



DISTRICT OF HIGHLANDS
MINUTES OF THE
REGULAR COUNCIL MEETING

Monday, February 4, 2008 @ 7:04 p.m.
SCHOOL HOUSE, 1589 MILLSTREAM ROAD

PRESENT:

Acting Mayor M Mahovich, Chair
Councillor K Brotherston
Councillor A Fall
Councillor J Mendum
Councillor K Williams

ABSENT

Mayor M Cardinal
Councillor J Kadar

IN ATTENDANCE:

Chris Coates, CAO
Tina Neurauter, Deputy Corporate Officer

1. Approval of the Agenda

MOTION: 30/ 2008
MOVED BY: COUNCILLOR BROTHERSTON
SECONDED: COUNCILLOR MENDUM

THAT the agenda be approved as amended:

Under item No. 2 PETITIONS AND DELEGATIONS add:

Colleen Robertson
Michael Bocking

2. PETITIONS AND DELEGATIONS1) Inspector Jim Falkner – West Shore RCMP

Inspector Jim Falkner of the West Shore RCMP was in attendance at the meeting and presented Council with the 2007 year end report. Inspector Falkner also commented on the Brown Report which was released in December of 2007.

2) Gustav Sklenka and Karen Friesen
BYLAW INFRACTION – 1653 MILLSTREAM ROAD

Karen Friesen, 1653 Millstream Road, was present and addressed Council regarding the illegal structure. She explained why the structure had been erected and why they had not believed a building permit was needed. She stated that the trailer and the structure would be removed within a few weeks.

Acting Mayor Mahovlich thanked Ms. Friesen.

Colleen Robertson, 1835 Millstream Road, addressed Council regarding the division she sees in the community. She feels that this division is contributing to the loss of community spirit. She feels that the loss of long time residents may also be contributing to this feeling of community division. Ms. Robertson also commented on the proposed Community Hall.

Michael Bocking, 405 Hazlitt Road, addressed Council regarding two issues on the agenda and stated that he wished to speak to these two items; one being the memo regarding the Terms of Reference for the Sustainability Task Force and the other being the memo on Road Side Trails.

3. ADOPTION OF THE MINUTES

a) Regular Meeting of Council – January 21, 2008

MOTION: 31 / 2008
MOVED BY: COUNCILLOR BROTHERSTON
SECONDED: COUNCILLOR MENDUM

THAT the minutes of the regular meeting of Council dated January 21, 2008 be adopted.
CARRIED

b) DRAFT Community Infrastructure & Services Committee – November 28, 2007

MOTION: 32/ 2008
MOVED BY: COUNCILLOR BROTHERSTON
SECONDED: COUNCILLOR WILLIAMS

THAT the DRAFT minutes of the Community Infrastructure and Services Select Committee dated November 28, 2007 be received.

CARRIED

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

a) Committee Reports

- i) Advisory Planning Commission (Cllr. Brotherston) – will report at Committee of the Whole meeting on February 11, 2008.
- ii) CRD Arts Committee (Cllr. Fall) – nothing to report.
- iii) Emergency Planning Committee (Cllr. Fall) – nothing to report
- iv) Greater Victoria Family Court Committee (Cllr. Mahovlich) – nothing to report.
- v) Greater Victoria Public Library Board (Cllr. Kadar) – nothing to report.
- vi) Inter-Municipal Committee on Disability Issues (Cllr. Kadar) – nothing to report.
- vii) Solid Waste Advisory Committee (Cllr. Kadar) – nothing to report.
- viii) Western Communities Policing Advisory Committee (Cllr. Mendum) – nothing to report.
- ix) Groundwater Task Force (Cllr. Mahovlich) – nothing to report.
- x) CREST (Cllr. Fall) - nothing to report.
- xi) CRD Water (Cllr. Brotherston) - nothing to report.
- xii) Juan de Fuca Water (Cllr. Brotherston) – nothing to report.

b) Mayor's Report

xiv) CRD Board

Councillor Mahovlich briefly discussed the items on the Committee of the Whole agenda which was held on January 30, 2008. Items discussed at January 30 meeting included; Round Table on the Environment update, request for funding, Island Corridor Foundation and the Regional Sustainability Task Force and the fact that the CRD will be hiring 1.5 people to assist with this Task Force. She also reported that an additional meeting of the Committee of the Whole will be held on February 14, 2008.

xv) CRD Committees

CRD Environment:

Items discussed were the Climate Action Charter and Action Plan. Discussion also took place regarding the fact that the Charter may be far more applicable to urban municipalities not rural. The January CRD Environment Information report will be left in the office for review.

5. RATIFICATION OF COMMITTEE RECOMMENDATIONS

MOTION: 33/ 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR BROTHERSTON

1) RE: COMMUNITY CENTRE

THAT Council authorize staff to contact non-resident property owners be canvassed along the same lines as residents concerning their interest in making a proposal for a potential community centre site.

THAT staff sole source a property appraisal on the District's Eagles Lake property and obtain two quotes for an appraisal of the District office property.

THAT the Community Centre Task Force be authorized to access the \$15,000 of District funds allocated in the 2007 Financial Plan to prepare materials for the public open house.

AND

2) RE: SELECT COMMITTEE and BOARD OF VARIANCE APPOINTMENTS

THAT Ms. Tara Parkinson be reappointed and Mr. Paul Reynolds be appointed to the Community Infrastructure and Select Services Committee, and Ms. Patricia Cummins be appointed to the Fiscal and Environment Select Committee, AND

For Mr. Paul Henry and Mr. Will Carrilho to be re-appointed to the Board of Variance, AND

For staff to advertise for members for the Fiscal and Environment Committee, The Board of Variance and Advisory Planning Commission members in both the local paper and in the Highland Newsletter and that the applicants be thanked for their submissions and advised of the status of their submissions.

CARRIED

6. INTRODUCTION OF LATE ITEMS7. UNFINISHED BUSINESS

- 1) Memo – Chief Administrative Officer – January 22, 2008
RE: MUNICIPAL OFFICE HOURS

MOTION: 34 / 2008
MOVED BY: COUNCILLOR BROTHERSTON
SECONDED: COUNCILLOR MENDUM

THAT Council endorses the continued hours of operation at the municipal office between the hours of 8:30 and 4:00 pm, expanding to 8:00 am to 4:30 pm for the month of June.

CARRIED

- 2) Memo – Chief Administrative Officer – January 28, 2008
RE: GRANT IN AID POLICY

Councillor Mendum thanked the Fiscal and Environment Committee for assisting with this project and staff for tying it all together.

Councillor Fall commented on the proposed policy and stated it is important to keep the length of the application as short as possible.

MOTION: 35/ 2008
MOVED BY: COUNCILLOR BROTHERSTON
SECONDED: COUNCILLOR MENDUM

THAT Council approve the Grant in Aid Policy and that the policy be reviewed next year to confirm it is successful.

CARRIED

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- 3) Memo – Chief Administrative Officer – January 22, 2008
RE: GAS TAX INNOVATIONS FUND FUNDING AGREEMENT -
GROUNDWATER MONITORING PROGRAM

MOTION: 36 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR BROTHERSTON

THAT Council approve the Innovations Fund Funding Agreement for the Groundwater Monitoring Project and that the Mayor and Deputy Corporate Officer be authorized to execute the agreement on behalf of the District of Highlands.

CARRIED

- 4) Memo – Deputy Corporate Officer – January 30, 2008
RE: COUNCIL RESOLUTION 424/07

MOTION: 37/ 2008
MOVED BY: COUNCILLOR MENDUM
SECONDED: COUNCILLOR FALL

THAT Council approve an additional letter be forwarded to the Ministry of Environment to confirm the District of Highlands support for the initiative of the Water Highway BC, BC Water Quantity Monitoring Network – Strategic Plan Development and further to suggest that the Ministry of Environment should be responsible for coordinating and managing the data collected.

CARRIED

- 5) Memo – Chief Administrative Officer – January 28, 2008
RE: ESTABLISHMENT OF A SUSTAINABILITY TASK FORCE

Michael Bocking, 405 Hazlitt Road, addressed Council stating he believes that there is a strong relationship between this task force and the already establish Community Hall Task Force and the Groundwater Task Force and believes there should be liaison between these task forces.

MOTION: 38/ 2008
MOVED BY: COUNCILLOR MENDUM
SECONDED: COUNCILLOR FALL

THAT Council request recommendations from the Fiscal Environment Select Committee on terms of reference, number of members and proposed time line for the proposed Sustainability Task Force.

8. CORRESPONDENCE

- a) LETTER – WEST SHORE CHAMBER OF COMMERCE - January 21, 2008
RE: WEST SHORE BRANDING SUPPORT
- b) LETTER – ROYAL VICTORIA YACHT CLUB – January 18, 2008
RE: DONATION TO TOWER REPLACEMENT FUND
- c) LETTER – DVBA – January 22, 2008
RE: SUPPORT REQUEST
- d) AVICC – January 22, 2008
RE: AVICC RESOLUTION DEADLINE
- e) RESOLUTION - CITY OF LANGLEY
RE: MUNICIPAL FISCAL IMBALANCE
- g) LETTER – R.D. BETKER, CHIEF SUPERINTENDENT – December 19, 2007
RE: BROWN TASK FORCE REPORT

MOTION: 39 / 2008
MOVED BY: COUNCILLOR WILLIAMS
SECONDED: COUNCILLOR MENDUM

THAT correspondence a), b), c), d), e) and g) be received for information.

CARRIED

- f) LETTER – PETER JULIAN, MP (BURNABY – NEW WESTMINSTER) – January 7, 2008
RE: POLYBROMINATED DIPHENYL ETHERS (PBDEs)

MOTION: 40 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR WILLIAMS

THAT staff determine if a letter of support had previously been sent and if this letter of support does exist, that it be forwarded with this letter to the Fiscal and Environment Committee for recommendation and possible follow up.

CARRIED

- h) UBCM – INVITATION TO APPLY FOR FUNDING UNDER THE GENERAL
STRATEGIC PRIORITIES FUND AND INNOVATIONS FUND PROGRAM

MOTION: 41 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR MENDUM

THAT this item be forwarded to the Fiscal and Environment Select Committee for recommendation on any possible funding opportunities.

CARRIED

Correspondence for Action

- i) LETTER - WEST SHORE PARKS AND RECREATION SOCIETY
RE: 2008 BUDGET

MOTION: 42 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR BROTHERSTON

THAT Council approve the proposed West Shore Parks and Recreation Society 2008 Budget.

CARRIED

MOTION: 43 / 2008
MOVED BY: COUNCILLOR MENDUM
SECONDED: COUNCILLOR WILLIAMS

THAT this item be brought back to the next Council meeting (February 18, 2008) under unfinished business to discuss certain items of the budget.

CARRIED

- j) LETTER – MINISTRY OF ENVIRONMENT
RE: GROUND WATER MONITORING

MOTION: 44 / 2008
MOVED BY: COUNCILLOR MENDUM
SECONDED: COUNCILLOR FALL

THAT Council support the recommendations in the Letter from Sylvia Kenny, Ground Water Protection Officer, dated January 28, 2008 including funding the program, if required, AND further that staff be directed to contact the Fire Department to determine the use of the well in question.

CARRIED

9. BYLAWS

- 1) Memo – Chief Administrative Officer – January 28, 2008
BYLAW – DISTRICT OF HIGHLANDS BYLAW NO. 300 TO REGULATE ROADS AND TRAFFIC
RE: PROPOSED ROADS AND TRAFFIC REGULATION BYLAW NO. 300

MOTION: 45 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR MENDUM

THAT this item be referred to the next Council Meeting (February 18, 2008).

CARRIED

10. NEW BUSINESS

- 1) Memo – Building Inspector – January 25, 2008
RE: 1653 MILLSTREAM ROAD – BUILDING BYLAW INFRACTION

MOTION: 46 / 2008
MOVED BY: COUNCILLOR BROTHERSTON
SECONDED: COUNCILLOR FALL

THAT the District of Highlands Deputy Corporate Officer file a notice with the Land Title and Survey Authority of BC stating that a Resolution has been made under Section 57 of the Community Charter by the Council relating to the property legally described as Lot 2, Section 31, Highlands District, Plan 38417, PID 001-028-979 having a civic address of 1653 Millstream Road, and that further information respecting the Resolution may be inspected at the District Office during regular office hours

CARRIED

- 2) MEMO – Chief Administrative Officer - January 25, 2008
RE: ROADSIDE TRAILS

Michael Bocking, 405 Hazlitt Road, addressed Council and spoke of the many details that have to be addressed when designing roadside trails.

MOTION: 47 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR WILLIAMS

THAT staff solicit proposals for Integrated Trail Planning with the ultimate goal being to prepare data for the March 2009 intake for the LocalMotion grant.

CARRIED

- 3) MEMO – Chief Administrative Officer - January 23, 2008
RE: WHISTLE BLOWER POLICY

MOTION: 48 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR WILLIAMS

THAT Council adopt Whistle Blower Policy Section III – 1700 – 10.

CARRIED

- 4) REPORT SUMMARY - January 28, 2008
RE: WEST SHORE TRAM LINE ASSESSMENT

MOTION: 49 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR WILLIAMS

THAT Council direct staff to forward a letter of support to the Community Commuter Rail via Mr. Rob Buchan, Chief Administrative Officer for the City of Langford.

CARRIED

MOTION: 50 / 2008
MOVED BY: COUNCILLOR FALL
SECONDED: COUNCILLOR MENDUM

THAT this item be forwarded to the Community Infrastructure and Services Committee for feedback and possible implications to the District of Highlands.

CARRIED

11. ADJOURNMENT

MOTION: 51/ 2008
MOVED BY: COUNCILLOR WILLIAMS
SECONDED: COUNCILLOR BROTHERSTON

THAT the Council meeting of February 4, 2008 adjourn at 8:37 p.m. and that the meeting be closed to the public and convene In-Camera under the authority of the *Community Charter* Section 90 (1)(c) to discuss personnel matters and labour relations and Section 90 (m) to discuss treaty negotiations.

CARRIED

Acting Mayor

Deputy Corporate Officer