



# DISTRICT OF HIGHLANDS

## NOTICE OF REGULAR COUNCIL MEETING

Monday, July 9, 2007 @ 7:00 P.M.  
Caleb Pike House, 1589 Millstream Road

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### A G E N D A

**1. APPROVAL OF THE AGENDA**

**2. PETITIONS AND DELEGATIONS**

**3. ADOPTION OF THE MINUTES**

**Adopt:**

- a) Regular Meeting of Council – June 18, 2007 pg. 1
- b) Special Meeting of Council – June 25, 2007 pg. 9
- c) Committee of the Whole – June 25, 2007 pg. 12

**Receive:**

- d) Community Infrastructure and Services Select Committee – March 28, 2007 pg. 35
- e) Community Infrastructure and Services Select Committee – May 23, 2007 pg. 39
- f) **Draft** Community Infrastructure and Services Select Committee – June 20, 2007 pg. 41
- g) Fiscal and Environmental Select Committee – April 25, 2007 pg. 46
- h) **Draft** Fiscal and Environmental Select Committee – June 13, 2007 pg. 53

**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**

**i) COMMITTEE OF THE WHOLE– June 25, 2007**

- a) **THAT** the 2006 Annual Report be received.
- b) **THAT** the following Grant in Aid amounts be recommended for approval:

Capital Regional Housing	\$ 1,000.00
Greater Victoria Film Commission	\$ 200.00
Highland Heritage Park Society	\$ 2,000.00
Intermunicipal Advisory Committee on Disability Issues	\$ 200.00
Juan de Fuca Arts & Crafts Guild	\$ 200.00
Lakewood Elementary	\$ 000.00
Legion – Prince Edward Branch No. 91	0.00
Legion-BC/Yukon Branch	0.00
Need Crisis and Info-Line	\$ 500.00
Vancouver Island International Children’s Festival	\$ 1,000.00
Victoria BMX 2007 World Championship Society	0.00
West Shore Arts Council	\$ 1,000.00
West Shore Economic Development Association	\$ 2,000.00

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**TOTAL \$9,1000.00**

- c) **THAT** the line item for FIRE HYDRANT/TANK MAINTENANCE be moved to the District of Highlands projects list with a priority to address the three ponds in the District of Highlands that have an immediate requirement for tanked water and further to put a time frame on this installation of less than 90 days.
- d) **THAT** the budget be approved.

**ii) COMMUNITY INFRASTRUCTURE AND SERVICES ADVISORY COMMITTEE – June 20, 2007**

- a) **THAT** the District of Highlands support the motion in the letter from Mayor Derek Corrigan and the motion be sent to UBCM.
- b) **THAT** the original logo of the District of Highlands be used on the flag and that the words “District of Highlands” be included.
- c) **THAT** the District of Highland apply for funding to produce engineering design specifications for a trail along lower Millstream Road from Millstream Lake Road to the municipal boundary in the south.
- d) **THAT** the District of Highland apply for funding to study the feasibility of storm water management by building retention ponds throughout the Highlands. This would capture the huge winter runoff, provide fire protection ponds throughout the district, and add to biodiversity.
- e) **THAT** the Community Infrastructure and Services Select Committee meet regularly on the second Wednesday of the month at 7:30 pm except for July and August.

**iii) FISCAL & ENVIRONMENTAL SELECT COMMITTEE – June 13, 2007**

- a) **THAT** FESC recommends a flag with the District of Highlands logo only (graphic) with no print as demonstrated in the modified attached example, with a sky blue background.
- b) **THAT** the FESC recommends:
1. Council endorse the resolution contained in Section 4.1 of the City of Burnaby Report;
  2. The resolution be sent to the UBCM and FCM for consideration at the 2007 UBCM and FCM conventions; and
  3. That the City of Burnaby report be sent to UBCM members and to FCM members with a request to distribution to the Provincial Minister of Environment, Federal Minister of Environment, and to District of Highland's MLA's and MP's to request support for the resolution, as outlined in the City of Burnaby report.
- c) **THAT** FESC recommends to Council that application for the grant program be done for engineering specification on construction of roadside trails in the Highlands with priority given to Millstream Road.
- d) **That** the FESC advises Council that they believe that the current Highlands' Policy regarding Grants In Aid requires some updating, and some amendments. They also recommend that an application form for the public to be completed when applying for a Grant In Aid would create a level ground for applicants. The FESC offers to review the current Grant In Aid Policy and prepare a report to Council and staff, together with a potential DRAFT Grant In Aid public application form for Council's consideration.

**iv) RISE AND REPORT FROM IN CAMERA – June 18, 2007**

- a) **THAT** Council appoint Andy Stewart and Eleanor Rayner to the Community Infrastructure and Services Select Committee. pg. 61

**6. INTRODUCTION OF LATE ITEMS**

**7. UNFINISHED BUSINESS**

- a) **Memo – Chief Administrative Officer – June 29, 2007** pg. 62  
RE: CITY OF LANGFORD INTERMUNICIPAL SERVICING BYLAW FOR CITY OF LANGFORD  
(BEAR MOUNTAIN) SEWER MAIN – HANINGTON ROAD TO MILLSTREAM ROAD  
**Recommended Action:** Approve Recommendation

**8. CORRESPONDENCE**

**Correspondence to Receive for Information**

- a) UBCM NOTICE – 2007 Resolutions Deadline – June 30, 2007 pg. 79
- b) Letter - Vancouver Island Health Authority Regarding Appropriate Funding Levels HIV/AIDS June 6, 2007 pg. 80
- c) Letter – Town of View Royal Regarding Proposed Waste Water Treatment Facility June 21, 2007. pg. 82
- d) Letter – Peter Dixon Regarding Sustaining CRD Water Supply – June 25, 2007 pg. 83
- e) Letter – Town of View Royal Regarding Railway Safety Act Review - May 29, 2007 pg. 85
- f) Letter – Highland District Community Association – Highlands Flag – July 4, 2007 pg. 87

- g) Letter – West Shore Chamber of Commerce & West Shore Economic Development Association Regarding West Shore Branding – June 14, 2007 pg. 89
- h) Letter – Hugh Shillings Regarding Motorcycles – July 4, 2007 pg. 90
- i) Letter - Peggy Burrell, Linda Bryant, Joe Bryant and Bill Mottram Regarding Twinflower Park – July 4, 2007. pg. 91

**Correspondence Requiring Action:**

- j) Letter – Sooke Schools - Regarding Youth Health Clinic at Belmont Secondary – May 30, 2007 pg. 93
- k) UBCM NOTICE – Phase 2 – Community Tourism Funding – June 29, 2007 pg. 99
- l) Letter – Association of BC Forest Professionals – Nominate your community to be the 2008 Forest Capital of BC – June 27, 2007 pg. 105
- m) Letter – Highland District Community Association – Emergency Preparedness Forum July 4, 2007 pg. 109

**9. BYLAWS**

- a) i) **Memo – Planner – July 4, 2007** pg. 112  
Waiving Development Permit Fee for Interface Fire Purposes – Bylaw No. 299
- Bylaw No. 299, 2007 Land Use Application Fee Amendment Bylaw** pg. 113  
**Recommended Action:** That Council give Bylaw FINAL reading

**10. NEW BUSINESS**

- a) **Building Official Report for June 2007** pg. 115  
**Recommended Action:** Receive for Information
- b) **Memorandum – Chief Administrative Officer – June 29, 2007** pg. 117  
RE: REGIONAL GROWTH STRATEGY AMENDMENT – HIGHLANDS SERVICING AREA  
**Recommended Action:** Approve Recommendation
- c) **Report – Planner – July 3, 2007** pg. 122  
RE: WEST NILE VIRUS AND PROVINCIAL FUNDING PROGRAM  
**Recommended Action:** Approve recommendation
- d) **Report – Planner – July 4, 2007** pg. 134  
RE: PROVINCIAL REFERRAL REQUEST – PRIVATE MOORAGE APPLICATION – WILLIS POINT  
**Recommended Action:** Approve recommendation

**11. ADJOURNMENT**

- a) Adjourn the Regular Council Meeting.