A sepia-toned landscape photograph. In the foreground, there are dark, silhouetted evergreen trees. Behind them is a calm body of water, possibly a lake or a wide river, reflecting the light from the sky. In the distance, a range of jagged mountains is visible, with some peaks appearing to have snow or light-colored rock. The sky is filled with soft, layered clouds. The overall mood is serene and majestic.

District of Highlands Annual Report

For the period ended December 31, 2011

District of Highlands

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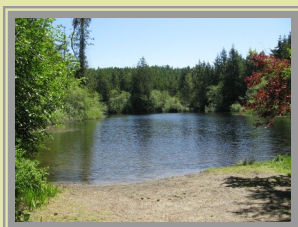
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The District of Highlands would like to thank :

Rick and Janet Hughes
Rob Jirucha of Legacy, Documentary Photography
Allen Dobb,
Anne L'Hirondelle,
Kimberly Grigg,
Chris Leek , and
The HDCA

for use of their photography in the publication of the 2011 Annual Report.

District of Highlands

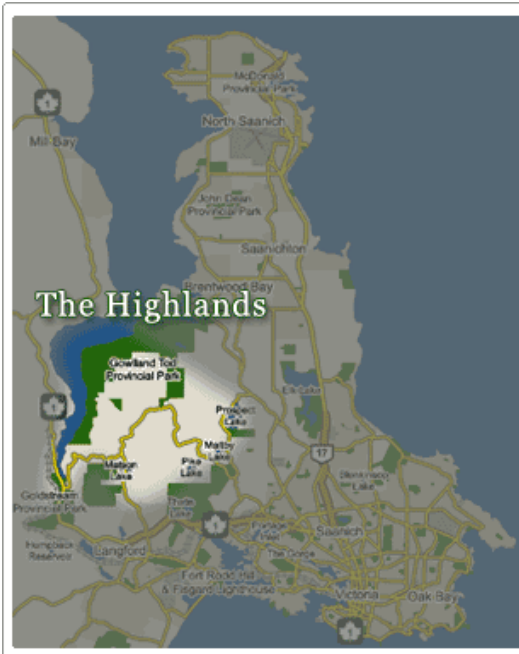


Highlanders are
united by the
landscape - rocky
uplands and dense
coastal forest

The Highlands is a primarily residential community, rural in nature, and blessed with an exceptional abundance of scenic beauty, native plant and animal life, and public parkland. Those of us who live here place high value on the natural environment and our rural lifestyle. Highlanders are actively involved in the community, which fosters a spirit that is both self-reliant and cooperative.

A stunningly beautiful rural residential area, the Highlands is just northwest of Victoria British Columbia Canada. More than one-third of the Highlands is protected as municipal, regional, and provincial parkland.

Highlanders take great pride in the stewardship of our environment by considering that new developments include conservation covenants limiting human encroachment. We're proud of our volunteers and community involvement.



2011 Census of Population

Highlands Population in 2011.....	2,120	CRD Population in 2011	359,991
Highlands Population in 2006.....	1,903	CRD Population in 2006	345,164
Highlands Total Dwellings 2011.....	830	CRD Total Dwellings 2006	177,977

2006 Selected Demographic Variables

Census Variables	Highlands	CRD
Lived at same address between 2001 and 2006	69%	53%
Median age of residents	42.6	43.6
Age 19 or younger	24%	20%
Average number of persons in all census families	2.9	2.7
Median income in 2005 – All census families	\$82,586	\$68,424
Owned dwellings	95%	66%
Average value of owned dwellings	\$629,864	\$490,284
Worked at home	17%	10%
Mode of transportation to work – car, truck, van as driver	82%	65%
Dwellings built between 1986 and 2006	67%	28%

SOURCE: Statistics Canada. 2007. *Highlands, British Columbia (Code5917049)* (table). 2006 Community Profiles. 2006 Census. Statistics Canada Catalogue no. 92-591-XWE. Ottawa. Released March 13, 2007.



District of Highlands

Mayor and Council

Mayor and Council's Role

Council represents the citizens of The District of Highlands, providing community leadership by serving as the legislative and policy making body of the municipality. Mayor and Council approve policy and budgets and provide direction to the Chief Administrative Officer.

Council is comprised of one Mayor and six Councillors. All elected officials have a three-year term of office. Council meetings are held on the first and third Monday of each month with the exception of July and August. Meetings are held in the Old School House, 1589 Millstream at 7pm. Meetings are open to the public, and meeting agendas and minutes can be found on the District's website: www.highlands.ca.

Your Mayor and Council 2011

Mayor Jane Mendum

Councillor Allen Dobb

Councillor Diane Gill

Councillor Sigurd Johannesen

Councillor Marcie McLean

Councillor Karel Roessingh

Councillor Ken Williams



District of Highlands

Council and Committee Appointments

The District of Highlands has several Committees, Boards and Commissions including:

SELECT

- Community Infrastructure and Services Select Committee
- Fiscal and Environmental Select Committee

ADVISORY

- Advisory Planning Commission
- Board of Variance

TASK FORCE

- Community Centre
- Ground Water
- Heritage
- Sustainability Strategy

If volunteering an hour or two each month seem appealing to you the following committees have vacancies:

- Board of Variance
- Community Infrastructure and Services
- Fiscal and Environmental Committee

Full Terms of Reference for these committees are available on the District website: www.highlands.ca.

Anyone interested in serving is invited to submit a letter and / or a brief resume detailing their interest to serve on one of these committees.

Committees generally meet once per month in the evening with the exception of July, August and December.

Mayor Jane Mendum

- Ex Officio to all Committees, Boards and Commissions
- Capital Regional District Board and Hospital Board – Director
- Capital Regional District Environmental Sustainability Committee
- Capital Regional District Planning, Transportation & Protective Services
- Capital Regional District Solid Waste Advisory Committee, Chair
- Capital Regional and JDF Water Supply Commission

Councillor Allen Dobb

- Community Infrastructure and Services Committee, Alternate
- Highlands Heritage Task Force
- Sustainability Strategy Advisory Committee
- BC Transit Representative
- Capital Regional District Arts Committee
- Capital Regional District Solid Waste Advisory Committee, Alternate
- Intermunicipal Climate Action Steering Committee
- Treaty Advisory Committee, Alternate

Councillor Diane Gill

- Community Infrastructure and Services Committee
- Highlands Emergency Planning, Alternate
- Capital Regional District Solid Waste Advisory Committee

Councillor Sigurd Johannesen

- Community Centre Task Force
- Highlands Emergency Planning
- Capital Region Emergency Services Telecommunications, Alternative
- Greater Victoria Family Court and Youth Justice Committee
- Western Communities Policing

Councillor Marcie McLean

- Fiscal and Environmental Select Committee
- Intermunicipal Advisory Committee of Disability Issues (IACDI)
- Greater Victoria Family Court and Youth Justice Committee, Alternate
- Western Communities Policing, Alternate

Councillor Karel Roessingh

- Advisory Planning Commission
- Ground Water Task Force
- Capital Regional Board, Alternate (Board and Hospital Board)
- Capital Regional and JDF Water Supply Commission, Alternate
- Capital Region Emergency Services Telecommunications (CREST)
- Greater Victoria Library Board

Councillor Ken Williams

- Advisory Planning Commission, Alternate
- Community Centre Task Force, Alternate
- Fiscal and Environmental Select Committee, Alternate
- IACDI, Alternate
- Intermunicipal Climate Action Steering Committee, Alternate
- Sustainability Strategy Advisory, Alternate
- Treaty Advisory Committee
- West Shore Parks and Recreation Society

District of Highlands

Message from the Mayor

District of Highlands Mayor—Jane Mendum



2011 was a busy and productive year for Council and staff.

Council was introduced to the Integrated Community Sustainability Plan. A group of hard working volunteers along with staff and consultants from the Whistler Centre for Sustainability prepared the plan, *Sustainable Highlands*, based on the recommendations from the (former) Sustainability Task Force. Further to this work, a Sustainability Appraisal Form was adopted by Council later in the year, adding a method of assessing proposals to the decision-making process.

The Heritage Task Force was also busy preparing for Council's approval of two documents, "Highlands Heritage Vision and Values" and "Recommendations for the District of Highlands Heritage Register". These documents provide an important written and photographic record of the District's historic places and will, no doubt, become increasingly valued over time.

The District implemented a new service by establishing a Duty Phone during the winter storm season. Its purpose is to enable after-hours reporting for residents in relation to the effects of extreme weather, especially relating to District roads.

Ryder Hesjedal's first annual Tour de Victoria cruised through the Highlands in May, and many Highland residents watched and cheered along the route.

In April the community gathered to discuss local food production and security.

The Capital Region District began public consultation on its draft Regional Sustainability Strategy in relation to the ongoing Five Year Review of the Regional Growth Strategy.

In July, Council celebrated the valued services of community volunteers at a Volunteer Recognition event held at the School House. It was truly enjoyed by all who attended.

The Community Hall Task Force's final recommendations pertaining to the project were received by Council, and in July Council adopted bylaws which created a lot suitable for the new community hall near the intersection of Finlayson Arm and Millstream Roads.

An important culvert replacement at Millstream Lake and Munn Road took place during the summer months, along with major patching on lower Millstream Road and strategic repair on roads throughout the district.

Council established an American Bullfrog Control Program in 2011, supplementing the ongoing efforts of community volunteers by providing funding for equipment and contracting the services of Stan Orchard.

While staff continued to work on a new Soil Deposit Bylaw, the District's Soil Deposit Regulation Bylaw was amended to include updated fees and received statutory provincial approval in the fall.

Council continued to support the long-established Highlands Summer Market through newsletter and website updates.

In October, Council members were delighted to find themselves re-elected by way of acclamation. Although there was no municipal election, a poll was open in Highlands for school trustee elections. Council members were reinstated during the inaugural Council meeting held December 5.

During 2011, the District's website continued to expand and improve. Council is pleased to provide this important service to residents, and I thank District staff for their many contributions to the success of <highlands.ca>.

During 2011, several goals were achieved along with ongoing work that will complete in 2012. On behalf of Council, we look forward to continuing to serve the community during the term ahead.

District of Highlands

Message from the Chief Administrative Officer

Chief Administrative Officer - Chris Coates

I am pleased to present the Corporate Annual Report for the District of Highlands for 2011. The District has a small and very dedicated staff of seven people who administer the services delivered to residents and property owners in Highlands.

2011 was a successful and productive year with many accomplishments. Looking ahead, 2012 could be even busier, with planning for the construction of a new Community Hall and an upgrade to the East Highlands Fire Hall among the many projects that are planned.

Thank you for taking the opportunity to review the ongoing activities of the District of Highlands

District Office Staff

Chief Administrative Officer	Chris Coates
Corporate Officer	Tina Neurauter
Planner.....	Laura Beckett
Building Official/ Bylaw Officer	Chris Leek
Subdivision Approving Officer.....	Heinz Burki
Finance Clerk.....	Brigitte Lapierre
Administrative Assistant.....	Liz Condon



District of Highlands

Long Term Vision Statement

Residents have been clear about what is important to them and there are a number of common perspectives. The following VISION STATEMENT captures shared sentiments and sets a direction for the future.



Long Term Vision Statement

The Highlands is a primarily residential community, rural in nature, and blessed with an exceptional abundance of scenic beauty, native plant and animal life, and public parkland. Those of us who live here place high value on the natural environment and our rural lifestyle.

Highlanders are actively involved in the community, which fosters a spirit that is both self-reliant and cooperative.

The Highlands will strive to diversify its economy while preserving our natural systems, including the aquifers on which we depend so heavily. Land use decisions will be guided by a community plan, with the ongoing involvement of residents.

As stewards of our unique natural environment, we will protect its integrity. We will retain sufficient lands in their natural state to permit a diversity of plant and animal life to flourish and to ensure that the rural lifestyle we enjoy today can be

experienced by future generations. We believe in the value of open and green space, trail systems, and outdoor recreational opportunities, both to enhance life in the Highlands and to contribute to the well-being of southern Vancouver Island as a whole.

We will provide for an adequate tax base, including light industrial, related commercial and nature-related

commercial and recreational uses in some areas of the Highlands, in order to support basic, affordable municipal services and facilities. We will encourage alternative transportation choices, housing choices, and a community hall.

New development in the Highlands will be in keeping with the rural character of the community and carefully designed to protect sensitive environmental conditions. The pace of change should be gradual and the type of development should leave a small footprint on the land.

In order to move toward a future that is consistent with the VISION STATEMENT, the District of Highlands will strive to attain the following six goals:

Goal 1: *To protect the natural environment.*

Goal 2: *To retain and strengthen the rural character of the Highlands.*

Goal 3: *To support economic diversification that is consistent with Highlands' rural character and the natural environment.*

Goal 4: *To ensure the long-term economic sustainability of the Highlands' community.*

Goal 5: *To provide basic, affordable public services and facilities.*

Goal 6: *To encourage involvement in a healthy rural community, including all planning decisions.*

Tax Exemptions, Gas Tax and Declarations

Tax Exemptions

The Community Charter gives Council the authority to exempt certain land/or improvements from municipal property taxes.

- The District of Highlands did not have any Permissive Tax Exemptions for 2011.

Declaration of Disqualified Council Members

There were no Council members disqualified in 2011.

Federal Gas Tax Transfer Report

The Gas Tax Fund provides funding for BC local governments for a variety of capital and planning projects. Project categories that are eligible include:

- Public Transit
- Community Energy
- Solid Waste
- Water and Wastewater
- Capacity Building/ Integrated Community Sustainability Planning

The District received \$101,142 in 2011 from the Gas Tax Transfer Agreement with the Federal Government. Funds from this transfer are eligible to be used on certain expenditures. In 2011, the district spent \$130,000 of these funds to pay for road improvements. The remaining funds are set aside in a reserve for future expenditures. The current reserve balance for these funds totals \$205,000.

2011 work included

Millstream Lake Road

culvert replacement

and extensive repairs

on major roads



District of Highlands

2011 Strategic Planning

ECONOMIC DEVELOPMENT—SOUTH HIGHLANDS

ISSUE: West side of Millstream Road
PRIORITY: High
STATUS: CRD RGS Amendment Process Complete
NEXT STEPS: Awaiting Bear Mountain Restructuring

ISSUE: East side of Millstream Road
PRIORITY: High
STATUS: Awaiting water main installation
NEXT STEPS: Potential re-development at the discretion of the property owners.
Bylaw in place for CRD water and sewer. No action currently required.

INFRASTRUCTURE



ISSUE: Groundwater Monitoring Program
PRIORITY: High
STATUS: Phase 3 underway (as of May 2012 complete)
NEXT STEPS: Bear Mountain now included in data - Sustainability Task Force recommendations taken into consideration

ISSUE: Annual road structure and surface assessments
PRIORITY: Ongoing
STATUS: 2011 Assessment complete
NEXT STEPS: Maintenance and upgrades included in budget

ISSUE: Transit/ Transportation
PRIORITY: High
STATUS: Council liaison appointed
NEXT STEPS: Participate in as many opportunities regionally to enhance local transportation opportunities. Sustainability Task Force recommendations to consider

ISSUE: Juan de Fuca Recreation Facilities
PRIORITY: High
STATUS: Ongoing (2012 Governance Review underway)
NEXT STEPS: To support management of the West Shore facilities for the benefit of all residents

ISSUE: Trails Master Plan
PRIORITY: High
STATUS: Project complete
NEXT STEPS: Staff recommendations on implementation

2011 Strategic Planning

INFRASTRUCTURE

ISSUE: Park Management Bylaw
PRIORITY: Low
STATUS: Council authorized bylaw drafting
NEXT STEPS: 2012 update - bylaw referred to Select Committee - bylaw to Council summer 2012

EMERGENCY SERVICES

ISSUE: MacAulay Report Recommendations
PRIORITY: High
STATUS: Complete

ISSUE: Fire Hall(s)
PRIORITY: Medium
STATUS: Planning work on East Hall has begun
NEXT STEPS: Recommendations on hall construction/ modification to be brought forward to Council

ISSUE: Day Crew
PRIORITY: High
STATUS: Ongoing
NEXT STEPS: Recruiting is an ongoing issue

ISSUE: Neighbourhood HELP Volunteers
PRIORITY: Ongoing
STATUS: Ongoing process
NEXT STEPS: Council supports the recruitment of volunteers through newsletter and website advertisements

ISSUE: Treaty Process/ First Nations Relations
PRIORITY: Ongoing
STATUS: Participate in the Te'Mexw Treaty Advisory Committee
NEXT STEPS: Continue participation in Treaty process to the fullest extent possible. Develop and enhance relations with local First Nation Governments



District of Highlands

2011 Strategic Planning

ADMINISTRATIVE / GOVERNANCE



ISSUE: Millstream Meadows Remediation
PRIORITY: Ongoing
STATUS: Remediation process in progress
NEXT STEPS: Continue to support remediation of property to the highest degree practicable

ISSUE: Wildfire Interface Regulations
PRIORITY: Medium
STATUS:
NEXT STEPS:

ISSUE: George Cuff Corporate Review
PRIORITY: Low
STATUS:
NEXT STEPS:

ISSUE: Subdivision Servicing Bylaw
PRIORITY: Medium
STATUS:
NEXT STEPS:

ISSUE: Soil Deposit and Removal Regulation Review
PRIORITY: High
STATUS: Bylaw Amendment Approved
NEXT STEPS: New Bylaw underway - Bylaw with Province for appropriate approvals



ISSUE: Integrated Pest Management Planning
PRIORITY: Low
STATUS:
NEXT STEPS:

ISSUE: Heritage Property Recognition
PRIORITY: High
STATUS: Task Force Established and presented Council with recommendations
NEXT STEPS: Staff Recommendations on Next Steps

ISSUE: Riparian Area Agriculture/ Livestock Management
PRIORITY: Low
STATUS: Not initiated
NEXT STEPS: Consolidate available information for education purposes on website

LAND USE

ISSUE: Sustainability Updates to Official Community Plan
PRIORITY: High
STATUS:
NEXT STEPS:

ISSUE: Secondary Suites
PRIORITY: High
STATUS:
NEXT STEPS: Staff to draft Terms of Reference for Consultant services

ISSUE: Large Lots
PRIORITY: Low
STATUS: Landholder consultation complete
NEXT STEPS: Staff report recommending process to move forward

COMMUNITY BASED



ISSUE: Volunteer Recognition
PRIORITY: Ongoing
STATUS: Next appreciation scheduled for 2014
STEPS: Plan and deliver

ISSUE: Community Hall
PRIORITY: Ongoing
STATUS: Request For Proposal For Design Services
NEXT STEPS: Detailed Design and Construction in 2012/13

ISSUE: Highlands Market
PRIORITY: Ongoing
STATUS: Ongoing
NEXT STEPS: Support by advertising in the Highland Newsletter and on website



District of Highlands

2011 Project List Status

PROJECT

MEASURE

Administrative

CAO Performance Review	Underway
Review of Municipal Policies	In progress
Report on Grants vs. Priorities	Not Done
Integrated Community Sustainability Plan.....	Completed

Infrastructure

Fire Pond and Hydrant Maintenance.....	
..... Integrated to New Road Maintenance Contract	
Bear Mountain Well Flow Meters	Completed

Land Use

Bear Mountain Master Development Agreement	
..... Held pending Bear Mountain Restructuring	
Amenity Policy	Completed
Third Party Covenants.....	Not done
Official Community Plan Action Items	Report completed
Delegation of Development Permits Report	Not done



District of Highlands

Caleb Pike Homestead

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In May of 1893 the Highlands School District was formed and in July of that year 1.75 acres of land above Millstream Road was donated and \$800 provided by the provincial Secretary of Education for the "construction of a school and incidental expenses"

An excerpt from :

http://www.calebpikheritagepark.org/history_school-house.htm

The District has a management agreement with the Highland Heritage Parks Society, whereby they operate and maintain the municipally owned Caleb Pike homestead. The homestead consists of Caleb Pike House, the Little Red Schoolhouse, a heritage orchard and the Gregory House which is used as a caretaker's residence.

Numerous events take place at the homestead, such as the summer market, HDCA sponsored Easter Egg Hunt, youth program, garden group, Highlands's Fling and Highlands Folk Music!



Highland School House 1952 in original location



Highland School House today located on the Caleb Pike Heritage Grounds

One of the many magnificent views of Finlayson Arm.....



District of Highlands

Citizen Involvement and Volunteerism

Citizen involvement is an important element of maintaining a successful community as no community can succeed without the active participation of its volunteers. Many of the District's functions would not be possible without the collective efforts of the District, volunteers and residents.

2011 Advisory Planning Commission

Eleanor Rayner, Chair
Colleen Robertson, Vice-Chair
Mara Dhillon
Honora Johannesen
Rick Lester
Allan Roger
Fred York

2011 Board of Variance

Will Carrilho
Paul Henry

2011 Community Centre Task Force

Eleanor Rayner, Chair
Bob McMinn, Vice-Chair
Bob Flitton
Bessie Nuk
Rachael Sansom
Sheila Taylor

2011 Community Infrastructure and Services Select Committee

Allan Roger, Chair
Fred York, Vice-Chair
Bob Flitton
Rick Hughes
Bessie Nuk
Eleanor Rayner



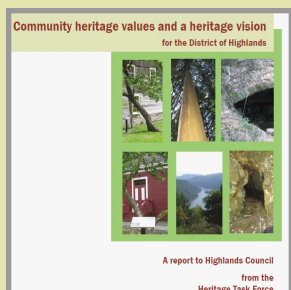
2011 Fiscal and Environmental Select Committee

Aniko Varga, Chair
Vicky Husband, Vice-Chair
Patricia Cummins
Kenn Faris
Warren Lee
Elaine Limbrick
Bob McMinn
Greg Nuk

District of Highlands

Citizen Involvement and Volunteerism

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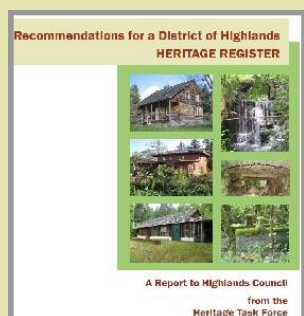


2011 Ground Water Task Force

Eric Bonham
Warren Lee
Michelle Mahovlich

2011 Heritage Task Force

Sally Gose, Chair
Daphne Allen
Bronwen Duncan
Bob McMinn
Diana McMinn
Paul Henry



2011 Sustainability Strategy Advisory Committee

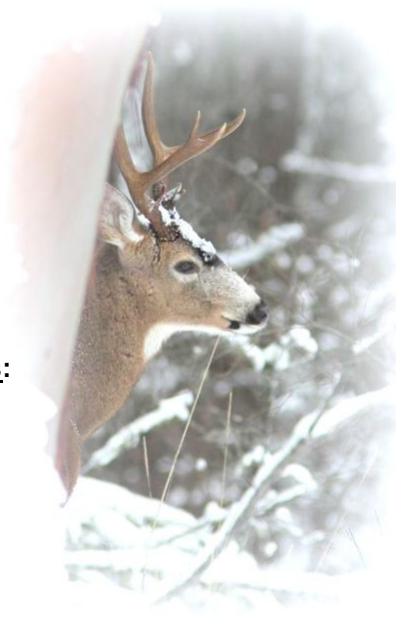
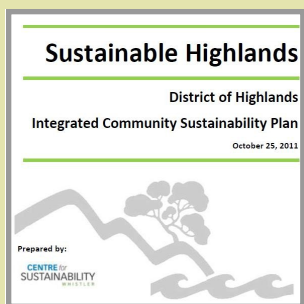
Bob Flitton
Ann Baird
Aniko Varga
Bob McMinn
Dave Mackas
Sally Gose
Libby McMinn

2011 Volunteer Fire Department Members

Guy Brisebois, Fire Chief
Peter Schuttinga, Deputy Fire Chief (Retired September 2011)
Dean Ford, Deputy Fire Chief (September 2011)
Gregg Fletcher, Captain (September 2011)
Rob Tuit, Lieutenant
Stew Bender
Bob Brown
Mathew Cooper
Cliff Cox
Tom Falkener
Dan Haas
Rick Hinde
Sam Hunt
Dwayne Kauffman, Dwayne
Dave Mackas
Brice Patley
Bruce Price
Jason Schuttinga
Andy, Stewart
Reg Williams

Probationary members:

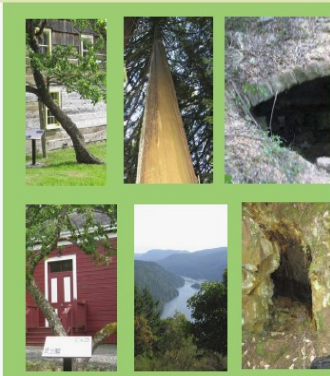
Stefan Andreas
Chase Duch
Connor Ridout
Ryan Roy
Sam Barber-Starkey
Justin Villebrun
Ken Zavediuk



District of Highlands

2011 Volunteer Activities and Achievements

Community heritage values and a heritage vision for the District of Highlands

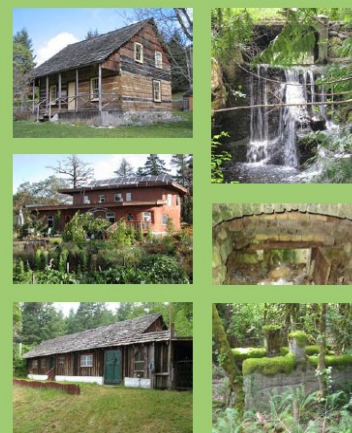


A report to Highlands Council
from the
Heritage Task Force

This report fulfills the first phase of work outlined by the District of Highlands Council for the Heritage Task Force. The purpose of the report is to identify heritage values and establish a heritage vision for the Highlands. The report is divided into two main sections. The first summarizes the Task Force findings, while the second describes the planning and community consultation process undertaken by the Task Force on which the findings are based. In this process, the community was provided with a definition of heritage and then asked to provide input on heritage values in the Highlands. The value statements from the community were then used to develop the heritage vision statement for the Highlands.

This report fulfills the second phase of work. Its purpose is to make recommendations to Council for property, buildings or other areas of the municipality to be included on a Community Heritage Register. The Task Force developed an inventory of heritage sites for consideration by reviewing the list of heritage resources generated by the community consultation. Each site was examined in relation to the community heritage values, and a list of places was developed for further research and potential site visits. The Task Force identified twenty sites to be considered for the Community Heritage Register, and nineteen are being recommended to Council for registration. This report provides specific recommendations regarding the heritage sites being put forward for the register, as well as a number of general recommendations for the ongoing recognition, conservation and celebration of the District's heritage resources.

Recommendations for a District of Highlands HERITAGE REGISTER



A Report to Highlands Council
from the
Heritage Task Force

Sustainable Highlands

District of Highlands
Integrated Community Sustainability Plan

October 25, 2011



Prepared by:

CENTRE for
SUSTAINABILITY
WHISTLER

The District of Highlands Integrated Community Sustainability Plan (ICSP) is a framework to help the Highlands reach its sustainability goals. It was informed by the final report of the Highlands Sustainability Task Force (STF), and developed by the Whistler Centre for Sustainability, the Sustainability Strategy Advisory Committee (SSAC), and staff. The ICSP is the community's highest level policy and will guide all future planning and decision-making. The Highlands' Official Community Plan (OCP) will be updated to align with the vision and goals of the ICSP.

Other Volunteer Groups and Activities Associated with District of Highlands



Pike House Halloween

Highland District Community Association

HDCA was registered in 1965 as the Highland District Ratepayers Association under the BC Society Act. The current name was adopted a few years later to indicate all residents and property owners are eligible for membership. The HDCA provides opportunities for social, cultural, and educational activities. Contact Scott, 250-478-2526.

Some HDCA sponsored activities in Highlands include:

- Easter Egg Hunt
- Community Roadside Cleanup
- Broom Bash
- Education events including: wildfire forum, all candidates meetings, HELP, Speakers Series
- The Highlands Fling
- Halloween Event
- Winter Craft Fair
- Roadside Bulletin Board Construction
- The Highlander



Pike House - Easter Egg Hunt



Summer Market

Highland Heritage Park Society

This group of volunteers main priority is the preservation and on-going maintenance of the Caleb Pike Heritage Park. More information regarding the grounds and the society can be found here: www.calebpikeheritagepark.org.

Highlands Folk Music Coffee House

This monthly event is organized through Zhinoos - the coffee house is held the 2nd Saturday of the month at the Caleb Pike House (always check the District's website for event information and dates). If you would like to contact Zhinoos regarding booking an event you can at: zhinoos9@gmail.com. A special coffee house is held in May to highlight the talents of youth - it and all other events are packed with talent and worth attending!



District of Highlands Municipal Parks

In 2011 the District had a management agreement with the Highland Parks and Recreation Association whereby they managed and maintained our active use municipal parks. This agreement was dissolved towards the end of 2011 and the District has assumed the responsibilities within the agreement. The primary municipal park is Twinflower Park, which has a tot lot playground, a non-regulation size ball field, a bicycle jump and a horse-riding ring.

The other primary active recreation park is Eagles Lake Park, which has a very small swimming beach and picnic area.

The District pays for any capital cost or operating cost items.

FREE

ROVING PLAY PARKS

JULY 3 to August 21 AT A NEW PARK EACH Day of the WEEK
5-7 Years 9:30 AM - 12 PM 8-12 Years 12:30 - 3:30 PM

Join our leaders in a different park each week day for a FREE, fun morning or afternoon of outdoor activities. We will play active games and sports, with time for songs and crafts too. Themes and activities change each week.

Due to the popularity of the program, and for safety reasons, the age limits of each group are strictly enforced.

MONDAYS	TUESDAYS	WEDNESDAYS	THURSDAYS	FRIDAYS
LANGFORD Centennial Park 150 Hilsden Rd July 9, 16, 23, 30 August 13, 20	LANGFORD Ruth King School 2764 Jacklin Rd July 3, 10, 17, 24, 31 August 7, 14, 21	LANGFORD Wilfrid School 2939 Mt. Weller Dr July 6, 13, 20, 27 August 3, 10, 17, 24	HIGHLANDS Twin Flower Park 1389 Millstream Rd July 5, 12, 19, 26 August 2, 9, 16, 23	COQUILA Sangre de Toros School 3325 Metcalfe Rd July 6, 13, 20, 27 August 3, 10, 17, 24

No pre-registration is required. Join us at the designated park for that day and sign your child in with our leaders. A completed emergency form is required for each child. Spaces are available on a first come, first served basis.

TO SIGN UP

For more information call 250-474-5825
 Program closed on stat holidays, and may be cancelled due to weather.

****from the West Shore Parks and Recreation Societies Summer Activities Brochure**

The Society provides a FREE summer program at Twinflower Park on Thursdays throughout July and August.



Eagles Lake

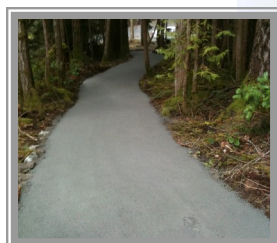


Tot lot playground

Capital Region and Provincial Parks

"The Parks and Recreation Master Plan for the District of Highlands envisages a system of parks, protected areas, trails and facilities that provide recreational opportunities for the residents of Highlands and the Capital Region, while protecting natural environments and cultural features."

Parks and Recreation
Master Plan Vision



The District of Highlands places high value on greenspace, trail systems and outdoor recreational opportunities. The Official Community Plan (OCP) states that "the major roles of the Highlands are to preserve large areas of green space, to protect elements of the region's ecosystems, and to provide outdoor recreational opportunities for Capital Regional District residents and visitors."

Partnership between Highlands, CRD, the Intermunicipal Advisory Committee on Disability Issues (IACDI) and West Shore Parks and Recreation revamped and created an 630-metre loop trail in the midst of evergreens and native shrubs at the Munn Road entrance to Mount Work Park.

Provincial parks:

Gowlland Tod

Regional parks:

Mount Work

Thetis Lake

Lone Tree Hill



District of Highlands

Services and Operations - Building

The Building Inspector administers the BC Building Code and ensures that all buildings in the District of the Highlands are constructed to the standards of the National Building Code.

The Building Inspection Department can help with the following:

- Issuing building, plumbing, chimney, soil deposit and soil removal, tree cutting and blasting permits
- Building permits - the building inspector processes building applications and reviews plans to ensure compliance with the BC Building Code, municipal bylaws and policies
- Inspections - inspections are performed at various stages of construction and include:
 - ⇒ foundation and footing forms (before concrete is poured);
 - ⇒ installation of perimeter drain tiles and damp-proofing (prior to backfilling);
 - ⇒ rough-in of all chimneys and fireplaces and solid fuel burning appliances;
 - ⇒ rough-in plumbing;
 - ⇒ insulation and vapour barrier;
 - ⇒ health and safety aspects of the work prior to occupancy; and
 - ⇒ a final inspection is required upon completion of a project and before an occupancy permit can be issued
- Site Inspections - site inspections are required to determine that conditions set out in the permit have been satisfied



The Building Department saw a significant decrease in construction values in 2011. Construction totals for 2010 totaled \$4,361,865 while in 2011 construction values were \$1,361,265.

Comparison of Construction Values and Permit Fees 2010 and 2011 *Includes building and plumbing fees*

2010	Construction Value	Permit Fees
January	589, 530	13, 530
February	278, 035	6, 550
March	277, 850	4, 265
April	268, 500	6, 230
May	446, 830	10, 300
June	652, 540	13, 360
July	469, 770	9, 875
August	725, 295	15, 330
September	242, 675	5, 510
October	375, 690	7, 540
November	8, 000	505
December	27, 200	640
2010 TOTALS	\$4,361,865	\$93,630

2011	Construction Value	Permit Fees
January	57, 465	1, 300
February	78, 660	2, 060
March	19, 360	540
April	131, 490	3, 010
May	252, 980	6, 420
June	135, 840	3, 400
July	255, 655	5, 410
August	90, 255	2, 155
September	15, 000	5, 510
October	--	--
November	240, 145	4, 990
December	84, 415	1, 740
2010 TOTALS	\$1, 361, 265	\$ 31, 425

District of Highlands

2011 Finance

2011 BUDGET HIGHLIGHTS

Supplemental Items in Operations in the budget consist of the following:

Snow Removal Contingency \$30,000.

As in the past, the budget contains an additional sum to address winter storm issues.

American Bullfrog Eradication \$9,900.

The budget allocation was made based upon requests from the Highlands Stewardship Foundation. Actual authorization to proceed and to what extent will be subject to further consideration by Council

Additional Crack Sealing

A total allocation of \$20,000 for crack sealing District Roads was recommended in 2010 and the budget has been increased from \$10,000 in 2010.

CRD Housing Trust and CRD Arts Additional Contributions - \$3,920

The CRD Requisition was topped up by District taxpayers to provide for a \$4,200 contribution to the CRD Housing Trust, and a \$2,600 contribution to the CRD Arts.

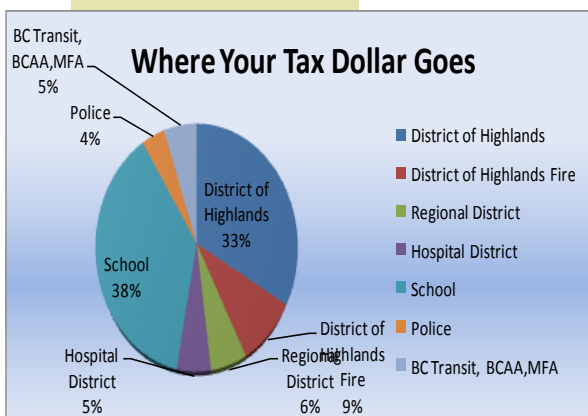
Top Dressing to Twinflower Park \$4,000

Capital Items:

General Capital - Security at Municipal Office	\$10,000
Fire Capital -	\$57,900
- SCBA Lease Payment	\$10,000
- Replace one Mini Pump Truck	\$52,000
- Planning East Hall Upgrade	\$10,000
Millstream Lake Road Culvert Replacement	\$30,000
Miscellaneous Road Patching	\$100,000

Taxes paid by a typical Highlands Residential Property – Comparison 2010—2011

	2010	2011
<u>Assessment of Typical Property</u>	\$533,310	\$566,002
Municipal Taxes		
General Property	922.09	918.62
Specified Area (Fire Protection)	259.35	258.83
Total	\$1,181.44	\$1,177.45
Tax Rate	2.2153	2.0803
<u>Property Taxes Collected for Other Governments</u>		
School District 62, West Highlands		
School	1,040.43	1,062.90
Capital Regional District	154.66	160.01
Regional Hospital	156.79	161.31
Regional Transit, BC Assess., MFA	129.01	158.25
Police Tax	106.66	114.22
Total Taxes for Other Governments	\$1,587.55	\$1,656.69
School District 61, East Highlands		
School	962.30	973.01
Capital Regional District	154.66	160.01
Regional Hospital	156.79	161.31
Regional Transit, BC Assess., MFA	129.01	158.25
Police Tax	106.66	114.22
Total Taxes for Other Governments	\$1,509.43	\$1,566.80
Total Property Taxes West Highlands	\$2,768.99	\$2,834.14
Total Property Taxes East Highlands	\$2,690.87	\$2,744.25



The Finance Department oversees the financial operations of the District, develops and implements sound financial policies and practices, and coordinates the budgeting process.



District of Highlands

2011 Administration

There was a General
Local Election
scheduled in
November 2011 which
did not proceed as
Council members of
the District of
Highlands were
elected by
acclamation.

The Administration Department provides legislative and administrative functions to Council, its Committees and the municipal organization in general, ensuring that statutory requirements are met and that Council policies and directives are accomplished.

The Administration Department is also responsible for addressing Freedom of Information and Protection of Privacy Act requests.

The department has three members, Chief Administrative Officer, Corporate Officer and Administrative Assistant. Some of the typical duties of the department include:

- making recommendations to Council on a broad range of policy and administrative issues
- efficient management of the municipal workforce
- ensuring that Council's directions and policies are carried out
- encourage open communication with the community to create a better understanding and appreciation of Council's role, its policies and its statutory responsibilities
- providing statutory support and organizational services to Council and the municipal organization in general.
- preparation of Council and Committee agendas, minutes and correspondence
- municipal Bylaws
- records management
- Freedom of Information and Protection of Privacy

Bylaws Adopted in 2011

- Deposit of Soil Prohibition, Amendment
- Financial Plan and Tax Rate
- Official Community Plan Amendment – Community Hall
- Zoning Amendment – Amenity 1 Zone (Community Hall Land)
- West Shore Fees and Charges Bylaw
- District of Highlands Fees and Charges Schedule
- Subdivision Amendment (Water and Sewer)
- Development Permit Delegation Bylaw

Policies Adopted by Council in 2011

- Highlands Sustainability Appraisal Form
- Amenity Rezoning Considerations
- Development Permit Approval Delegation within DP Areas 1, 2, and 3 regarding soil deposit



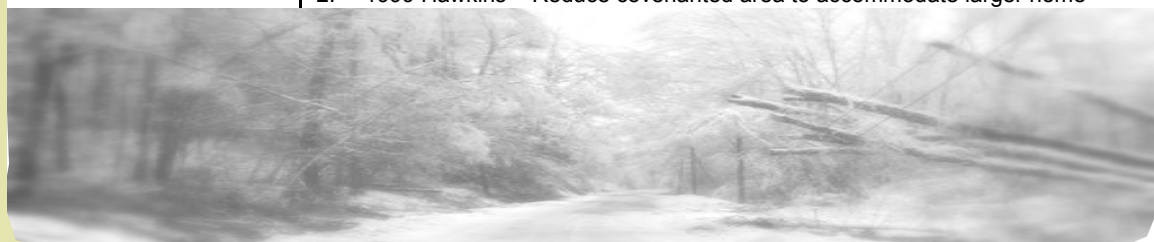
District of Highlands Planning

The Planning Department handles various applications including: development permit and development variance permit applications, as well as rezoning and Official Community Plan Amendment applications. The department is also responsible for certain environmental management practices according to Provincial and Federal legislation. Included in this is the effort to reduce Greenhouse gases (GSG's) as the District is a signatory to the BC Climate Action Charter.

The Planning Department is responsible for all aspects of planning including processing all rezoning, development permit, development variance permit and Official Community Plan amendment applications. The Planner is available to answer planning related questions regarding environmentally sensitive development permit areas, future development potential and zoning of land within the District. The Planner will also be able to discuss trails, parks and recreation throughout the District.

2011 APPLICATION PROGRESS:

APPLICATIONS	DETAILS
Development Permit	<p>Completed:</p> <ol style="list-style-type: none"> 679 Taylor Way – <i>Water and Riparian DP</i> – Driveway 5050 Munn Road – <i>Water and Riparian DP</i> – House addition and carport (associated with development variance permit) 2539 Bukin Drive East – <i>Water and Riparian DP</i> – Leveling of ground for garden use 710 Red Cedar Court – <i>Water and Riparian DP</i> – Installation of tiered retention wall 3523 Munn Road – <i>Water and Riparian DP</i> – Work within 30m riparian area associated with installation of a box culvert stream crossing 5240 Stag Road – <i>Water and Riparian DP</i> – Repair of existing rock retention wall and existing stairs 7. 1786 Millstream Road – <i>Steep Slopes AND Water and Riparian DP</i> – Pursuant to completing requirements of subdivision application conditions <p>Active/Pending:</p> <ol style="list-style-type: none"> 1701 Millstream Road – <i>Water and Riparian DP</i> – Earth works within 30m riparian area associated with bridge repair <p>Denied:</p> <ol style="list-style-type: none"> 4735 Talon Ridge – <i>Water and Riparian DP</i> – Peat removal from wetland to return wetland to pond (associated with covenant amendment) 1999 Hawkins – <i>Water and Riparian DP</i> – Reduce covenanted area to accommodate house plan (associated with covenant amendment and development variance permit)
Covenant Amendment	<p>Completed:</p> <ol style="list-style-type: none"> 2009 Hawkins – To allow fence in portion of covenanted area (associated with development variance permit) <p>Denied:</p> <ol style="list-style-type: none"> 4735 Talon Ridge – Peat removal from wetland to return wetland to pond (associated with development permit) 1999 Hawkins – Reduce covenanted area to accommodate larger home



Special 2011
Planning project
included:
Comprehensive
Groundwater
Study;
Amenity Policy
Review;
Integrated
Community
Sustainability
Plan (iCSP);
Regional Growth
Study Update/
Transition to
Regional
Sustainability
Strategy;
Sustainability
Appraisal Form;
Climate Action
Charter
Commitments

APPLICATIONS	DETAILS
Development Variance Permit	<p>Completed:</p> <ol style="list-style-type: none"> 5050 Munn Road – <i>Water and Riparian Regulations</i> – House addition and carport (associated with development permit) 2009 Hawkins – <i>Water and Riparian Regulations</i> – Allow fence in covenanted no-build area (associated with covenant amendment) 207 Ross Durrance Road – <i>Accessory building's floor area</i> – Increase floor area of a single accessory building <p>Denied:</p> <ol style="list-style-type: none"> 1999 Hawkins – <i>Water and Riparian Regulations</i> – Reduce covenanted area to accommodate house plan (associated with covenant amendment and development variance permit)
OCP Amendment	<p>Completed:</p> <ol style="list-style-type: none"> RZ-01-11 (1786 Millstream Road and 743 Finlayson Arm Road): Set up new Amenity Areas land use designation and established first of these – Amenity Area 1 – Community Centre/Hall (associated with rezoning) <p>Active:</p> <ol style="list-style-type: none"> RZ-02-10 ('Section 74'): Amenity Area 2 – East West Trail Connector (associated with rezoning) RZ-02-11 (1150 Bear Mountain Parkway): Amenity Area – 1150 Bear Mountain Parkway (associated with rezoning)
Rezoning	<p>Completed:</p> <ol style="list-style-type: none"> RZ-01-08 (889 Finlayson Arm): 3 lots total / community amenities of 2-party covenant on Manzanita hilltop and \$17,538 to community hall (<i>completed early 2012</i>) RZ-01-11 (1786 Millstream Road and 743 Finlayson Arm Road): 11 lots total / community amenity of 21-acre land donation for community hall, including trail dedication in desirable areas (associated with OCP amendment) RZ-04-11 (1786 Millstream Road): Zoning change from R3 to P2 for community hall <p>Active:</p> <ol style="list-style-type: none"> RZ-02-10 ('Section 74'): 13 lots total / Community amenities of 40-acre land donation for regional park/trail; \$75,000 toward community hall; community garden and associated items (associated with OCP amendment) RZ-02-11 (1150 Bear Mountain Parkway): 52 lots total / Communities amenities of \$550,000 toward community hall; pump system or value to community hall; conservation covenant improvements (associated with OCP amendment) RZ-03-11 (1289 Millstream Road): 2 lots total / Community amenity of 1.26-acre land donation for municipal park and trail

District of Highlands Fire



The District has a Fire Specified Area that now covers most of the municipality and the service is paid for by a *separate* property tax levy. There are a number of large undeveloped provincial and regional park lands that are outside of the fire protection area, as well as a few large vacant privately owned parcels of land. There are only a couple of occupied properties not in the fire protection area.

Our fire department is a volunteer department with about 18 members. The Fire Chief and

Deputy Chief were each provided with an annual stipend of \$11,000 and \$5,500 respectively. Individual fire-fighters received small stipends of \$5.00 per practice or call-out for their invaluable service to the community. In addition Officers received small stipends to recognize their specific contributions resulting from the positions held. The District has two fire halls and six fire vehicles (two main pumpers, two mini pumpers, one tanker and one pickup).

The Fire Chief is Guy Brisebois and the Deputy Fire Chief is Dean Ford.



2011 - A Year in Reflection by Fire Chief Guy Brisebois

- 2011 was the busiest on record. The department had a 7% increase in calls. With an increase of population and vehicular traffic, our ranges of emergencies are also changing.
- This year has seen a minimal decrease in medical calls, an average number of MVIs, and a marked increase in fire related emergencies resulting in numerous large fires. Power related incidents have remained steady.
- In addition to all the hard work provided by our firefighters responding to calls and attending training session, a lot of work has been done working towards the rectifications of issues around the fire halls and towards commercial inspections.
- The Fire Department's computer network is in place and operating, and files are being transferred/scanned electronically to the server. Time is still required to transfer files and paperwork that has accumulated over 20 years.
- The wireless laptops have been installed in trucks to ensure timely access to information. Also, updated Operational Guidelines are being distributed to all firefighters.
- The next 12 months will be challenging with commercial fire inspections ongoing and with the new SCBAs in service, efforts will be concentrated in completing the fire hoses testing. Also plans to replace the east fire hall are underway.
- Overall, the last 12 months were successful, though emergencies that put stress, pain and extreme sorrow on our neighbours should never be classified as being successful. My expectations are that the next 12 months will be even busier.



District of Highlands

Fire - Volunteer Recruitment

FIRE FIGHTER RECRUITMENT

Practices are held

Thursday nights from

19:00-21:00.

Day practices are also

held once each week

and additional

practices from time to

time usually on

Saturday or Sunday.

As a probationary

member you are

expected to attend

at least one regular

practice each week and

as many extra practices

as possible for a

period of 6 months.

Does this sound like

something you can

committee to?

Our fire department is a volunteer department with about 18 members.

Individual firefighters receive a small stipend per practice or call-out for their invaluable service to the community. In addition Officers receive small stipends to recognize their specific contributions resulting from their position held. The District has two fire halls and several fire vehicles.

The Fire Department responds to all 911 calls regarding a vast array of emergencies from medical calls, motor vehicle

accidents, fires, electrical emergencies, rescue and so on.

All training and equipment is provided, and besides feeling good about yourself for helping people in need, this is also a great opportunity to make new friends and be part of a great team. .

We are presently looking for volunteers, aged 19 and up to join our group of energetic firefighters and help us in providing these very important services to our community.

Please take a few moments to ponder on your possible involvement within the Fire Department, and if this is something that you have been looking for and sounds interesting to you. Please get in touch so that we can discuss the recruitment process.



An Excerpt from THE HIGHLANDER - SUMMER 1998... ..

Barry Ford is enthusiastic about women firefighters. "They work hard; they pull hose, they wear air packs, none of the women want to be treated differently. Of course, let's face it, men are stronger usually, though some men who work in offices aren't as strong as those women. But (as a chief) you look at your people and utilize them the best way to get the most out of them." "Some fire departments are against women, for some reason. But I've always strongly backed the lady firefighters. If you look back at the Second World War, when men were away fighting, women took over a lot of the jobs: in the factories, driving trucks, or whatever. Women are as capable as men at doing any job, until it comes to the actual physical labour part of it, and then a person (woman or man) who is not as strong may have to figure out a different way of doing the job. You can bull-work it or you can use your brains."

"I hope more women will come out. Generally, women haven't been encouraged to be all that they can be." Nor have men for that matter. We all need to be encouraged to use our whole selves, to be free to stretch our bodies, minds and hearts.

District of Highlands

Municipal Emergency Services

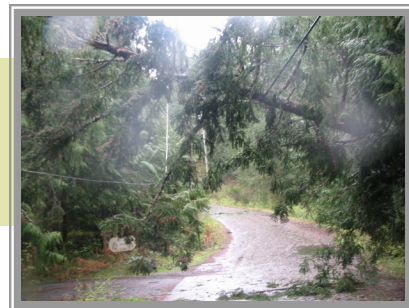
The District has a small volunteer emergency program. The primary responsibility is emergency planning, as well as some on site support for major fire events or search and rescue.

At the end of 2011, Highlands long time Emergency Coordinator, Val Fletcher retired. Council provided Val with a Community Service Pin and a Laptop Computer to recognize his many years of dedicated service and contributions in this capacity.

The District will be seeking a replacement for Val in the coming months. In the interim Chris Coates, the District's Chief Administrative Officer is acting in this capacity.

Wildfire Report: Report to be submitted,

Shakeout BC: Under the direction of the Emergency Coordinator, Municipal staff at the District Office participated in the Shake Out BC drill held at 10:20 am on October 20, 2011. Immediately before the drill a discussion was held on earthquake hazards within the office environment and why we should DROP, COVER and HOLD ON!



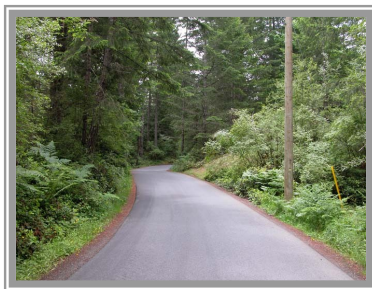
Municipal Roads

The maintenance of the District's 43.7 kilometers of paved roads is contracted out to Victoria Contracting and Municipal Maintenance Corporation. Road work in 2011 included Millstream Lake Road culvert replacement, and extensive repairs on major roads.

Council also approved a new 3-year contract with Victoria Contracting and Municipal Maintenance corporation.

Anticipated work in 2012 will include:

- Chip seal resurfacing of Blue Valley Road
- Major repairs in various locations



District of Highlands

Library Services



The District participates, along with most of the local municipalities, in the Greater Victoria Public Library system (GVPL). Our local branch is located at the West Shore Parks and Recreation site, 1759 Island Highway. You can also find an express concept library at 775 Goldstream Avenue in Langford.

The District pays a portion of the central branch costs for the administration of all of the branches. District of Highland residents may access any branch of the Greater Victoria Public Library within the Capital Region. For a full listing of branches and services available visit the Greater Victoria Public Library website at: www.gvpl.ca/.



NEW FOR 2011. The Greater Victoria Public Libraries are now lending Kobo eReaders. All readers come with a selection of current and popular fiction and nonfiction books purchased by the library. Borrowers may also download other titles from the Library's collection of ebooks. Please refer to www.gvpl.ca for more information.

Recreation Services

Available activities at the centre include:

two ice arenas,

Curling rink,

BMX Track,

Club House,

Kinsmen Fieldhouse,

an indoor pool,

swirl pool/sauna/

steam room

Seniors Activity Centre

weight room,

playing fields,

ball diamonds,

beach volleyball,

tennis courts,

basketball courts,

lacross box,

lawn bowling,

jogging trail.

velodrome,

9 hole golf course, and

Centennial Centre

West Shore Parks and Recreation

The facility is jointly owned by Colwood, Highlands, Langford, Metchosin, View Royal and the CRD, on behalf of a portion of the Juan de Fuca Electoral Area. The facility is operated by a jointly owned Society. The Society has a joint Board of Directors (**Councillor Williams represents the District of Highlands as our appointed Director**) and engages all of the recreation staff.

2011 Highlights

- Grand Opening of the 9000 sq. foot addition to the fitness facility
- Change room upgrades and reconfiguration of reception counter
- Exterior access upgrade of ramps, sidewalks, automatic doors and accessible entrances
- Two accessible trails (Mt. Work Park @ Munn Road and Witty's Lagoon Park)
- Fund raising started for a new Rotary Picnic Playground
- Jogging trail renovation and upgrade highway frontage
- New drainage installed on baseball diamond #1
- New UV system installed in the pool (reduction in chemical use and water waste)

****The full West Shore Parks and Recreation Annual Report can be found at: www.westshorerecreation.ca**

District of Highlands Bylaw Enforcement

Don't forget...

When you see this,
contact the district
office immediately
as our bylaw
enforcement
officer will
investigate the site
to see if information
on the owner may
be located within
the dumped
material.
Office Number:
250-474-1773



The District has a fee for service contract with the Capital Regional District for Bylaw Enforcement Services. Under the provisions of the contract, the District can call upon CRD Bylaw Enforcement staff on a fee for service basis to undertake any bylaw enforcement activity. CRD Enforcement Officers can assist the district with maintaining compliance to numerous bylaws including:

- Animal Control
- Land Use
- Unsightly premises
- Environmental services
- Noise abatement
- Regional parks

The use of CRD Bylaw Enforcement staff has decreased significantly since engaging the services of a Building Inspector/Bylaw Enforcement Officer.

Bylaw	Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Total
Admin/ Misc.						.25							0.25
Soil Deposit				2.75		.5	3.5	2			3.75	3	11.75
Eagle Lake Patrol						3	3	1					7.00
Noise	1	05			.75								2.25
Roads					1								1.00
Tree Management				1.25	1		1.5						3.75
Unightly		2.5	2	1.25	4.5	1	2.5	1	1	3	2	4.5	25.25
Zoning								10.25	6	10	16.75	2.5	45.50
Total Actual Hrs/ Month	1	3	2	5.25	7.25	4.75	10.5	14.25	7	13	18.75	10	96.75

CRD Animal Control

The Capital Regional District provides Animal Care Services to 11 of the 13 local municipalities. The service includes dog licencing and control as well as any other animal related matters. The contract provides that the District shares in the total cost for the animal control service with other participating areas and municipalities, as if we were a participant in a regional service. Therefore, the CRD collects and keeps any dog licence fees and fines.

The CRD's mandate is to return pets to their owners, and where this is not possible animals are cared for at the CRD Pound facility.

In most cases, if these animals are unclaimed a suitable adoption or foster home is found. If you feel that your family may be a suitable foster family or adoption family, a adoption application can be found on the following CRD website: www.crd.bc.ca/animal/adoptionpolicy.htm.

ANIMAL	Adoption Fee
Dog - > 8 years	\$150
Dog - < 8 years	\$280
Dog - puppy (2 - 8 mnths)	\$380
Cat - > 8 years	\$75
Cat - < 8 years	\$145
Cat - kitten (2 - 6 mnths)	\$175

Animal Summary For 2011	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Patrol Hours	12.5	35.25	31	21.5	56	34	19	25.5	22	23	18	14	312.75
Complaints	1	3	5	1	5	5	1	6	2	2	1	2	34
Enforcement Actions	1	1	3	1	2	3	0	1	0	2	0	1	15
Impounds	0	0	1	1	0	3	0	1	0	0	3	0	9
Total Dog Activity	0	0	1	0	1	3	0	0	0	0	0	0	4
Total Cat Activity	0	0	0	1	0	0	0	1	0	0	2	0	4





ATTACHMENT:
Audited Financial Statements
(please see attachment)