



DISTRICT OF HIGHLANDS
NOTICE OF REGULAR COUNCIL MEETING
Monday, February 19, 2018 @ 7PM
School House, 1589 Millstream Road

AGENDA

1. APPROVAL OF THE AGENDA

2. PETITIONS AND DELEGATIONS

3. ADOPTION OF THE MINUTES

a. Council Minutes - February 5, 2018

Recommendation: Adopt

Documents:

[Minutes - Feb 5.Pdf](#)

b. West Shore Parks And Recreation Society - January 18, 2018

Recommendation: Receive

Documents:

[Minutes - WSPRS - Jan 18.Pdf](#)

4. REPORTS OF COMMITTEES AND COMMISSIONS

a. Councillor Anderson

West Shore Parks And Recreation

b. Councillor A. Baird

Social Sustainability Committee, CRD Climate Action Committee, South Island Prosperity Project

c. Councillor G. Baird

Emergency Planning, Capital Region Invasive Species Partnership, CRD & JDF Water Commission

d. Councillor Burns

Sustainable Land Use Committee, Western Communities Policing Advisory, Greater Victoria Public Library

e. Councillor McLean

Heritage Committee, Greater Victoria Family Court And Youth Justice Committee, Intermunicipal Advisory Committee On Disability Issues, Coexisting With Carnivores Alliance

f. Councillor Roessingh

Capital Region Emergency Services Telecommunications, CRD Arts, CRD Housing Trust Fund Commission

g. Mayor's Report

Documents:

5. RATIFICATION OF COMMITTEE RECOMMENDATIONS

a. Committee Of The Whole - February 13, 2018

1) Asset Management

That Council:

- 1. Approve The District Of Highlands Asset Management Policy As Amended;*
- 2. Endorse The Natural Assets Financial Disclosure Note And Direct Staff To Include The Note In The 2017 And Future Annual Audited Financial Statements, To Bring Awareness Of The Value And Importance Of Natural Assets;*
- 3. Approve The Asset Management Plans For Lands, Groundwater Aquifer, Road, Bridge And Vehicles And Equipment As Amended;*
- 4. Approve The Asset Management Plans For Facility And Park Improvements As Presented;*
- 5. That Staff Be Directed To Include An Interim Budget Of \$20,000 For Crack Sealing, \$25,000 For Shouldering & Drainage And A \$30,000 General Road Contingency In The Draft 2018 Annual Budget For Council Consideration During The Budget Process (Funded From Gas Tax);*
- 6. That Staff Be Directed To Include A Budget Of \$30,000 To Complete A 2018 Road Surface Profile Assessment And Establish A Formal Pavement Management Program In The Draft 2018 Budget For Council Consideration During The Annualbudget Process (Funded From Gas Tax);*
- 7. That Staff Be Directed To Provide A Proposal To Reduce The Existing General Municipal Property Tax Rates And Implement A Separate Sustainable Assets Property Tax Levy During The Budget Process, To Clearly Identify Infrastructure Funding For Taxpayers In The Future; And*
- 8. That Staff Be Directed To Reformat The 2018 Budget (Five Year Financial Plan) Document To Directly Link Funding And Expenditures To The Asset Management Plan.*

6. INTRODUCTION OF LATE ITEMS

7. UNFINISHED BUSINESS

8. CORRESPONDENCE

9. BYLAWS

a. RE: DISTRICT OF HIGHLANDS SUBDIVISION OR DEVELOPMENT OF LAND BYLAW NO. 154, 2001, AMENDMENT NO. 5 (LOT LINE ADJUSTMENT FEE CHANGE) BYLAW NO. 398, 2018

Recommendation: That Council Give Bylaw No. 398, First, Second And Third Reading.

Documents:

[Bylaws - 398 - Subdivision - Lot Line Adjustment Fee.pdf](#)

b. RE: DISTRICT OF HIGHLANDS TICKET INFORMATION AUTHORIZATION BYLAW NO. 49, 1996, AMENDMENT NO. 6, BYLAW NO. 399, 2018

Recommendation: That Council Give Bylaw No. 399, First, Second And Third Reading.

Documents:

[Bylaws - 399 - MTI Amendment.pdf](#)

c. RE: DEVELOPMENT APPLICATION FEES BYLAW NO. 351, 2012,
AMENDMENT NO. 1, BYLAW NO. 401, 2018

Recommendation: That Council Give Bylaw No. 398, First, Second And Third Reading.

Documents:

[Bylaws - 401 - Development Fees Amendment.pdf](#)

d. Report - L. Hilton, CAO, February 14, 2018

RE: HIGHWAY MAINTENANCE CONTRACT EXTENSION

That A One Year Extension To The Highway Maintenance Contract With Victoria Contracting And Municipal Maintenance Corporation To March 31, 2019 Be Approved At A Rate Of 3.1% Over The 2017 Contract Price, And That The Mayor And Corporate Officer Be Authorized To Execute The Agreement On Behalf Of The District.

Documents:

[New Buss - Roads Contract.pdf](#)

10. **NEW BUSINESS**

a. Report - L. Beckett, Planner, February 13, 2018

RE: REZONING APPLICATION RZ-01-17 - 1927 MILLSTREAM ROAD

Recommendation: That Council Refer The Application To The Sustainable Land Use Select Committee.

Documents:

[New Buss - RZ-01-17.Pdf](#)

b. Report - L. Beckett, Planner, February 14, 2018

RE: DEVELOPMENT PERMIT - DP-11-17 - 1704, 1720, 1724 MILLSTREAM ROAD

Recommendation: That Council Approve DP-11-17

Documents:

[New Buss - DP-11-17_.Pdf](#)

c. Report - L. Hilton, CAO, January 24, 2018

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:

[New Buss - Budget And Financial Plan Schedule 2018.Pdf](#)

11. **RELEASE OF IN CAMERA RESOLUTIONS**

12. **ADJOURNMENT**