

**DISTRICT OF HIGHLANDS**  
**REGULAR COUNCIL AGENDA**  
**MONDAY, JANUARY 20, 2003 - 7:30 P.M.**  
**CALEB PIKE HOUSE**  
**1589 MILLSTREAM ROAD**

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**1. PETITIONS AND DELEGATIONS**

- a) Letter from MGE Consultants Ltd. – Current Status of Lot 1, Section 5, Range 3W, Highland District (GARY MARTIN IN ATTENDANCE) Pg. 1
- b) Memorandum from the Manager, Administrative Services West Shore Parks and Recreation Society Re: Restated 2002 Budget and 2003 Budget (MONTY HOLDING AND MARY TURNER IN ATTENDANCE) Pg. 7
- c) Highlands Bulletin Board System (BBS) Status Report (MICHAEL KRISTIANSEN IN ATTENDANCE) Pg. 43

**2. ADOPTION OF THE MINUTES**

- a) Minutes of the Regular Council Meeting held January 6, 2003 Pg. 53

**3. BUSINESS ARISING FROM THE MINUTES**

**4. REPORTS**

- a) Committee Reports
  - i) Administration and Finance
    - Administration and Finance Advisory Committee Re: Minutes of the Meeting held December 10, 2002 Pg. 59
  - ii) Environment
  - iii) Parks and Recreation
    - Parks and Recreation Advisory Committee Re: Minutes of the Meetings held December 9, 2002 and January 13, 2003 Pg. 61
    - Parks and Recreation Advisory Committee Recommendation Re: Grant-in-aid for Highland Heritage Park Society Pg. 65
  - iv) Protective Services
  - v) Roads
  - vi) Trails
    - Trails Advisory Committee Re: Minutes of the Meeting held November 27, 2002 Pg. 67

vii) Planning and Zoning

- Advisory Planning Commission  
Re: Minutes and Recommendations from the Meeting  
Held January 8, 2003 Pg. 69

b) Mayor's Report

**5. CORRESPONDENCE**

- a) Correspondence from Karen Knott  
Re: Draft Official Community Plan Pg. 77
- b) Correspondence from Will Carrilho and Isabelle Poirier  
Re: Draft Official Community Plan Pg. 81
- c) Correspondence from Highlands Association of Large Lot Owners  
Re: Draft Official Community Plan Pg. 83
- d) Correspondence from Evelyn Samuel  
Re: Draft Official Community Plan Pg. 85
- e) Correspondence from Kent and Rosa Willner  
Re: Draft Official Community Plan Pg. 87

**6. BYLAWS**

**7. NEW BUSINESS**

- a) Memorandum from the Administrator  
Re: Liability Insurance Pg. 89
- b) Revenue and Expense Summary Report – December 31, 2002 Pg. 95
- c) Building Report for December 2002 Pg. 103
- d) 2003 UBCM Membership Dues Pg. 105
- e) Monthly Reminder – Outstanding Referrals Pg. 109
- f) Letter from the Cowichan Valley Safer Futures Program  
Re: Resource Manual and Survey on Local Governments and Women's  
Safety Pg. 129

**8. OTHER BUSINESS**

- a) Memorandum from the Deputy Clerk  
Re: Revised Highland Parks and Recreation Association  
2003 Master Plan Pg. 137

**9. ADJOURNMENT**