenses for Councillor Vogel's attendance at the Association of Vancouver Island and Coastal Communities (AVICC) Community Charter Consultations, held October 25, 2001, BE AUTHORIZED.

CARRIED

g) Revenue and Expense Summary Report - October 31, 2001

MOTION 571/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The Revenue and Expense Summary Report for the month ending October 31, 2001 BE RECEIVED FOR INFORMATION.

CARRIED

h) Highland Heritage Park Society 2002 Annual Master Plan

MOTION 572/01 MOVED BY COUNCILLOR FARIS  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT: The Highland Heritage Park Society's 2002 Annual Master Plan BE RECEIVED FOR INFORMATION.

CARRIED

i) District of Langford Zoning Bylaw and OCP Amendment Referral  
Re: Lot A, McCallum Road

District of Langford Zoning Bylaw and OCP Amendment Referral  
Re: Lands East of Millstream Road/North of McCallum Road/South of Treanor Avenue

There was discussion regarding the referrals from Langford with respect to the proposed developments. Concerns were noted regarding the implications of development in Langford on the District of Highlands, and vice versa.

MOTION 573/01 MOVED BY COUNCILLOR FARIS  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED

THAT: Regarding the referrals of OCP-01-07Z-01-11/(Cressey), and OCP-01-09/Z-01-13 ("Millstream East") from the District of Langford, the District of Highlands advises Langford accordingly:

? That Highlands has NO OBJECTION to the proposed developments, subject to the District of Langford substantially determining and ensuring that the flow and safety of traffic on Millstream Road north of the Trans-Canada Highway is not further eroded; AND

? That the future traffic studies in North Langford take into account future Highlands developments and the existing traffic infrastructure in Highlands that may be affected by existing and future Langford development.

CARRIED

j) District of Langford Zoning Bylaw and OCP Amendment Referral  
Re: Lands East of Millstream Road/North of McCallum Road/South of Treanor Avenue

See item i) above.

k) Building Report for October 2001

MOTION 574/01 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED

THAT: The Building Report for October 2001 BE RECEIVED FOR INFORMATION.

CARRIED

l) Memorandum from the Planning Technician  
Re: OCP Review - Establishment of Task Force

MOTION 575/01 MOVED BY COUNCILLOR MCLELLAN  
SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT:

? Council ENDORSE the formation of an OCP Task Force composed of up to twelve (12) members; the seven (7) members of the Advisory Planning Commission, the Planning Technician and four (4) members appointed by Council; AND

? That Council ENDORSE the Terms of Reference for the OCP Task Force attached as Appendix A to the Planning Technician's report dated November 1, 2001.

There was discussion regarding the composition of the proposed task force, and varying views and opinions were noted. Further discussion ensued with respect to advisory committee input to the Task Force, and it was noted that there are a range of options available for gathering committee input.

CARRIED

8. OTHER BUSINESS

a) Memorandum from the Administrator

Re: Review of Zoning Bylaw Restrictions on Size of Dwelling

MOTION 576/01 MOVED BY COUNCILLOR MCPHERSON

SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The September 18, 2000 Council referral to staff to review the provisions of Zoning Bylaw 100 regarding the restrictions on the size of dwelling units in the RR5 zone BE REMOVED from the Monthly Outstanding Referrals List.

CARRIED

b) Memorandum from the Planning Technician

Re: Millstream Hydraulic Study - Selection of Consultant

MOTION 577/01 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR MCLELLAN AND RESOLVED

THAT:

1. Staff be directed to ENTER INTO A CONTRACT not to exceed \$13,000.00 with M. Miles and Associates Ltd. to research and identify opportunities and constraints for water storage and detention in the Millstream Creek system and to prepare a Report with written and visual materials; AND

2. That in the event that a contract cannot be made with M. Miles and Associates Ltd., staff be directed TO ENTER INTO A CONTRACT with SHIP Environmental Consultants Ltd., not exceeding the same amount and for the same purpose as that described in Recommendation 1.

CARRIED

c) Memorandum from the Planning Technician

Re: Eco-Industrial Project

MOTION 578/01 MOVED BY COUNCILLOR VOGEL

SECONDED BY COUNCILLOR FARIS AND RESOLVED

THAT: The letter from Eco-Industrial Solutions dated October 31, 2001 regarding the results of a scoping study for a pilot Eco-Industrial Project BE RECEIVED FOR INFORMATION.

CARRIED

9. ADJOURNMENT

a) MOTION 579/01 MOVED BY COUNCILLOR MCPHERSON

SECONDED BY COUNCILLOR VOGEL AND RESOLVED

THAT: The regular meeting of Council be adjourned at 10:10 p.m. AND THAT, pursuant to Section 242. 2 of the Local Government Act a meeting in camera be convened to discuss:

? The receiving of advice that is subject to solicitor-client privilege.

CARRIED

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Karel Roessingh, Mayor  
District of Highlands - Regular Council Meeting  
Monday, November 5, 2001

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Bruce Woodbury, Administrator