



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

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## AGENDA

### 1. APPROVAL OF THE AGENDA

### 2. PETITIONS AND DELEGATIONS

#### a. \*\*Presentation From Auditors

##### **Draft 2017 Financial Statements And Audit Findings Report**

*Recommendation: That Council Receive And Approve The Draft 2017 Financial Statements And Audit Findings Report*

*\*\*Financial Statements Amended - Monday, May 7, 2018 @ 1.30pm*

##### Documents:

01 - 2017 District Of Highlands Audit Findings Report.pdf  
Amended Statements.pdf

#### b. Presentation – Highlands Park And Recreation Association

##### **Community Garden Update**

*Highlands Park And Recreation Association Is Asking Council To Approve Their Scheduled Grand Opening On June 24, 2018.*

*Recommendation: That Council Approve The Highlands Park And Recreation Associations Request To Hold A Celebration Of The Opening Of The Community Garden On Sunday, June 24, 2018 From 11.30 Am To 12.30 Pm At The Community Garden Site Located At 729 Finlayson Arm Road.*

##### Documents:

03 - Presentation - Communtiy Garden.pdf

### 3. ADOPTION OF THE MINUTES

#### a. Special Council Minutes – April 23, 2018

*Recommendation: Adopt*

##### Documents:

04 - Minutes - Special Council - April 23.Pdf

#### b. West Shore Parks And Recreation Society Minutes – March 8, 2018

*Recommendation: Receive*

##### Documents:

05 - Minutes - WSPRS - March 8 2018.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:

06 - Mayors Report\_May 7.Pdf

**5. RATIFICATION OF COMMITTEE RECOMMENDATIONS**

**6. INTRODUCTION OF LATE ITEMS**

**7. UNFINISHED BUSINESS**

**8. CORRESPONDENCE**

- a. Letter – Highlands Heritage Park Society, May 3, 2018  
**RE: REQUEST FOR AUTHORIZATION TO APPLY FOR FUNDING**  
*Recommendation: That Council Support And Authorize The Grant Application From The Highlands Heritage Park Society To The Heritage Legacy Fund, Heritage Conservation Program To Cover 50% Of The Costs To Remediate The North Side Of The School House Building As Described In The 2018 Highlands Heritage Park Society's Master Plan*

Documents:

07 - Corresp - Request DoH Authorization HLF Application.pdf

- b. Letter – District Of Clearwater – April 13, 2018  
**RE: EMPLOYER HEALTH TAX**  
*Recommendation: Receive*

Documents:

08 - Corresp\_Clearwater\_Employer Health Tax.pdf

**9. BYLAWS**

- a. Bylaw No. 404 – Final Reading

**DISTRICT OF HIGHLANDS BYLAW NO. 300 TO REGULATE ROADS AND TRAFFIC, AMENDMENT NO. 3, BYLAW NO. 404, 2018**

*Recommendation: That Council Adopt District Of Highlands Bylaw No. 300 To Regulate Roads And Traffic, Amendment No. 3, Bylaw No. 404, 2018*

Documents:

09 - Bylaws - Bylaw 404 - Driveways.pdf

b. Policy No. V-3105 - Adopt

**DISTRICT OF HIGHLANDS PRIVATE DRIVEWAYS ON UNOPENED HIGHWAYS**

*Recommendation: That Council Adopt Policy No. V-3105, Private Driveways On Unopened Highways*

Documents:

10 - Bylaws - Policy - Driveways.pdf

c. Report – Loranne Hilton, CAO, April 27, 2018

**RE: FINANCIAL PLAN BYLAW NO. 405, 2018 AND TAX RATES BYLAW NO. 406, 2018**

*Recommendation: That Five Year Financial Plan Bylaw No. 405, 2018 Be Read A First, Second And Third Time, And Tax Rates Bylaw No. 406, 2018 Be Read A First, Second And Third Time.*

Documents:

11 - Bylaws - 2018 Financial Plan And Tax Rates Bylaws.pdf

d. Report - Laura Beckett, Planner, April 20, 2018

**RE: RECREATIONAL CANNABIS - INTRODUCTION**

*Recommendation: That Council Give Bylaw 407, Highlands Zoning Bylaw, 1998, Amendment No. 40, (Cannabis Act) Bylaw No. 407, 2018 First And Second Readings And Schedule A Public Hearing For June 4, 2018 At The School House, And That Council Direct Staff To Draft A Bylaw To Amend The Municipal Ticketing Information Bylaw To Include Offences In Relation To Draft Bylaw No. 407*

Documents:

12 - Bylaws - Report - Recreation Cannabis.pdf

e. Report – Tina Neurauter, C/Officer, May 1, 2018

**RE: MTI BYLAW SCHEDULE**

*Recommendation: That Bylaw No. 403, District Of Highlands Ticket Information Authorization Bylaw No. 49, 1996, Amendment Bylaw No. 7, Bylaw No. 403, 2018 Be Given First, Second And Third Readings*

Documents:

13 - Bylaw No 403 - MTI.pdf

## 10. **NEW BUSINESS**

a. Report – Tina Neurauter, C/Officer, May 1, 2018

**RE: LICENSE TO OCCUPY – COMMUNITY GARDEN**

*Recommendation: That Council Approve The License To Occupy Agreement And Authorize The Mayor And Corporate Officer To Execute The License To Occupy Agreement With The Highlands Park And Recreation Association To Facilitate The*

*Management Of The Highlands Community Garden On The District Property Located  
At 729 Finlayson Arm Road.*

Documents:

14 - New Buss - License To Occupy - Community Garden.pdf

11. ***IN CAMERA***

12. ***RELEASE OF IN CAMERA RESOLUTIONS***

13. ***ADJOURNMENT***