

**DISTRICT OF HIGHLANDS
REGULAR COUNCIL MEETING**

Minutes of the Regular Council meeting held on February 5, 2007 at Caleb Pike House, 1589 Millstream Road at 7:00 p.m.

PRESENT: Mayor Cardinal, Chair
Councillor K. Brotherston
Councillor Kadar
Councillor Mendum
Councillor Williams

ABSENT: Councillor Fall
Councillor Mahovlich

IN ATTENDANCE: Christopher Coates, Chief Administrative Officer
Sandi Chesley, A/Corporate Officer

1. APPROVAL OF THE AGENDA

MOTION NO. 42/07
MOVED BY: COUNCILLOR BROTHERSTON
SECONDED: COUNCILLOR KADAR

THAT Council approves the agenda as amended by adding to Petitions and Delegations – Michael Bocking and Elaine Limbrick.

CARRIED.

2. PETITIONS AND DELEGATIONS

Michael Bocking, 405 Hazlitt Creek Road – advised Council that he and a number of other Community Hall Task Force members were present to answer questions during discussions on the Terms of Reference (7b)

Elaine Limbrick, 3836 Munn Road – thanked municipal staff, Council and in particular Councillor Brotherston, for all their help during the recent storms.

3. ADOPTION OF THE MINUTES

a) Minutes of the Regular Council Meeting dated January 22, 2007

MOTION NO. 44/07
MOVED BY: COUNCILLOR KADAR
SECONDED: COUNCILLOR BROTHERSTON

THAT the Minutes of the Regular Council Meeting of January 22, 2007 be adopted as circulated.

CARRIED.

- b) Minutes of the Community Hall Task Force Adhoc Committee dated December 5, 2006

MOTION NO. 45/07

MOVED BY: COUNCILLOR MENDUM

SECONDED: COUNCILLOR BROTHERSTON

THAT the minutes of the Community Hall Task Force Adhoc Committee meeting dated December 5, 2006 be received for information.

CARRIED.

4. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE & COMMISSIONS

a) Committee Reports

- i) Advisory Planning Commission – (Councillor Brotherston) - nothing to report
- ii) Arts Committee – (Councillor Fall) – nothing to report
- iii) Community Energy Planning Steering Committee – (Councillor Williams) – nothing to report.
- iv) Emergency Planning Committee – (Councillor Fall) – nothing to report
- v) CRD Environment Committee – (Councillor Mendum) – nothing to report
- vi) Greater Victoria Family Court Committee – (Councillor Mahovlich) – nothing to report
- vii) Greater Victoria Public Library Board- (Councillor Kadar) – Councillor Kadar reported that the Board held elections and Christopher Graham will remain as Chair and Paul Gerrard will remain as Vice-Chair. The Board will be holding a Strategic Planning Session later this month.
- viii) Inter-Municipal Committee on Disability Issues– (Councillor Kadar) – nothing to report
- ix) Solid Waste Advisory Committee – (Councillor Kadar) – nothing to report
- x) Western Communities Policing Advisory Committee- (Councillor Mendum) – nothing to report
- xi) Groundwater Task Force (Councillor Mahovlich) – Eric Bonham spoke regarding the Groundwater Task Force and advised Council that everything is progressing very well.

b) Mayor's Report

- i) Capital Regional Board – the next meeting is Wednesday February 14, 2007
- ii) CREST – nothing to report
- iii) West Shore Parks and Recreation Society's Board of Directors – nothing to report
- iv) West Shore Economic and Development Association – nothing to report

5. RATIFICATION OF COMMITTEE RECOMMENDATIONS

- a) Rise and Report from January 22, 2007 In-Camera Council meeting
Re: Council Appointments to the Council Select Committees

MOTION NO. 46/07

MOVED BY: COUNCILLOR KADAR

SECONDED: COUNCILLOR MENDUM

THAT Council Rise and Report, to make public, the following resolutions that were passed at the January 22, 2007 In Camera Council meeting:

THAT Council re-appoints to the Community Infrastructure and Services Select Committee:
Bob Flitton; Elaine Limbrick and Evelyn Samuel;

AND FURTHER THAT Council re-appoints to the Fiscal and Environmental Select Committee: Bob McMinn, Karen Burns and Paul Weyer;

AND FURTHER THAT Council appoint Ken Faris to the Fiscal and Environmental Select Committee.

AND FURTHER THAT Council advertise in the Council Newsletter for the two vacant positions on the Community Infrastructure and Services Select Committee.

CARRIED.

6. INTRODUCTION OF LATE ITEMS

7. UNFINISHED BUSINESS

- a) Memo from Chris Leek, Building Official, dated January 24, 2007
Re: Community Mailbox Shelters

MOTION NO. 47/07

MOVED BY: COUNCILLOR KADAR

SECONDED: COUNCILLOR BROTHERSTON

THAT Council approve the mailbox structure at Millstream Road and Industrial Way subject to final acceptance by Canada Post and the property owner;

AND FURTHER THAT Council authorize the Chief Administrative Officer to execute the Letter Agreement – Proposed Mailbox Shelter Structure on behalf of the District of Highland;

AND FURTHER THAT staff pursue a suitable Finlayson Arm Road location with Canada Post and Mr. Jack Bell.

CARRIED.

- b) Memo from Chris Coates, CAO, dated January 31, 2007
Re: Community Hall Task Force (CHTF)

There was discussion and concerns were raised regarding room and location for protective services. Michael Bocking, Chair of the CHTF explained that there are four components to the "community centre" which the Task Force is considering during the review:

- 1 – a Municipal Hall with possible Council Chambers and possible Fire Hall;
- 2 – a Community Hall component;
- 3 – commercial component *and*
- 4 – recreation component

MOTION NO. 48/07

MOVED BY: COUNCILLOR BROTHERSTON

SECONDED: COUNCILLOR KADAR

THAT Council approve the revised Terms of Reference for the Community Hall Task Force and that the Task Force now be known as the Community Centre Task Force.

CARRIED.

- c) Memo from Chris Coates, CAO, dated January 12, 2007
Re: Strategic Planning Issues

MOTION NO. 49/07

MOVED BY: COUNCILLOR KADAR

SECONDED: COUNCILLOR WILLIAMS

THAT Council approve the Strategic Action Plan for 2007.

CARRIED.

8. CORRESPONDENCE

Correspondence Receive for Information:

- a) Letter from Mara Dhillon, *et al*, dated January 31, 2007
Re: The Community and Council of the District of Highlands
- b) Letter from Brenda Binnie, President of Local Government Program Services, UBCM dated January 23, 2007
Re: 2006 Community Wildfire Protection Planning Grant Application
- c) Letter from Ken Cameron, CEO of the Homeowner Protection Office
Re: Green Buildings, Green Roofs and Homeowner Protection in BC

MOTION NO. 50/07

MOVED BY: COUNCILLOR KADAR

SECONDED: COUNCILLOR BROTHERSTON

THAT Council receive for information correspondence a) to c).

CARRIED.

- d) Letter from Barbara Giuliani, President, Juan de Fuca Arts & Crafts Guild and Marcela Strasda, Highlands Resident Studio Tour Organizer, dated January 12, 2007
Re: Request for Donation – promoting Studio Tour

MOTION NO. 51/07
MOVED BY: COUNCILLOR MENDUM
SECONDED: COUNCILLOR BROTHRSTON

THAT the letter from Barbara Giuliani, President, Juan de Fuca Arts and Crafts Guild and Marcela Strasda, Highlands Resident Studio Tour Organizer, dated January 12, 2007 request for donation to help promote the Studio Tour be referred to Council's Grant in Aid discussions to be held in March 2007.

CARRIED.

- e) Letter from David Carson, BC/Yukon Royal Canadian Legion Campaign Office, dated January 18, 2007
Re: Request for Donation – War Service Recognition Book

MOTION NO. 52/07
MOVED BY: COUNCILLOR KADAR
SECONDED: COUNCILLOR WILLIAMS

THAT the letter from David Carson, BC/Yukon Royal Canadian Legion Campaign Office, dated January 18, 2007, request for donation for the War Service Recognition Book be referred to Council's Grant in Aid discussion to be held in March 2007.

CARRIED.

9. BYLAWS

10. NEW BUSINESS

- a) Letter from Richard Taylor, Executive Director, UBCM, dated January 3, 2007
Re: 2007 UBCM Membership Dues

MOTION NO. 53/07
MOVED BY: COUNCILLOR KADAR
SECONDED: COUNCILLOR MENDUM

THAT Council approve payment of the 2007 UBCM Membership Dues.

CARRIED.

- b) Memo from Chris Coates, CAO, dated February 1, 2007
Re: Local Government Management Association Annual CAO Forum

MOTION NO. 54/07
MOVED BY: COUNCILLOR MENDUM
SECONDED: COUNCILLOR BROTHERTON

THAT Council approve the attendance of the CAO at the Local Government Management Association 2007 Annual CAO Forum at Bear Mountain February 22 and 23, 2007.

CARRIED.

- c) Letter from Mark Johnson, Administrator, West Shore Parks & Recreation Society,
dated January 26, 2007
Re: Partnership Renewal

MOTION NO. 55/07
MOVED BY: COUNCILLOR KADAR
SECONDED: COUNCILLOR WILLIAMS

THAT Council approve the Partnership Renewal Committee Recommendations as outlined in the letter from Mark Johnson, Administrator, West Shore Parks & Recreation Society, dated January 26, 2007.

CARRIED.

- d) Memo from C. Leek, Building Official, dated January 31, 2007
Re: Building Report for January 2007

MOTION NO. 56/07
MOVED BY: COUNCILLOR MENDUM
SECONDED: COUNCILLOR BROTHERSTON

THAT the Building Report for January 2007 be received for information.

CARRIED.

11. ADJOURNMENT

MOTION NO. 57/07
MOVED BY: COUNCILLOR KADAR
SECONDED: COUNCILLOR WILLIAMS

THAT the Regular Meeting of Council be adjourn at 7:21 p.m. and that the meeting be closed to the public and convene in "In-Camera" under Section 90(1)(b) of the *Community Charter* for consideration of an award or honour to an individual(s).

CARRIED.

MAYOR

ACTING CORPORATE OFFICER