

**DISTRICT OF HIGHLANDS**  
**REGULAR COUNCIL MEETING**

Minutes of the Regular Council meeting held Monday, January 6, 2003, at the East Highlands at 7:30 p.m.

**PRESENT:** Mayor Roessingh, Chair  
Councillor K. Brotherston  
Councillor M. Brotherston  
Councillor Cardinal  
Councillor Kadar  
Councillor McPherson  
Councillor Mendum

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

**AGENDA**

MOTION 01/03 MOVED BY COUNCILLOR MENDUM  
SECONDED BY COUNCILLOR KADAR AND RESOLVED  
THAT: The agenda BE AMENDED by adding the following item:

Item 1 b) Letter from the Housing Affordability Partnership  
Re: Affordable Housing Issues

AND THAT the agenda as amended BE APPROVED.

**CARRIED**

**1. PETITIONS AND DELEGATIONS**

a) Development Permit Application DP-01-03  
APPLICANT: Roler Development  
LOCATION: Section 33 (Davies Road)

Jon Roler, the Applicant, was in attendance in support of his application and answered queries of Council in this regard. The Administrator provided information to Mr. Roler regarding the respective roles of the Approving Officer and Council in response to inquiries from the Applicant.

MOTION 02/03 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED  
THAT: Development Permit DP-01-03 BE ISSUED to the owner of Section 33, Highland District, Except Part in Plan VIP61398, to authorize the cutting and removal of not more than 150 trees from the lands, and for preliminary authorization of potential building sites proposed through a concurrent subdivision application of the lands, which lands are located partly within Development Permit Area #1 (Steep Slopes), subject to the following conditions:

1. Prior to the cutting and removal of trees within any Steep Slope Development Permit Area, the Subdivisor shall provide staff with:
  - a) a preliminary driveway plan prepared by a BC Land Surveyor confirming the feasibility of driveway access to the proposed building sites for each proposed lot, in accordance with the District of Highlands' standards; and
  - b) a bio-inventory assessment of the tree-cutting area prepared by a Registered Professional biologist, confirming that the tree cutting will not negatively impact upon a sensitive ecosystem area.
2. The stump and root systems of all trees cut shall be retained in situ where possible to enhance the stability of any sloped lands on-site.
3. Final building sites for the proposed lots shall be confirmed in conjunction with, and subject to, the recommendations contained within a *Detailed Bio-Inventory Impact Assessment* and *Wildland/Urban Interface Fire Hazard Assessment*, prepared by qualified professionals to address the conditions of subdivision approval, as anticipated by the Preliminary Layout Acceptance dated 2002-November-07.

CARRIED

(Councillor Mendum recorded as opposed)

- b) Letter from the Housing Affordability Partnership  
Re: Affordable Housing Issues

Councillor McPherson referenced materials received by members of Council from the Housing Affordability Partnership, indicating her interest in receiving further information.

MOTION 03/03 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR KADAR AND RESOLVED  
THAT: Representatives of the Housing Affordability Partnership BE  
INVITED to attend a Regular meeting of Council to make a presentation  
regarding housing affordability issues in the Capital Region.

CARRIED

**2. ADOPTION OF THE MINUTES**

- a) Minutes of the Regular Council Meeting held December 16, 2002

MOTION 04/03 MOVED BY COUNCILLOR MENDUM  
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED  
THAT: The minutes of the Regular Council meeting held December 16,  
2002 BE ADOPTED AS CIRCULATED.

CARRIED

**3. BUSINESS ARISING FROM THE MINUTES**

Nil.

**4. REPORTS**

**a) Committee Reports**

- i) Administration and Finance

The next meeting of the Administration and Finance Advisory  
Committee is scheduled for January 14, 2003.

- ii) Environment

The next Environment Advisory Committee meeting has yet to be  
scheduled.

- iii) Parks and Recreation

The next meeting of the Parks and Recreation Advisory Committee  
is scheduled for January 13, 2003, at 7:30 p.m. at Pike House.

iv) Protective Services

The next meeting of the Protective Services Advisory Committee is scheduled for January 27, 2003 at 7:30 p.m. at the West Fire Hall.

v) Roads

The next meeting of the Roads Advisory Committee is scheduled for January 30, 2003 at 7:30 p.m. at Pike House

vi) Trails

The next meeting of the Trails Advisory Committee is scheduled for January 22, 2003.

vii) Planning and Zoning

The Advisory Planning Commission is scheduled to meet January 8, 2003 at 7:00 p.m. at Pike House.

It was noted that the Official Community Plan Review Task Force would be resuming its meetings starting next week.

**b) Mayor's Report**

Mayor Roessingh reported the Santa Run to have been a huge success with many cash and food bank donations being received.

The Mayor noted that there is a reported 10 to 20% increase in property assessments throughout the Capital Region.

**5. CORRESPONDENCE**

- a) Letter from Doug Turner  
Re: Lot B, Plan 34216 (Woodridge Place Opposite East Fire Hall)

There was discussion regarding Mr. Turner's letter.

MOTION 05/03 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR K. BROTHERSTON AND RESOLVED  
THAT: The letter from Doug Turner, dated December 17, 2002, regarding  
Lot B, Plan 34216 (Woodridge Place opposite the East Fire Hall), BE  
RECEIVED FOR INFORMATION; AND FURTHER that Mr. Turner's letter  
be copied to the Official Community Plan Review Task Force.

CARRIED

6. **BYLAWS**

Nil.

7. **NEW BUSINESS**

- a) Memorandum from the Deputy Clerk  
Re: Advisory Committee Appointments

MOTION 06/03 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR M. BROTHERSTON AND RESOLVED  
THAT: The following residents BE APPOINTED to the District of  
Highlands' Advisory Committees, all for two-year terms expiring December  
31, 2004, as follows:

Administration and Finance:

Mark Montgomery – New Appointment

Environment:

Stacey Verrin – New Appointment

Parks and Recreation:

Ron Burke – Re-appointment

CARRIED

- b) 2003 Grant-In-Aid Requests

MOTION 07/03 MOVED BY COUNCILLOR MENDUM  
SECONDED BY COUNCILLOR KADAR AND RESOLVED  
THAT: The grant-in-aid requests received from Tourism Victoria dated  
December 19, 2002 and the RCMP Crime Prevention/Community Policing  
and School Liaison Program dated December 10, 2002 BE DEFERRED  
for consideration in conjunction with 2003 budget deliberations.

CARRIED

- c) Appointment of CREST (Capital Region Emergency Service Telecommunications) Alternate Director

MOTION 08/03 MOVED BY COUNCILLOR MCPHERSON  
SECONDED BY COUNCILLOR MENDUM AND RESOLVED  
THAT: Mayor Roessingh BE AUTHORIZED to act as the District of Highlands' representative to the CREST (Capital Region Emergency Service Telecommunication) Board of Directors and vote on matters at the meetings of the Board at those times that Councillor Marie Brotherston is unable to attend.

CARRIED

- d) Memorandum from the Administrator  
Re: BCIT – Roads – Principles of Design, Construction, Inspection and Maintenance Seminar

MOTION 09/03 MOVED BY COUNCILLOR CARDINAL  
SECONDED BY COUNCILLOR KADARAND RESOLVED  
THAT: Council approve the payment of fees and expenses for the Building Inspector's attendance at the BCIT – Roads – Principles of Design, Construction, Inspection and Maintenance course to be held in Burnaby, BC from March 10 – 14, 2003.

CARRIED

**8. OTHER BUSINESS**

Nil.

**9. ADJOURNMENT**

MOTION 10/03 MOVED BY COUNCILLOR M. BROTHERSTON  
SECONDED BY COUNCILLOR MENDUM AND RESOLVED  
THAT: The Regular meeting of Council BE ADJOURNED at 8:20 p.m.

CARRIED

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Karel Roessingh, Mayor

Bruce Woodbury, Administrator