

DISTRICT OF HIGHLANDS
REGULAR COUNCIL MEETING

Minutes of the Regular Council meeting held Monday, January 20, 2003, at Caleb Pike House, 1589 Millstream Road at 7:30 p.m.

PRESENT: Mayor Roessingh, Chair
Councillor K. Brotherston
Councillor M. Brotherston
Councillor Cardinal
Councillor Kadar
Councillor McPherson
Councillor Mendum (arrived 7:35 p.m.)

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

AGENDA

MOTION 11/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: The agenda BE AMENDED by adding the following item:

Item 5 f) Correspondence from Patti Whitehouse
Re: Draft Official Community Plan

AND THAT the agenda as amended BE APPROVED.

CARRIED

1. PETITIONS AND DELEGATIONS

a) Letter from MGE Consultants Ltd.
Re: Current Status of Lot 1, Section 5, Range 3W, Highland District

Gary Martin was in attendance and provided Council with an update with respect to the current status of Lot 1, Section 5, Range 3W, Highland District. He noted that the lands are ready to be put on the market, and that the Province is looking for some indication from Council that it would support connecting to CRD Water.

MOTION 12/03 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR MENDUM AND RESOLVED
THAT: Council support in principle CRD piped water to the industrial lands.

CARRIED

- b) Memorandum from the Manager, Administrative Services
West Shore Parks and Recreation Society
Re: Restated 2002 Budget and 2003 Budget

Monty Holding, Administrator and Mary Turner, Manager of Administrative Services, West Shore Parks and Recreation Society were in attendance and provided an overview of the Restated 2002 Budget and 2003 Budget and answered queries of members of Council in this regard.

MOTION 13/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR M. BROTHERSTON AND RESOLVED
THAT: The Restated 2002 Budget, dated January 14, 2003 and the 2003 Budget, dated January 15, 2002, of the West Shore Parks and Recreation Society BE APPROVED.

CARRIED

- c) Highlands Bulletin Board System (BBS) Status Report

Michael Kristiansen was in attendance to answer queries of members of Council regarding the BBS Status Report.

MOTION 14/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: The Highlands Bulletin Board System (BBS) Status Report dated January 3, 2003 BE RECEIVED FOR INFORMATION.

CARRIED

2. ADOPTION OF THE MINUTES

- a) Minutes of the Regular Council Meeting held January 6, 2003

MOTION 15/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR M. BROTHERSTON AND RESOLVED
THAT: The minutes of the Regular Council meeting held January 6, 2003 BE ADOPTED AS CIRCULATED.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

Nil.

4. REPORTS

a) **Committee Reports**

i) Administration and Finance

- Administration and Finance Advisory Committee
Re: Minutes of the Meeting held December 10, 2002

MOTION 16/03 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR MCPHERSON AND
RESOLVED THAT: The minutes of the Administration and
Finance Advisory Committee meeting held December 10, 2002 BE
RECEIVED FOR INFORMATION.

CARRIED

ii) Environment

The next meeting of the Environment Advisory Committee is scheduled for
January 27, 2003 at 7:30 p.m. at Pike House.

Councillor McPherson noted that a BC Transit Commuter Service will
begin in the Highlands early February, and that an information flyer will be
sent out in this regard in the near future.

iii) Parks and Recreation

- Parks and Recreation Advisory Committee
Re: Minutes of the Meetings held December 9, 2002 and January
13, 2003

MOTION 17/03 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR K. BROTHERSTON AND
RESOLVED THAT: The minutes of the Parks and Recreation
Advisory Committee meetings held December 9, 2002 and January
13, 2003 BE RECEIVED FOR INFORMATION.

CARRIED

It was noted that Alan Phillip was elected Chair and Marian Taylor was
elected Vice Chair for the Parks and Recreation Advisory Committee.

Councillor K. Brotherston advised that the Parks and Recreation Advisory
Committee is in need of members, encouraging anyone interested to
submit a letter to Council.

The next meeting of the Parks and Recreation Advisory Committee is
scheduled for February 10, 2003 at 7:30 p.m. at Pike House.

- Parks and Recreation Advisory Committee Recommendation
Re: Grant-in-aid for Highland Heritage Park Society

MOTION 18/03 MOVED BY COUNCILLOR K. BROTHERSTON
SECONDED BY COUNCILLOR MENDUM AND RESOLVED
THAT: The recommendation from the Parks and Recreation
Advisory Committee dated December 9, 2002 regarding a grant-in-
aid for the Highland Heritage Park Society BE REFERRED to the
Administration and Finance Advisory Committee for consideration
in conjunction with 2003 Budget deliberations.

CARRIED

iv) Protective Services

Councillor M. Brotherston noted that the Protective Services Advisory
Committee would be hosting a public meeting on Wildland Urban Interface
Fire Hazard on 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

Councillor Mendum advised that she recently attended a demonstration by
3M, ICBC and Transign with respect to road signage.

Mayor Roessingh noted concerns he has received regarding the upkeep
of the Saanich portion of Munn Road and Willis Point, advising that he
would be in contact with Saanich Mayor Frank Leonard in this regard.

vi) Trails

- Trails Advisory Committee
Re: Minutes of the Meeting held November 27, 2002

MOTION 19/03 MOVED BY COUNCILLOR M. BROTHERSTON
SECONDED BY COUNCILLOR MENDUM AND RESOLVED
THAT: The minutes of the Trails Advisory Committee meeting held
November 27, 2002 BE RECEIVED FOR INFORMATION.

CARRIED

The next meeting of the Trails Advisory Committee is scheduled for
January 22, 2003 at 7:30 p.m. at Pike House.

vii) Planning and Zoning

- Advisory Planning Commission
Re: Minutes and Recommendations from the Meeting held January 8, 2003

MOTION 20/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR M. BROTHERSTON AND
RESOLVED THAT: The minutes and recommendations of the
Advisory Planning Commission meeting held January 8, 2003 BE
RECEIVED FOR INFORMATION.

CARRIED

There was lengthy discussion regarding the Official Community Plan Review Task Force and the OCP review process to date, and varying views and opinions were noted. Mayor Roessingh advised that the Task Force would be making recommendations to Council with respect to the upcoming consultation process at the next Regular meeting.

b) Mayor's Report

The Mayor noted the projected increase in the CRD requisition of approximately 6% for services all jurisdictions in the Capital Region participate in, advising that the increase is primarily a result of wage settlements and a lower surplus.

5. CORRESPONDENCE

Evelyn Samuel made a presentation to Council with respect to the Draft Official Community Plan, outlining the points raised by the Association of Large Lot Owners in correspondence contained in the agenda.

MOTION 21/03 MOVED BY COUNCILLOR MENDUM
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED
THAT: Correspondence items 5 a) to f) regarding the Draft Official Community Plan BE
RECEIVED FOR INFORMATION and further that the correspondence BE REFERRED
to the Official Community Plan Task Force.

CARRIED

- a) Correspondence from Karen Knott
Re: Draft Official Community Plan
- b) Correspondence from Will Carrilho and Isabelle Poirier
Re: Draft Official Community Plan

- c) Correspondence from Highlands Association of Large Lot Owners
Re: Draft Official Community Plan
- d) Correspondence from Evelyn Samuel
Re: Draft Official Community Plan
- e) Correspondence from Kent and Rosa Willner
Re: Draft Official Community Plan
- f) Correspondence from Patti Whitehouse
Re: Draft Official Community Plan

6. BYLAWS

Nil.

7. NEW BUSINESS

- a) Memorandum from the Administrator
Re: Municipal Liability Insurance

MOTION 22/03 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR MCPHERSON AND RESOLVED
THAT: The District of Highlands join the Municipal Insurance Association and
that the District purchase it's liability insurance for 2003 from the Association at a
cost of \$16,686.00.

CARRIED

- b) Revenue and Expense Summary Report – December 31, 2002

MOTION 23/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR KADAR AND RESOLVED
THAT: The Revenue and Expense Summary Report to December 31, 2002 BE
RECEIVED FOR INFORMATION.

CARRIED

- c) Building Report for December 2002

MOTION 24/03 MOVED BY COUNCILLOR CARDINAL
SECONDED BY COUNCILLOR MENDUM AND RESOLVED
THAT: The Building Report for December 2002 BE RECEIVED FOR
INFORMATION.

CARRIED

- d) 2003 UBCM Membership Dues

MOTION 25/03 MOVED BY COUNCILLOR MENDUM
SECONDED BY COUNCILLOR M. BROTHERSTON AND RESOLVED
THAT: The payment of the 2003 Union of British Columbia Municipalities
(UBCM) Annual Dues in the amount of \$963.38 BE AUTHORIZED.

CARRIED

- e) Monthly Reminder – Outstanding Referrals

MOTION 26/03 MOVED BY COUNCILLOR MENDUM
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: The Monthly Reminder – Outstanding Referrals Report dated January 15,
2003 BE RECEIVED FOR INFORMATION.

CARRIED

- f) Letter from the Cowichan Valley Safer Futures Program
Re: Resource Manual and Survey on Local Governments and Women's Safety

MOTION 27/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR M. BROTHERSTON AND RESOLVED
THAT: The letter and the Women and Community Safety: A resource book on
planning for safer communities resource manual received from the Cowichan
Valley Safer Futures Program and dated January 2, 2003 BE RECEIVED FOR
INFORMATION.

AMENDING MOTION 28/03 MOVED BY COUNCILLOR MENDUM
SECONDED BY COUNCILLOR CARDINAL AND RESOLVED
THAT: One copy of The Women and Community Safety: A resource book on
planning for safer communities resource manual BE REFERRED to each
advisory Committee for information.

CARRIED

The Main Motion was put.

CARRIED

8. OTHER BUSINESS

- a) Memorandum from the Deputy Clerk
Re: Revised Highland Parks and Recreation Association 2003 Master Plan

MOTION 29/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR M. BROTHERSTON AND RESOLVED
THAT: The Revised 2003 Master Plan for the Highlands Parks and Recreation
Association BE REFERRED to the Administration and Finance Advisory
Committee for a recommendation to be submitted for the February 17, 2003
Regular meeting.

CARRIED

9. ADJOURNMENT

MOTION 30/03 MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR M. BROTHERSTON AND RESOLVED
THAT: The Regular meeting of Council BE ADJOURNED at 9:33 p.m.

CARRIED

Karel Roessingh, Mayor

Bruce Woodbury, Administrator