

**DISTRICT OF HIGHLANDS  
REGULAR COUNCIL MEETING AGENDA  
December 19, 2005 AT 7:00 P.M.**

**CALEB PIKE HOUSE  
1589 MILLSTREAM ROAD**

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**1. APPROVAL OF THE AGENDA**

**2. ADOPTION OF THE MINUTES**

- a) Minutes of the Inaugural Council Meeting dated December 5, 2005  
**Recommended Action:** Adoption

Pg. 1

**3. INTRODUCTION OF LATE ITEMS**

**4. PETITIONS AND DELEGATIONS**

**5. UNFINISHED BUSINESS**

- a) Highlands Parks and Recreation Association Agreement  
**Recommended Action:** Approve the 2006 Master Plan

Pg. 11 &  
Separate Enclosure

- b) Highland Heritage Park Society Master Plan 2006  
**Recommended Action:** Approve the 2006 Master Plan

Pg. 13 &  
Separate Enclosure

- c) Memo from Administrator, dated December 14, 2005  
Re: Council Orientation Session in Nanaimo, January 25 – 27, 2006

Pg. 15

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

a) Committee Reports

- i) Advisory Planning Commission
- ii) Community Energy Planning Steering Committee
- iii) Emergency Planning Committee
- iv) Greater Victoria Family Court Committee
- v) Inter-Municipal Committee on Disability Issues
- vi) Solid Waste Advisory Committee
- vii) Western Communities Policing Advisory Committee
- viii) West Shore Parks and Recreation Society's Board of Directors

b) Mayor's Report

- i) Greater Victoria Public Library Board
- ii) Arts Committee
- iii) Capital Regional Board
- iv) CREST

## 7. CORRESPONDENCE

Correspondence to be receive for Information:

- a) Letter from Highlands Firefighters Association, dated December 9, 2005  
Re: Santa Run on December 17, 2005 Pg. 17
- b) Letter from UBCM, Brenda Gibson, General Manager, New Deal Management Services  
Re: Community Works Fund Agreement Pg. 19
- c) Letter from UBCM, Jared Wright, dated November 22, 2005  
Re: Riparian Areas Regulation – Implementation Status Pg. 21
- d) Letter from Mike Wise, Project Manger, Sea Breeze Victoria, dated December 8, 2005  
Re: Sea Breeze Transmission Projects – Update Pg. 25
- e) Letter from Greater Victoria Public Library, dated November 28, 2005  
Re: Five Year Financial Plan for the GVPL Pg. 29
- f) Letter from Kelly Daniels, CAO, Capital Regional District of Highlands  
Re: District of Highlands’ Regional Context Statement Pg. 31

Correspondence requiring Action:

- h) Letter – Elaine Limbrick, dated November 17, 2005  
Re: To Nominate Sandy McPherson for the Highlands Medal Pg. 33
- i) Letter – Eric Bonham, dated December 14, 2005  
Re: Water Conservation on the Island Pg. 35

## 8. BYLAWS

- a) Highlands Zoning Amendment Bylaw No. 265, 2005 Pg. 39  
641 Millstream Lake Road
- b) District of Highlands Parks Reserve Fund Expenditure Bylaw No. 279, 2005 Pg. 55  
**Recommendation:** First Three Readings
- c) Revenue Anticipation Borrowing Bylaw No. 280, 2005 Pg. 57  
**Recommendation:** First Three Readings
- d) Five Year Financial Plan Amendment Bylaw No. 281, 2005 Pg. 59  
**Recommendation:** First Three Readings

**9. NEW BUSINESS**

- a) Memo from Administrator, dated December 13, 2005 Pg. 65  
Re: Cancel January 3, 2006 Council Meeting
- b) Memo from Administrator, dated December 14, 2005 Pg. 67  
Re: Recommendations Required for CREST
- c) Memo from Administrator, dated December 8, 2005 Pg. 101  
Re: Tree Removal Policy
- d) Memo from Administrator, dated December 14, 2005 Pg. 103  
Re: Maintenance Contract for the Bicycle Jump
- e) Email from Councillor Mahovlich Pg. 105  
Re: Malahat Study
- f) Memo from Planner, dated December 8, 2005 Pg. 107  
Re: Rezoning / OCP Amendment Application – Lot C, VIP76070, Section 30 and 74  
**Recommended Action:** Council defer the application pending approval of the OCP
- g) Memo from Building Official, dated December 14, 2005 Pg. 109  
Re: Building Report for November  
**Recommended Action:** Receive for Information

**10. ADJOURNMENT**

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