



DISTRICT OF HIGHLANDS  
NOTICE OF ELECTRONIC COUNCIL MEETING  
Tuesday, February 22, 2022 @ 7PM  
[https://us06web.zoom.us/j/89244864613?  
pwd=NnNjZGJoMjU1M0lzUFpyRy9kL2hQZz09](https://us06web.zoom.us/j/89244864613?pwd=NnNjZGJoMjU1M0lzUFpyRy9kL2hQZz09)

Meeting ID: 892 4486 4613

Passcode: 217669

Dial In: +1 (778) 907-2071

In-Person Attendance accommodated at the Community Hall - 729  
Finlayson Arm Road

## PUBLIC MEETING ATTENDANCE

Council meetings will be held electronically using the "Zoom" platform. Members of the public wishing to attend electronically are invited to join the electronic meeting using the link provided above.

Electronic attendance is encouraged for safety reasons.

However, members of the public wishing to attend a facility, in person, may do so at the Community Hall located at 729 Finlayson Arm Road, where they will be able to hear the electronic meeting taking place.

Further to members of the public being invited to 'attend' a Council meeting electronically, we encourage you to forward any comments regarding an agenda item in writing via email to: [info@highlands.ca](mailto:info@highlands.ca), or via Canada Post – District of Highlands, 1980 Millstream Road, Victoria, BC V9B 6H1, or by dropping your comments in the mail slot available at the District Office.

## AGENDA

*We acknowledge that we are gathered in the traditional territories of the Lkwungen, Sencoten and Hul'q'umi'num speaking First Nations with whom we are committed to building stronger working relationships.*

### **1. APPROVAL OF THE AGENDA**

### **2. PETITIONS AND DELEGATIONS**

### **3. ADOPTION OF THE MINUTES**

#### **3.1. Council - February 7, 2022**

Recommendation:

Adopt

Documents:

[3.1 - Minutes - Council - February 7.Pdf](#)

#### **3.2. West Shore Parks And Recreation Society - January 20, 2022**

Recommendation:

Receive

Documents:

[3.2 - Minutes - WSPRS - January 20.Pdf](#)

### **4. REPORTS OF COMMITTEES AND COMMISSIONS**

#### **4.1. Councillor Leslie Anderson**

Heritage Select Committee, South Highlands Local Area Plan Task Force,  
South Western Communities Policing Advisory Committee And West Shore  
Parks & Recreation Society

Documents:

[4.1 - Councillor Anderson Update.pdf](#)

**4.2. Councillor Ann Baird**

CRD Climate Action Committee And CRD Housing Trust Fund Commission

**4.3. Councillor Gord Baird**

CRD Regional Water Supply Commission, CRD JDF Water Distribution Commission And Sustainable Land Use Select Committee

**4.4. Councillor Marcie McLean**

Coexisting With Carnivores Alliance And Greater Victoria Family Court And Youth Justice Committee

**4.5. Councillor Karel Roessingh**

Capital Region Emergency Services Telecommunications, CRD Arts And Greater Victoria Public Library Board

Documents:

[4.5 - Councillor Roessingh Update.pdf](#)

**4.6. Councillor Rose Stanton**

Emergency Planning Committee, Intermunicipal Committee on Disability Issues And Social Sustainability Select Committee

**4.7. Mayor's Report**

Documents:

[4.7 - Mayors Report\\_Feb 22.Pdf](#)

**5. RATIFICATION OF COMMITTEE RECOMMENDATIONS**

**6. INTRODUCTION OF LATE ITEMS**

**7. UNFINISHED BUSINESS**

**8. CORRESPONDENCE**

**8.1. Correspondence - West Shore RCMP, February, 2022**

**RE: WEST SHORE RCMP 2021 ANNUAL YEAR END REPORT**

Documents:

[8.1 - Correspondence - West Shore RCMP 2021 Annual Report.pdf](#)

**9. BYLAWS**

**10. NEW BUSINESS**

**10.1. Report, Chief Administrative Officer, January 17, 2022**

**RE: PERIOD 3 ACTIVITY REPORT - SEPTEMBER 1 TO DECEMBER 31, 2021  
- FOR INFORMATION**

Recommendation:  
That The September 1, 2021 To December 31, 2021 Activity Reports Attached To The Report From The Chief Administrative Officer Be Received.

Documents:

10.1 - Report - CAO - 2021 Period 3 Activity Report.pdf  
10.1a- Activity Report Period 3 Sept-Dec.pdf

**10.2. Report, Chief Administrative Officer, February 14, 2022**

**RE: FINANCIAL PLAN REVIEW SCHEDULE**

Recommendation:  
That Council Approve The Above Financial Plan Review Process Schedule And Direct Staff To Give Notice To District Committees And The Public To Enable Public Participation And Consultation.

Documents:

10.2 - Report - CAO - 2022 - Budget And Financial Plan Schedule.pdf

**10.3. Report, Corporate Officer, February 18, 2022**

**RE: COMMUNITY GARDEN MANAGEMENT AGREEMENT - REQUEST FOR AMENDMENT TO USER RULES**

Recommendation:  
That The Parks And Recreation Association's Request For Amendments To Schedule "D" To The Community Garden Management Agreement Be Referred To Staff For Review And Discussion With The Association; And That A Recommendation Be Brought To Council.

Documents:

10.3 - Report - CO - Community Garden User Agreement Amendments.pdf  
10.3a - Parks And Recreation Association Memo.pdf  
10.3b - Garden Rules - Amended Final November 30 2021.Pdf  
10.3c - Community Gardener User Signature 1.Pdf  
10.3d - Correspondence Re Garden Rules Schedule D Proposed Amendments.pdf

**10.4. Report, Fire Chief / Emergency Coordinator, February 16, 2022**

**RE: FIRE DEPARTMENT GRANT OPPORTUNITY - EAST FIRE HALL BACK UP GENERATOR**

Recommendation:  
That Council Authorize Staff To Prepare And Submit An Emergency Operations Centres & Training Grant Application To UBCM On Behalf Of The District, In The Amount Of \$25,000.

Documents:

10.4 - Fire Department Grant Opportunity East Fire Hall Back-Up Generator.pdf

**10.5. Notice Of Motion, Councillor McLean, February 7, 2022 Regular Council Meeting**

**RE: STIPENDS VOLUNTEER FIREFIGHTERS**

*"That Council Direct The District Of Highland's Fire Chief To Provide High Level Information With A Brief Overview Or Information Regarding The Usual*

*Hours Of The Highlands Volunteer Fire Fighters For Responding And Participating In:  
\*Training/Practice Nights (Thursdays)And, For Example: Numbers Of Usual Participants And The Usual Number Of Hours For Practice Nights Until They Are Usually Going Home And, The Current Stipend Per Practice Night,  
\*Call Outs:  
First Responders And,  
Fires (Including Calls Outs That May Go Beyond 2 Hours In Attendance) And,  
The Current Stipend Per Call Out,  
\* Fuel Reimbursement (If Any) For The Above Within Highlands Municipal Boundaries. Is This Currently Being Compensated By The District For The Firefighters?*

*And, Further That The Requested Information Provided From The Fire Chief Be Forwarded To Council's 2022 Budget Discussions."*

Documents:

[10.5 - Notice Of Motion Re Stipends Highlands Vol Firefighters.pdf](#)

#### **10.6. Notice Of Motion, Councillor McLean, February 7, 2022 Regular Council Meeting**

**RE: SIGNAGE MILLSTREAM ROAD**

*"That Highlands Council Direct Staff In Respect To The District's Bylaw No. 300 (A By-Law To Regulate Roads & Traffic Within The District Of Highlands- Section 5.13), To Strengthen The Existing No Parking Signage To Include Tow Away Information For The No Parking Signage(S) On Millstream Rd Specifically In The Areas Of The Panhandle Access Trail Head Into Gowlland Todd Park."*

Documents:

[10.6 - Notice Of Motion Re Signage Millstream.pdf](#)

**11. NOTICE OF MOTION**

**12. MOTION TO MOVE IN CAMERA**

**13. RELEASE OF IN CAMERA RESOLUTIONS**

**14. ADJOURNMENT**