



DISTRICT OF HIGHLANDS  
NOTICE OF COUNCIL MEETING  
Monday, June 20, 2022 @ 7PM  
[https://us06web.zoom.us/j/84022085295?  
pwd=MmhTc2IHTG9pUIBjMUpyR0gwNnIzUT09](https://us06web.zoom.us/j/84022085295?pwd=MmhTc2IHTG9pUIBjMUpyR0gwNnIzUT09)  
Meeting ID: 840 2208 5295  
Passcode: 227303  
Dial In: +1 780 666 0144  
Community Hall - 729 Finlayson Arm Road

### PUBLIC MEETING ATTENDANCE

Council meetings are held in person at the Community Hall – 729 Finlayson Arm Road. Members of the public wishing to attend electronically are invited to join the meeting using the link provided above.

## 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 - June 6, 2022**

Recommendation:  
Adopt

Documents:

[3.1 Council Minutes June 6.Pdf](#)

#### **3.2. Heritage Select Committee - April 6, 2022**

Recommendation:  
Receive

Documents:

[3.2 HSC Minutes Apr 6 2022.Pdf](#)

#### **3.3. West Shore Parks And Recreation Society - May 12, 2022**

Recommendation:  
Receive

Documents:

[3.3 WSPRS Minutes May 12.Pdf](#)

#### **3.4. West Shore Parks And Recreation Society - AGM - June 17, 2021**

Recommendation:  
Receive

Documents:

#### 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 Report - June 20.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

##### 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 - June 20.Pdf

#### 5. RATIFICATION OF COMMITTEE RECOMMENDATIONS

#### 6. INTRODUCTION OF LATE ITEMS

#### 7. UNFINISHED BUSINESS

##### 7.1. Report, Municipal Planner, June 15, 2022

**RE: APPLICATION RZ-01-21 (587/499 And Unaddressed Millstream Lake  
Road)**

Recommendation:

That The Application Be Referred To The Board Of School District 62, The  
Forest Tenures Branch Of The BC Ministry Of Forests, Lands, Natural  
Resources Operations And Rural Development, And The Managed Forest  
Council For Comment Including As To Whether Each Objects Or Does Not  
Object To The Application Based On Each Agencies' Mandates.

Documents:

7.1 Report - Planner - RZ-01-21.Pdf

## **7.2. Report, Municipal Planner, June 16, 2022**

### **RE: DRAFT BYLAW AMENDMENTS – SECONDARY SUITES AND ACCESSORY DWELLING UNITS PROJECT**

Recommendations:

That Highlands Zoning Bylaw, 1998, Amendment No. 41, (Accessory Dwelling Units) Bylaw No. 438, 2022 And Building Regulation Bylaw, 2003, Amendment No. 1, (Accessory Dwelling Units) Bylaw No. 439, 2022 Be Brought Forward To The July 18, 2022 Council Meeting For Formal Consideration.

Documents:

7.2 Report - Planner - Zoning Amendment-SS And ADUs.pdf

## **8. CORRESPONDENCE**

### **8.1. Correspondence, District Of Central Saanich, May 11, 2022**

#### **RE: FAMILY PHYSICIAN CRISIS IN BC**

Documents:

8.1 Family Crisis In BC, Central Saanich.pdf

## **9. BYLAWS**

## **10. NEW BUSINESS**

### **10.1. Report, Corporate Officer, June 16, 2022**

#### **RE: COMMUNITY HALL RENTAL WAIVER REQUEST – HIGHLAND PARKS & RECREATION ASSOCIATION**

Recommendation:

That Council Provide Direction On The Request From The Highland Parks And Recreation Association Regarding A Rental Waiver Of The Community Hall For A Community Workshop To Be Held July 23, 2022 From 10:00 Am To 12:30 Pm.

Documents:

10.1 Report - CO - Community Hall Waiver Request - July 23\_HPRA.pdf

### **10.2. Report, Municipal Planner, June 14, 2022**

#### **RE: DEVELOPMENT PERMIT WITH VARIANCE DVP-01-22 (1500 Millstream Road)**

Recommendation:

That Council Direct Staff To Issue Notification For The Consideration Of Application DVP-01-22 At A Future Council Meeting.

Documents:

10.2 Report - Planner - DVP-01-22\_Notice.pdf

### **10.3. Report, Chief Administrative Officer, June 15, 2022**

#### **RE: ASSET MANAGEMENT/RESERVES AND SURPLUS POLICY UPDATES**

Recommendation:

1. That The Asset Management Policy Update, As Attached To The Report From The Chief Administrative Officer Dated June 15, 2022, Be Adopted.
2. That The Reserves And Surplus Policy Update, As Attached To The Report

From The Chief Administrative Officer Dated June 15, 2022, Be Adopted.  
3. That Staff Be Directed To Bring Forward An Amendment To The Reserve Funds Bylaw, 415, 2019 To Align With The Reserves And Surplus Policy Update.

Documents:

10.3 Report - CAO -2022 - Reserves\_Surplus\_Asset Mgmt Policy Updates.pdf

**10.4. Report, Chief Administrative Officer, June 16, 2022**

**RE: 2021 STATEMENT OF FINANCIAL INFORMATION**

Recommendation:

That Council Receive And Approve The 2021 Statement Of Financial Information.

Documents:

10.4 Report - CAO - 2021 SOFI.pdf

**11. NOTICE OF MOTION**

**12. MOTION TO MOVE IN CAMERA**

Motion: That Council Move In Camera In Accordance With Sections 90 (1)(C) And 90 (1)(E) Of The *Community Charter* To Discuss Items Specific To Labour Relations Or Other Employee Relations And The Acquisition, Disposition Or Expropriation Of Land Or Improvements, If The Council Considers That Disclosure Could Reasonably Be Expected To Harm The Interests Of The Municipality.

**13. RELEASE OF IN CAMERA RESOLUTIONS**

**14. ADJOURNMENT**