

**DISTRICT OF HIGHLANDS  
REGULAR COUNCIL MEETING  
AGENDA  
April 18, 2005 AT 7:00 P.M.**

**CALEB PIKE HOUSE  
1589 MILLSTREAM ROAD**

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- **PLEASE BRING GREATER VICTORIA LIBRARY BOARD BUDGET PREVIOUSLY DISTRIBUTED**

**1. APPROVAL OF THE AGENDA**

**2. ADOPTION OF THE MINUTES**

- a) Minutes of the Regular Council Meeting held on April 4, 2005 Pg. 1  
**Recommended Action: Adoption as circulated.**
- b) Minutes of the Committee of the Whole Meeting (Policies and Priorities) Pg. 25  
held on April 11, 2005  
**Recommended Action: Adoption as circulated.**

**3. INTRODUCTION OF LATE ITEMS**

**4. PETITIONS AND DELEGATIONS**

- a) Ingo Lambrecht and Sylvia Kenny Presentation  
Re: Groundwater Baseline Study – District of Highlands **Pages 19 - 24**
- b) Darren Hutchinson Presentation  
Re: Wild land Urban Interface Hazard Mapping Pilot Project Pg. 29

**5. UNFINISHED BUSINESS**

- a) Report – Building Inspector Pg. 35  
Re: Development Variance Permit Application No. DVP-02-05  
**Recommended Action: Approval**
- b) Report – Building Inspector Pg. 43  
Re: Development Variance Permit Application DVP-03-05  
**Recommended Action: Approval**
- c) Report – Building Inspector Pg. 57  
Re: Development Variance Permit Application DVP-04-05  
**Recommended Action: Approval**
- d) Letter – Kevin and Mary-Jayne Smith Pg. 65  
Re: Request for New Road Name  
**Recommended Action: Approval of “Talon Ridge” Road Name**

• **PLEASE BRING GREATER VICTORIA LIBRARY BOARD BUDGET PREVIOUSLY DISTRIBUTED**

- e) Letter – Greater Victoria Public Library Pg. 67  
Re: Preliminary Five-Year Financial Plan for the Greater Victoria Public Library  
**Recommended Action:** Receive for Information
- i) Reconsideration of Greater Victoria Library Board Budget

**6. REPORTS OF COMMITTEES, COMMITTEE OF THE WHOLE & COMMISSIONS**

- a) Committee Reports
- i) Advisory Planning Commission
  - ii) Capital Regional Board
  - iii) CREST
  - iv) Emergency Planning Committee
  - v) Greater Victoria Family Court Committee
  - vi) Inter-Municipal Committee on Disability Issues
  - vii) Solid Waste Advisory Committee
  - viii) Western Communities Policing Advisory Committee
  - ix) West Shore Parks and Recreation Society's Board of Directors
- b) Mayor's Report
- i) Greater Victoria Public Library Board
  - ii) CRD Arts Committee

**7. CORRESPONDENCE**

Correspondence to receive for Information:

- a) Letter – Dr. Keith Martin Pg. 77  
Re: Support for Highlands' application for  
BC Water Improvement Program Funding  
**Recommended Action:** Receive for Information
- b) Letter – Municipal Finance Authority of BC Pg. 79  
Re: Municipal Finance Authority (MA) Spring Debenture Issue  
**Recommended Action:** Receive for Information
- c) Letter - District of Metchosin Pg. 81  
Re: Preservation of Significant Green Space with the District of Metchosin  
**Recommended Action:** Receive for Information
- d) Letter - CRD (Mark Hornell, Director – Regional Planning Services) Pg. 83  
Re: Housing Trust Fund Grant in Aid  
**Recommended Action:** Receive for Information

- e) Letter – D.G. Regan and Associates Ltd. – Environment Services Pg. 85  
Re: 2005 West Nile Virus Prevention Initiative  
**Recommended Action:** Receive for Information
- f) Letter – Royal Canadian Mounted Police Pg. 93  
Fallen Members' Condolences  
**Recommended Action:** Receive for Information
- g) Letter – Western Communities Youth Centre Society Pg. 95  
Re: Thanks for Support  
**Recommended Action:** Receive for Information

Correspondence Requiring a Recommendation:

- h) Letter – Canadian Association of Home & Property Inspectors Pg. 97  
Re: BC Home and Property Inspection Industry Standards, Request  
For Letter of Support  
**Recommended Action:** Provide Letter of Support
- i) Emergency Program Pg. 101  
Re: Request to hold Amateur Radio Field Day in the Highlands

**8. BYLAWS**

- a) Board of Variance Bylaw No. 248, 2005 Pg. 105  
**Recommended Action:** Adoption
- b) Report – Municipal Clerk (File No. 0655-20) Pg. 111  
Re: CRD Amendment Bylaw "Animal Regulation and Impounding Bylaw No. 1, 1986"  
**Recommended Action:** Approval of CRD Bylaw
- c) "The District of Highlands General Local Government Election Bylaw No. 253, 2005" Pg. 121  
**Recommended Action:** Adoption
- d) Report – Municipal Clerk Pg. 123  
"Highlands Zoning Amendment Bylaw No. 255, 2005" (Swimming Pool Definition)  
**Recommended Action:** First and Second Reading and proceed to Public Hearing
- e) Report – Municipal Clerk Pg. 129  
"District of Highlands Bylaw No. 36 to Regulate Roads and Traffic Amendment  
Bylaw No. 256, 2005"  
**Recommended Action:** First, Second and Third Reading

**9. NEW BUSINESS**

- a) Report - Building Inspector Pg. 133  
Re: Development Variance Permit Application No. DVP-05-05  
Strata Lot 6, Plan VIS5080, Section 4, Range 4 West, Highland District  
**Recommended Action:** Issue Notification

- b) Report – Building Inspector Pg. 137  
Re: Development Variance Permit Application No. DVP-06-05  
Lot 18, Section 28/35, Plan VIP76681 (1469 Red Cedar Court)  
**Recommended Action:** Issue Notification
- c) Report - Building Inspector Pg. 143  
Re: Building report for March 2005  
**Recommended Action:** Receive for Information
- d) Report – Municipal Clerk Pg. 145  
Re: Required Repair Work – Highlands’ Bridges  
**Recommended Action:** Authorization
- e) Report - CRD Monthly Animal Control Reports Pg. 159  
**Recommended Action:** Receive for Information

10. **ADJOURNMENT**

- a) Resolution to Convene to In-Camera Meeting Pg. 169  
Recommended Action: Adjourn the Regular Meeting and that the meeting  
be closed to the public and convened to “In-Camera” under Section 90 of the  
Community Charter to deal with matters relating to the following:  
  
Legal Issue