

**DISTRICT OF HIGHLANDS  
REGULAR COUNCIL MEETING AGENDA  
February 5, 2007 at 7:00 P.M.**

**CALEB PIKE HOUSE  
1589 MILLSTREAM ROAD**

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**1. APPROVAL OF THE AGENDA**

**2. PETITIONS AND DELEGATIONS**

**3. ADOPTION OF THE MINUTES**

- a) Minutes of the Regular Council Meeting dated January 22, 2007 Pg. 1  
**Recommended Action:** Adoption
- b) Minutes of the Community Hall Task Force Adhoc Committee dated December 5, 2006 Pg. 9  
**Recommended Action:** Receive for Information

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

- a) Committee Reports
- i) Advisory Planning Commission (Cllr. Brotherston)
  - ii) CRD Arts Committee (Cllr. Fall)
  - iii) Community Energy Planning Steering Committee (Cllr. Williams)
  - iv) Emergency Planning Committee (Cllr. Fall)
  - v) CRD Environment Committee (Cllr. Mendum)
  - vi) Greater Victoria Family Court Committee (Cllr. Mahovlich)
  - vii) Greater Victoria Public Library Board (Cllr. Kadar)
  - viii) Inter-Municipal Committee on Disability Issues (Cllr. Kadar)
  - ix) Solid Waste Advisory Committee (Cllr. Kadar)
  - x) Western Communities Policing Advisory Committee (Cllr. Mendum)
  - xi) Groundwater Task Force (Cllr. Mahovlich)
- b) Mayor's Report
- i) Capital Regional Board
  - ii) CREST
  - iii) West Shore Parks and Recreation Society's Board of Directors
  - iv) West Shore Economic and Development Association

**5. RATIFICATION OF COMMITTEE RECOMMENDATIONS**

- a) Rise and Report from January 22, 2007, In-Camera Meeting Pg. 11  
Re: Council Appointments to the Council Select Committees

**6. INTRODUCTION OF LATE ITEMS**

**7. UNFINISHED BUSINESS**

- a) Memo from C. Leek Building Official, dated January 24, 2007 Pg. 13  
Re: Community Mailbox Shelters
- b) Memo from Chris Coates, CAO, dated January 31, 2007 Pg. 23  
Re: Community Hall Task Force

7. **UNFINISHED BUSINESS continued**

- c) Memo from Chris Coates, CAO, dated January 12, 2007  
Re: Strategic Planning Issues Pg. 29

8. **CORRESPONDENCE**

Correspondence to Receive for Information:

- a) Letter from Mara Dhillon, *et al*, dated January 31, 2007  
Re: The Community and Council of the District of Highlands Pg. 33
- b) Letter from Brenda Binnie, President of Local Government Program Services, UBCM  
dated January 23, 2007  
Re: 2006 Community Wildfire Protection Planning Grant Application Pg. 35
- c) Letter from Ken Cameron, CEO of the Homeowner Protection Office  
Re: Green Buildings, Green Roofs and Homeowner Protection in BC Pg. 37

Correspondence for Action

- d) Letter from Barbara Giuliany, 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 Pg. 41
- e) Letter from David Carson, BC/Yukon Royal Canadian Legion Campaign Office  
dated January 18, 2007  
Re: Request for Donation – War Service Recognition Book Pg. 45

9. **BYLAWS**

10. **NEW BUSINESS**

- a) Letter from Richard Taylor, Executive Director, UBCM, dated January 3, 2007  
Re: 2007 UBCM Membership Dues Pg. 49  
**Recommended Action:** Approve Payment of 2007 UBCM Membership Dues
- b) Memo from Chris Coates, CAO, dated February 1, 2007  
Re: Annual CAO Forum Pg. 53  
**Recommended Action:** Approve CAO Attendance
- c) Letter from Mark Johnson, Administrator, WSP&R Society, dated January 26, 2007  
Re: Partnership Renewal Pg. 55  
**Recommended Action:** Approve Proposed Amendments
- d) Memo from C. Leek, Building Official, dated January 31, 2007  
Re: Building Report for January 2007 Pg. 57  
**Recommended Action:** Receive for Information

11. **ADJOURNMENT**

- a) Adjourn the Regular Council Meeting 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).