

**DISTRICT OF HIGHLANDS  
REGULAR COUNCIL MEETING AGENDA  
June 18, 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 held June 4, 2007 pg. 1  
**Recommended Action:** Adoption
- b) Minutes of the Committee of the Whole Meeting held June 11, 2007 pg.7  
**Recommended Action:** Adoption
- c) Draft Minutes of the Community Infrastructure and Services Select Committee held May 23, 2007 pg.11  
**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) Greater Victoria Family Court Committee (Cllr. Mahovlich)
  - vi) Greater Victoria Public Library Board (Cllr. Kadar)
  - vii) Inter-Municipal Committee on Disability Issues (Cllr. Kadar)
  - viii) Solid Waste Advisory Committee (Cllr. Kadar)
  - ix) Western Communities Policing Advisory Committee (Cllr. Mendum)
  - x) Groundwater Task Force (Cllr. Mahovlich)
  - xi) CREST )Cllr. Fall
  - xii) CRD Water (Cllr. Brotherston)
  - xiii) Juan de Fuca Water (Cllr. Brotherston)
- b) Mayor's Report
  - xiv) CRD Board
  - xv) CRD Committees
  - xvi) West Shore Parks and Recreation Society's Board of Directors
  - xvii) West Shore Economic and Development Association

**5. RATIFICATION OF COMMITTEE RECOMMENDATIONS**

- a) KPMG Report on Financial Impact of Proposed Bear Mountain Development:
  - i) THAT Staff report on the options regarding the establishment of local Service (specified) areas.

ii) THAT Staff report on the issue of potential voter rights for owners/tenants of fractional ownership units.

iii) THAT Staff recommend as to how to utilize the model established in the KPMG Report for financial planning purposes.

b) Pending Projects List – June 7, 2007.

THAT the Pending Projects List for June 7, 2007 be received.

c) Municipal Office Hours

THAT Council approve a change in office hours to 8:30 a.m. to 4:00 p.m. effective July 2, 2007 and that the hours be expanded to 8:00 a.m. to 4:30 p.m. for the month of June each year. Further that the change be on a trial basis for six months and that Staff develop opportunities for accommodating persons who cannot conduct business during these hours as well as feed back on the new office hours.

d) Line Painting

THAT Council approve an additional road maintenance item for centre line painting on Millstream and Munn Roads.

e) Rise and Report from In-Camera

i) Appointment of Deputy Corporate Officer

THAT Tina Neurauter be appointed as Deputy Corporate Officer subject to The terms and conditions of the employment agreement.

ii) Advisory Planning Commission Appointments.

THAT Council appoint Marcie McLean, Eleanor Raynor, Colleen Robertson And Andy Stewart to the Advisory Planning Commission for two year terms.

6. **INTRODUCTION OF LATE ITEMS**

7. **UNFINISHED BUSINESS**

- a) Memorandum from the CAO regarding Committee Structure for Fire Department Issues – June 8, 2007 pg.13  
**Recommended Action:** Approve Recommendation

8. **CORRESPONDENCE**

*Correspondence to Receive for Information*

- a) West Shore Economic Development Association regarding receipt of Raising the Bar Award – June 1, 2007. pg.17  
**Recommended Action:** Receive
- b) Capital Regional District regarding effects of backyard burning – June 7, 2007 pg.19  
**Recommended Action:** Receive
- c) Letter from Peggy Burrell, Linda Bryant, Joe Bryant and Bill Mottram regarding Twinflower Park – June 8, 2007. pg.31  
**Recommended Action:** Receive

Correspondence Requiring Action:

9. **BYLAWS**

- a) Land Use Application Fee Amendment Bylaw No. 299, 2007 pg.35  
**Recommended Action:** That Council give Bylaw first three readings

10. **NEW BUSINESS**

- a) Capital Regional District regarding appointment Animal Control Officers. Pg.39  
**Recommended Action:** Appoint Barrie Bude
- b) Building Official Report for May 2007. pg.41  
**Recommended Action:** Receive for Information
- c) Memorandum from the Planner regarding Preliminary Land Use Referral from Cowichan Valley Regional District regarding Development of Bamberton Lands. pg.43  
**Recommended Action:** Approve recommendation
- d) In-Camera Meeting  
That Council convene an In-Camera Meeting Pursuant to Community Charter  
Sections:  
i) 90 (1) (e) Potential Land acquisition  
ii) 90 (1) (a) Community Infrastructure and Services Select Committee Appointments/

11. **ADJOURNMENT**

- a) Adjourn the Regular Council Meeting.