

DISTRICT OF HIGHLANDS
REGULAR COUNCIL MEETING

Minutes of the Regular Council meeting held Monday, September 15, 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

IN ATTENDANCE: Bruce Woodbury, Administrator
Laurie Taylor, Deputy Clerk

AGENDA

MOTION 480/03
MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR K. BROTHERSTON
THAT the agenda BE APPROVED

CARRIED

PETITIONS AND DELEGATIONS

1. PETITIONS AND DELEGATIONS

- a) **Rezoning Application No. RZ-06-02**
Memorandum from the Planning Technician dated September 10, 2003
Re: Follow up to September 11, 2003 Committee of the Whole meeting
OWNER/APPLICANT: Millstream Industrial Park
LOCATION: Section 4, Range 3 West, Highland District, Except Part Shown coloured red on plan attached to DD13124, Except Part Shown outlined in red on Plan 626R, and except part in plan 18272
CIVIC ADDRESS: 2015 Millstream Road

MOTION 481/03
MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR CARDINAL
THAT Council SUPPORT, IN PRINCIPLE, the implementation of new Development Permit Area Guidelines and Design Standards for the Millstream Industrial Park on Section 4, Range 3 West, Highland District, Except Part Shown coloured red on plan attached to DD13124, Except Part Shown outlined in red on Plan 626R, and except part in Plan 18272 located on Millstream Road;

AND THAT staff BE REQUESTED to work with the applicant to prepare draft Development Permit Area Guidelines and Design Standards to address parking and loading, screening and landscaping, and architectural form;

AND THAT the draft Development Permit Area Guidelines and Design Standards BE REFERRED to the Advisory Planning Commission, for a recommendation to be presented to Council at the meeting scheduled November 3, 2003;

AND THAT consideration of the Highlands Zoning Amendment Bylaw No. 213, 2003 BE DEFERRED:

- a) Pending receipt of a staff report for Council's consideration to address issues and options in response to the recommendations submitted by the Advisory Planning Commission and Advisory Committees, including the implications of public sanitary sewer and water services for the property,
- b) Pending Development Permit Area Guidelines and Design Standards being presented to Council together with the recommendations of the Advisory Planning Commission, and Council indicating support of these in principle; and
- c) Pending receipt of the documentation and assessments from the Applicant as directed by Council at its August 18, 2003 meeting.

CARRIED

b) Rezoning Application No. RZ-03-02

OWNER/APPLICANT: LGB9 Development Corporation
LOCATION: Millstream Road (Bear Mountain Resort)

MOTION 482/03

MOVED BY COUNCILLOR KADAR

SECONDED BY COUNCILLOR MCPHERSON

THAT Rezoning Application File No. RZ03-02 BE CLOSED at the applicant's request.

CARRIED

c) Presentation by Sue Johnson (verbal)

Re: Designation of Trails on Private Property

Sue Johnson

- Concern expressed that maps in the Trails Master Plan show trails across private property without the owner's consent.
- There is a "greenway" designation across her property that was imposed without discussion with the affected landowners.

Council

- The APC and Parks, Trails and Recreation Advisory Committee are looking into this issue.

2. ADOPTION OF THE MINUTES

a) Minutes of the Committee of the Whole Meeting – August 27, 2003

MOTION 483/03

MOVED BY COUNCILLOR MENDUM

SECONDED BY COUNCILLOR K. BROTHERSTON

THAT the minutes of the Committee of the Whole meeting held August 27, 2003 BE ADOPTED AS CIRCULATED.

CARRIED

b) Minutes of the Regular Council Meeting – September 2, 2003

MOTION 484/03

MOVED BY COUNCILLOR M. BROTHERSTON

SECONDED BY COUNCILLOR K. BROTHERSTON

THAT the minutes of the Regular Council meeting held September 2, 2003 BE ADOPTED AS CIRCULATED.

CARRIED

c) Minutes of the Committee of the Whole Meeting – September 11, 2003

- Councillor McPherson noted the minutes should not make reference to the guidelines for the Henry Eng development in Langford as being the preferred example by consensus.

MOTION 485/03

MOVED BY COUNCILLOR MENDUM

SECONDED BY COUNCILLOR MCPHERSON

THAT the minutes of the Committee of the Whole meeting held September 11, 2003 BE ADOPTED AS AMENDED.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

Nil

4. REPORTS

a) Committee Reports

i) Administration and Finance – Councillor Cardinal

- Next Administration and Finance Advisory Committee meeting is October 14, 2003 at 7:30 p.m. at Caleb Pike House.

- a) **Letter from Paul Weyer**
Re: Request for Appointment to the Administration & Finance Advisory Committee

MOTION 486/03
MOVED BY COUNCILLOR MCPHERSON
SECONDED BY COUNCILLOR MENDUM

THAT Paul Weyer BE APPOINTED to the Administration and Finance Advisory Committee for the remainder of a two-year term expiring December 31, 2004.

CARRIED

- ii) Environment – Councillor McPherson
- Next Environment Advisory Committee meeting is October 15, 2003 at 7:30 p.m. at Caleb Pike House, if required.
- iii) Parks, Trails and Recreation - Councillor K. Brotherston
- Next scheduled Parks, Trails and Recreation Advisory Committee meeting is October 14, 2003 at 7:30 p.m. at Caleb Pike House.
- iv) Protective Services - Councillor M. Brotherston
- Next Protective Services Advisory Committee meeting is September 22, 2003 at 7:30 p.m. at the West Fire Hall.
- iv) Roads – Councillor Mendum
- Next scheduled Roads Advisory Committee meeting is September 18, 2003 at the Pike House.
- vii) Planning and Zoning
- a) Advisory Planning Commission – Councillor Kadar
- Nil
- b) OCP Planning Coordinating Team – Councillor Kadar
- Next scheduled OCP Planning Coordinating Team meeting is September 16, 2003 at 7:30 p.m. at the West Fire Hall.

- (i) **Memo from Planning Technician dated September 10, 2003**
Re: CitySpaces Contract for Service

MOTION 487/03
MOVED BY COUNCILLOR KADAR
SECONDED BY COUNCILLOR K. BROTHERSTON
THAT the report dated September 10, 2003 regarding the delay in the preparation of the contract for service with CitySpaces **BE RECEIVED FOR INFORMATION.**

CARRIED

- (ii) **Memo from Deputy Clerk dated September 11, 2003**
Re: Appointment to Topic Groups

- Eight people had responded to the ad for the two vacancies on the OCP Topic Groups.
- Discussion was held on the feasibility of increasing the membership of the Topic Groups from 5 to 7.
- Selection of appointees was done by secret ballot

MOTION 488/03
MOVED BY COUNCILLOR KADAR
SECONDED BY COUNCILLOR MENDUM
THAT Michelle Mahovlich and Hans Waelti **BE APPOINTED** to the OCP Topic Groups;

AND THAT the OCP Planning Coordinating Team **BE REQUESTED** to submit the entire list of appointees to the Topic Groups to Council for their consideration at the October 6, 2003 Council meeting.

CARRIED

MOTION 489/03
MOVED BY COUNCILLOR MENDUM
SECONDED BY COUNCILLOR KADAR
THAT the ballots **BE DESTROYED.**

CARRIED

- b) **Mayor's Report** - Mayor Roessingh
- Mayor will arrange a meeting between the Council and the Chair and Vice-Chair of CRD.
 - 2003 Highland Fling was the most successful one yet
 - 25th anniversary celebration of the Volunteer Fire Department was successful
 - Mayor will be meeting, along with representatives of the other member municipalities of the CRD, with local MLAs to discuss the issue of policing costs.

5. **CORRESPONDENCE**

Nil

6. **BYLAWS**

Nil

7. **NEW BUSINESS**

- a) **Capital Regional District Monthly Bylaw Enforcement Summary
July 2003 (0655-20)**

MOTION 490/03

MOVED BY COUNCILLOR CARDINAL

SECONDED BY COUNCILLOR MENDUM

THAT the Capital Regional District Monthly Bylaw Enforcement Summary for July 2003, BE RECEIVED FOR INFORMATION.

CARRIED

- b) **Budget Variance Report – to July 31, 2003 (1700-10)**

MOTION 491/03

MOVED BY COUNCILLOR CARDINAL

SECONDED BY COUNCILLOR K. BROTHERSTON

THAT the Budget Variance Report to July 31, 2003, BE RECEIVED FOR INFORMATION.

CARRIED

8. **OTHER BUSINESS**

- a) **Woodridge Properties** (Property file)

MOTION 492/03

MOVED BY COUNCILLOR MCPHERSON

SECONDED BY COUNCILLOR M. BROTHERSTON

THAT the letter dated September 10, 2003 from Woodridge Properties BE RECEIVED FOR INFORMATION;

AND THAT a Committee of the Whole Meeting BE SCHEDULED for October 2, 2003 at 7:30 p.m. at Caleb Pike House to meet with the owners of Woodridge Properties to discuss proposals related to their property north of Woodridge Place.

CARRIED

9. **ADJOURNMENT**

- a) **Resolution to Convene to In-Camera Meeting**

MOTION 493/03

MOVED BY COUNCILLOR MENDUM

SECONDED BY COUNCILLOR M. BROTHERSTON

THAT the Regular meeting of Council BE ADJOURNED at 8:58 p.m.

AND THAT, pursuant to Section 242.2 of the *Local Government Act*, a meeting *in camera* BE CONVENED to discuss:

- Personnel
- Third Party Interests

CARRIED

Karel Roessingh, Mayor

Bruce Woodbury, Administrator