



DISTRICT OF HIGHLANDS
NOTICE OF REGULAR COUNCIL MEETING
Monday, June 28, 2018 @ 7PM
School House, 1589 Millstream Road

AGENDA

1. APPROVAL OF THE AGENDA

2. PETITIONS AND DELEGATIONS

- a. Jim LaMorte, Smart Risk Control Ltd.

RE: HIGHLANDS EMERGENCY RESPONSE PLAN 2018

Documents:

Petitions Delegations - Emergency Plan - 2018.Pdf

3. ADOPTION OF THE MINUTES

- a. Public Hearing Minutes – June 4, 2018

Recommendation: Adopt

Documents:

Minutes - Public Hearing - June 4.Pdf

- b. Council Minutes – June 4, 2018

Recommendation: Adopt

Documents:

Minutes - Council - June 4.Pdf

- c. Emergency Planning Committee - May 24, 2018

Recommendation: Recieve

Documents:

Minutes - Emergency Planning Committee.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:

Council Report - Mayor.pdf

5. **RATIFICATION OF COMMITTEE RECOMMENDATIONS**

- a. Emergency Planning Committee – May 24, 2018
RE: UPDATED EMERGENCY RESPONSE PLAN
Recommendation: That Council Approve The Updated 2018 District Of Highlands Emergency Response Plan.

Documents:

Recommendations - EP - May 24.Pdf

6. **INTRODUCTION OF LATE ITEMS**

- a. Correspondence - Premier Horgan And Minister Robinson
RE: 2018 UBCM MEETING REQUESTS

Documents:

2018-06-11 UBCM Letter From Minister Robinson To Mayors And RD Chairs.pdf
2018-06-11 UBCM Letter From Premier John Horgan To Mayors And Regional Dis....Pdf

7. **UNFINISHED BUSINESS**

- a. Correspondence – B. Felker, Gas Tax Policy & Program Manager, UBCM
RE: STRATEGIC PRIORITIES FUNDING AGREEMENT UNDER THE ADMINISTRATIVE AGREEMENT ON THE FEDERAL GAS TAX FUND IN BRITISH COLUMBIA
Recommendation: That The Mayor And Corporate Officer Be Authorized To Execute The Strategic Priorities Funding Agreement Under The Administrative Agreement On The Federal Gas Tax Fund In British Columbia Funding Agreement For The Implementation And Work Plan For Groundwater Protection On Behalf Of The District Of Highlands.

Documents:

Unfinished Busss - Gas Tax Agreement.pdf

8. CORRESPONDENCE

a. Email Correspondence – Keith Wells

RE: 2020, 2021, OR 2022 55+ BC GAMES BID

Recommendation: That Council Writes A Letter Supporting Greater Victoria's Bid For Hosting The 55+ BC Games In September 2020, 2021 Or 2022 To The BC Senior Games Society

Documents:

55 BC Games.pdf

9. BYLAWS

10. NEW BUSINESS

a. Report – L. Hilton, Chief Administrative Officer, June 13, 2018

RE: FCM GRANT OPPORTUNITY – ASSET MANAGEMENT

Recommendation: That Staff Be Authorized To Make Application To The Federation Of Canadian Municipalities' Municipal Asset Management Program For The 2018 Pavement Management Strategy And Long Term Financial Plan, And Execute A Funding Agreement If Successful, And That The District Commit To Conducting The Following Activities In Its Proposed Project To Advance Its Asset Management Program:

- 1. Develop And Implement A Pavement Management Strategy (PMS);*
- 2. Integrate The Asset Management Plan Into A Long Term Financial Plan;*
- 3. Undertake Internal Staff Training And Mentoring;*

And, Further, That The District Commit \$18,000 From Its 2018 Budget Towards The Costs Of This Initiative.

Documents:

New Buss - FCM Grant For Pavement Management-Asset Management.pdf

b. Report – T. Neurauter, C/Officer, June 14, 2018

RE: GENERAL LOCAL ELECTION – OCTOBER 20, 2018

Recommendations:

1. That The 2018 General Local Election Voting Day Be Held On Saturday, October 20, 2018 From 8:00am To 8:00pm At The District Of Highlands Community Hall Located At 729 Finlayson Arm Road.

2. That The First And Required Advance Poll Be Held On Wednesday, October 10, 2018 From 8:00am To 8:00pm At The East Fire Hall, 3163 Woodridge Place.

3. That The Second Advance Poll Be Held On Wednesday, October 17, 2018 From 8:00am To 8:00pm At The District Of Highlands Community Hall Located At 729 Finlayson Arm Road.

4. That The Rate Of Pay For Election Officials Be Set At:

Presiding Election Official: \$430.00 Per Day

Election Officials (Poll Clerks) \$325.00 Per Day

Additional Person For Ballot Counting \$ 40.00 Per Hour

And,

5. That Council Appoint Tina Neurauter As The Chief Election Officer And Liz Condon As Deputy Chief Election Officer Both At A Rate Of Pay As Prescribed By Employee Policy.

Documents:

New Buss - 2018 Election.pdf

c. Report – T. Neurauter, C/Officer, June 14, 2018

RE: DISCLOSURE OF CONTRACTS

Recommendation: That The Report Titled “Disclosure Of Contracts – Section 107(1) Of The Community Charter” Be Received For Information.

Documents:

New Buss - Disclosure Of Contract -Bairds.pdf

d. Report – L. Hilton, Chief Administrative Officer, June 14, 2018

RE: STATEMENT OF FINANCIAL INFORMATION - 2017

Recommendations: That Council Receive And Approve The 2017 Statement Of Financial Information.

Documents:

New Buss - 2017 SOFI.pdf

11. IN CAMERA

That Council move In Camera to discuss items pursuant to the Community Charter, specifically Section 90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality.

12. RELEASE OF IN CAMERA RESOLUTIONS

13. ADJOURNMENT