

MINUTES of a regular meeting of the MUNICIPAL COUNCIL of The Corporation of the District of Oak Bay, held in the Council Chambers, Oak Bay Municipal Hall, 2167 Oak Bay Avenue, Oak Bay, B.C., on Monday, July 20, 2009, following a Public Hearing at 7:30 p.m.

PRESENT: Mayor C. M. Causton (Chairman)  
Councillor H. Braithwaite (entered at 8:40 p.m.)  
Councillor A. R. Cassidy  
Councillor P. Copley  
Councillor J. D. Herbert  
Councillor T. Ney  
STAFF: Municipal Administrator, W. E. Cochrane  
Confidential Secretary, K. Green  
Director of Building and Planning, R. Thomassen  
Director of Engineering Services, D. Marshall

Mayor Causton called the meeting to order at 7:38 p.m.

By consent, the agenda was varied to allow Bylaw No. 4474, *Eighty-Third Zoning Bylaw Amendment Bylaw, 2009*, to be dealt with immediately following the adoption of minutes of previous meetings.

ADOPTION OF REPORT:

*Public Hearing – June 22, 2009*

MOVED by Councillor Herbert  
Seconded by Councillor Copley , That the minutes of the Public Hearing held on Monday, June 22, 2009, be adopted.

CARRIED

ADOPTION OF MINUTES:

*Council – June 22, 2009*

MOVED by Councillor Copley  
Seconded by Councillor Ney, That the minutes of the Council meeting held on Monday, June 22, 2009, be adopted.

CARRIED

*Special Council – June 24, 2009*

MOVED by Councillor Herbert  
Seconded by Councillor Cassidy, That the minutes of the Special Council meeting held on Wednesday, June 24, 2009, be adopted.

CARRIED

*Committee of the Whole – July 13, 2009*

MOVED by Councillor Ney

Seconded by Councillor Herbert, That the minutes of the Committee of the Whole meeting held on Monday, July 13, 2009, and the recommendations contained therein, be adopted.

CARRIED

BYLAWS:

***For Third Reading and Adoption***

MOVED by Councillor Herbert

Seconded by Councillor Ney, That Bylaw No. 4474, *Eighty-Third Zoning Bylaw Amendment Bylaw, 2009*, be read a third time.

CARRIED

MOVED by Councillor Herbert

Seconded by Councillor Copley, That Bylaw No. 4474, *Eighty-Third Zoning Bylaw Amendment Bylaw, 2009*, be adopted.

CARRIED

COMMUNICATIONS:

1. 2009-251 DIRECTOR OF PARKS AND RECREATION, July 7, 2009  
Re Monterey Centre Elevator Project – Award of Construction Management Contract

MOVED by Councillor Herbert

Seconded by Councillor Ney, That the Director of Parks and Recreation be authorized to execute a Project Management/Construction Management contract with Aral Construction in relation to the Monterey Centre elevator project, at a total cost of \$10,000, and further that the Director of Parks and Recreation be authorized to engage contractors and execute contracts for each component of the actual construction, subject to compliance with the approved project budget.

CARRIED

2. 2009-252 MARY CAMPBELL, June 25, 2009  
2009-252-1 MUNICIPAL CLERK, July 2, 2009  
Re Tree Protection Bylaw – Application for Reconsideration of Permit Refusal – 2645 Anscomb Place

Speaking to her request for reconsideration, Mary Campbell said that she had resided at 2645 Anscomb Place since 1963, and that the Deodara Cedar tree she wished to remove had been growing in its current location, close to her house, since before that time. She said she had spent \$1,300 maintaining the tree over the last three years alone, and that needles dropped from it chronically blocked her downspouts, resulting in water cascading off the gutters in winter and entering her basement. At that time of year, moreover, it was very difficult to access the gutters in order to clear the downspouts.

Miss Campbell said that her back yard would remain quite well treed, including several examples of native species, even if the Deodara Cedar was removed, so that its removal could not be considered as defeating the intent of the *Tree Protection Bylaw*.

It was noted that not all members of Council had been able to view the tree in question, and the consensus was that it would be worthwhile to arrange a site visit prior to making a decision on the reconsideration request.

MOVED by Councillor Herbert

Seconded by Councillor Ney, That a decision on the request for reconsideration of the denial of a tree removal permit for the Deodara Cedar at 2645 Anscorb Place be deferred until after a site visit with the Parks Services Manager has been conducted.

CARRIED

3. 2009-253 J. E. O'HALLORAN AND G. E. FENDALL, July 3, 2009  
Re Request for Heritage Designation – 929 Island Road

MOVED by Councillor Herbert

Seconded by Councillor Ney, That the request for heritage designation of the dwelling at 929 Island Road be referred to the Heritage Advisory Panel for formal assessment and recommendation.

CARRIED

4. 2009-254 BRITISH COLUMBIA GEOGRAPHICAL NAMES OFFICE, June 30, 2009  
Re Proposal to Adopt the Name “Salish Sea” for Inland Waters Adjacent to Washington State and British Columbia

It was noted that the proposal to apply the name “Salish Sea” to various inland waters in the Pacific Northwest was not intended to replace the names of existing bodies of water such as the Strait of Georgia, Juan de Fuca Strait, Haro Strait and Puget Sound. Rather, the new name would be applied to all of these areas collectively.

Council felt that it would be worthwhile, before commenting on the proposal, to ascertain whether the Oak Bay Archives had any information on the historical use and significance of the Salish Sea name.

MOVED by Councillor Copley

Seconded by Councillor Herbert, That the B.C. Geographical Names Office be advised that the Municipality was interested in providing input on the “Salish Sea” name proposal, and that the Oak Bay Archives be asked for advice on the history of the proposed name.

CARRIED

5. 2009-255 ORISSA HENDERSON, June 22, 2009  
Re Request for Road Closure for Block Party on Cavendish Avenue –  
August 22, 2009

Stating that he lived on the block of Cavendish Avenue that was the subject of the application and was therefore not a disinterested party, Councillor Herbert left the meeting at this point (8:03 p.m.).

MOVED by Councillor Cassidy

Seconded by Councillor Ney, That permission be granted for the closure of Cavendish Avenue between Beach Drive and the east boundary of the Oak Bay Tennis Club property on August 22, 2009, from 1:00 p.m. to sundown, for the purpose of a neighbourhood block party.

CARRIED

Councillor Herbert returned to the meeting at this point (8:04 p.m.).

6. 2009-256 OAK BAY HERITAGE COMMITTEE, April 9, 2009  
Re Minutes of Meeting

It was noted that the minutes of the April 9 Heritage Committee meeting suggested that there was a lack of knowledge within the Committee, and in the community at large, about the heritage revitalization agreement process.

The Director of Building and Planning explained that the circumstances of each heritage revitalization agreement were unique, and that it was not possible to provide any kind of flowchart advising owners of the process to follow in order to obtain the use and density changes – similar to spot zonings – that these agreements provided.

It was observed, however, that the Province published useful information about this and other statutory heritage conservation tools, and that it may be possible to provide a link to that information from the Oak Bay Heritage website. The Director of Building and Planning agreed to pursue this avenue.

MOVED by Councillor Ney

Seconded by Councillor Herbert, That the minutes of the meeting of the Oak Bay Heritage Committee held on April 9, 2009, be received.

CARRIED

7. 2009-257 OAK BAY BUSINESS IMPROVEMENT ASSOCIATION, July 15, 2009  
2009-257-1 MUNICIPAL ADMINISTRATOR, July 16, 2009  
Re Evening Market Proposal – Oak Bay Village

Heather Leary, Oak Bay Business Improvement Association Coordinator, spoke to the Association's application to occupy public property for the purpose of an evening market on specified days over the next four months. She confirmed that no road closures were being sought.

MOVED by Councillor Herbert

Seconded by Councillor Ney, That whereas pursuant to the *Streets and Traffic Bylaw* Council has determined that the proposed event will be of general benefit to the adjacent business

district and will create no undue inconvenience for nearby residents nor the public at large, licence be granted for the Oak Bay Business Improvement Association to occupy the following public property for the purpose of an evening market:

- (a) public sidewalks adjacent to commercially zoned land on Oak Bay Avenue between Monterey Avenue to the east and the west boundary of 2154 Oak Bay Avenue to the west, and on Wilmot Place between Oak Bay Avenue and Theatre Lane, from 4:00 p.m. to 8:00 p.m., provided however that such occupation must not obstruct the safe passage of pedestrians on the sidewalk and in particular must not force any pedestrian onto the roadway;
- (b) the southernmost 5 angle parking spaces in the curb indentation on the east side of Wilmot Place, from 3:00 p.m. to 9:00 p.m.;
- (c) the north lawn of the Oak Bay Municipal Hall, 2167 Oak Bay Avenue, from 4:00 p.m. to 8:00 p.m.

on July 23, August 20, September 17 and October 15, 2009,

with sales of goods and refreshments permitted as part of the occupancy of the areas described in (a) and (b), but not in the area described in (c), and provided also that all entertainers performing on public property as part of the Event are contracted directly to the Event Organizer and may not charge or solicit donations or funds directly from the public;

And subject further to the Oak Bay BIA entering into a public property occupancy agreement under which it will among other standard requirements as set out by the Municipal Administrator:

- (d) release and indemnify the Municipality from any claims or liability arising from the event and providing evidence of public liability insurance in an amount not less than \$3 million; and
- (e) agree to pay all invoices from the Municipality for costs incurred in relation to the event,

with the Municipal Administrator being authorized to execute such agreement on behalf of the District of Oak Bay.

CARRIED

It was suggested to Ms. Leary that the Association look into supplementing the normal litter receptacles with containers designed for the recycling of items such as bottles and cans.

It was observed that although the Municipality would ensure that the litter containers were emptied as soon as possible on the day following each evening market, there was no longer any in-house capacity for the handling of materials in the recycling stream. The Business Improvement Association, therefore, would have to explore alternatives for dealing with any recycled materials, perhaps through the Capital Regional District or its recycling contractor.

8. 2009-258 HOLLY GRAHAM, July 16, 2009  
Re Request for Grant (Sponsorship) – Miss Canada Globe National Pageant

MOVED by Councillor Herbert

Seconded by Councillor Cassidy, That correspondence item no. 2009-258 be received.

CARRIED

9. 2009-259 BRIAN SMITH, July 6, 2009  
2009-259-1 LOIS BATEY, July 9, 2009  
Re Development Variance Permit – 3156 Woodburn Avenue

MOVED by Councillor Cassidy

Seconded by Councillor Ney, That correspondence items no. 2009-259 and 2009-259-1 be received.

CARRIED

10. 2009-260 RONALD JAMES PARKER AND PENELOPE PARKER, July 6, 2009  
2009-260-1 SUROMITRA SANATANI, July 15, 2009  
2009-260-2 PEARL JUNG, July 19, 2009  
Re Development Variance Permit – 1217 St. Patrick Street

MOVED by Councillor Ney

Seconded by Councillor Copley, That correspondence items no. 2009-260 to 2009-260-2 be received.

CARRIED

11. 2009-261 RANDY DIAMOND AND DREE THOMSON-DIAMOND, July 14, 2009  
2009-222-1 WILLIAM AND CATHERINE WALKER, June 10, 2009  
Re Development Variance Permit – 3205 Exeter Road

MOVED by Councillor Ney

Seconded by Councillor Copley, That correspondence items no. 2009-261 and 2009-222-1 be received.

CARRIED

TABLED:

***Development Variance Permit – 190 King George Terrace***

MOVED by Councillor Herbert

Seconded by Councillor Copley, That the following motion be lifted from the table:

That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 190 King George Terrace (Lot 1, Section 46, Victoria District, Plan 5008) varying the following provisions of Bylaw No. 3531, being the *Zoning Bylaw, 1986*, as amended:

<u>Bylaw Section</u>	<u>Required/ Permitted</u>	<u>Requested</u>	<u>Variance</u>
6.4.4(2) (a) Minimum Front Lot Line Setback	7.62 m	4.52 m	3.1 m
6.4.4(6) (b) Maximum Gross Floor Area	480 sq m	492.2 sq m	12.2 sq m
6.4.4(6) (b) Maximum Gross Floor Area above 0.8 m below Grade	360 sq m	408.8 sq m	48.8 sq m

to accommodate a second floor addition and front terrace, as shown on the plans attached to Committee of the Whole agenda item #2009-216, being a memorandum from the Director of Building and Planning dated June 10, 2009.

CARRIED

Paul Pallan, applicant, explained how the project design had evolved as a result of neighbourhood consultation over the past few weeks.

Jim Lee, owner of a nearby property on King George Terrace, confirmed that a neighbourhood consensus had been reached on the renovation plans now before Council.

The question on the main motion was then called.

CARRIED

***Development Variance Permit – 3156 Woodburn Avenue***

MOVED by Councillor Herbert

Seconded by Councillor Copley, That the following motion be lifted from the table:

That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 3156 Woodburn Avenue (Lot 27, Section 31, Victoria District, Plan 10700) varying the following provisions of Bylaw No. 3531, being the *Zoning Bylaw, 1986*, as amended:

<u>Bylaw Section</u>	<u>Permitted</u>	<u>Requested</u>	<u>Variance</u>
6.4.4(3) (b) and 'Schedule B' Maximum Occupiable Height	4.57 m	4.87 m	0.30 m
6.4.4(6) (a) Maximum Gross Floor Area Higher than 0.8 m below Grade	300 sq m	339 sq m	39 sq m

to accommodate the construction of a deck at the rear of the dwelling, as shown on the plans attached to Committee of the Whole agenda item #2009-217, being a memorandum from the Director of Building and Planning dated June 3, 2009.

CARRIED

Edward Parker, applicant, explained that for the dwelling currently undergoing renovation, a deck and stairs were required to provide access to the back yard from French doors on the main floor, which was somewhat elevated above grade. The deck, although not large, changed the building footprint to the point that on this sloping site the “natural grade” benchmark was lowered, thereby raising the deemed height and necessitating a variance.

The question on the main motion was then called.

CARRIED

***Development Variance Permit – 1217 St. Patrick Street***

MOVED by Councillor Copley

Seconded by Councillor Herbert, That the following motion be lifted from the table:

That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 1217 St. Patrick Street (Lot B, Section 23, Victoria District, Plan 2481) varying the following provisions of Bylaw No. 3531, being the *Zoning Bylaw, 1986*, as amended:

<u>Bylaw Section</u>	<u>Permitted</u>	<u>Requested</u>	<u>Variance</u>
6.5.4(6) (a) Gross Floor Area Higher than 0.8 m below Grade	240 sq m	305.1 sq m	65.1 sq m

to accommodate the construction of a rear two storey addition with a deck, as shown on the plans attached to Committee of the Whole agenda item #2009-218, being a memorandum from the Director of Building and Planning dated June 3, 2009.

CARRIED

Addressing a concern that had been raised by a neighbour, the Director of Building and Planning said that a new storm drain connection had been applied for as part of the building permit process.

Councillor Braithwaite entered the meeting at this point (8:40 p.m.).

It was noted that, to accommodate another neighbour’s concerns about the possible effect of the proposed construction on privacy, the applicant had agreed to use what the Director of Building and Planning referred to as “piano” windows on the north side of the addition. Mr. Thomassen said that the plans attached to the development variance permit would reflect this change.

The question on the main motion was then called.

CARRIED



***Development Variance Permit – 3065 Beach Drive***

MOVED by Councillor Herbert

Seconded by Councillor Ney, That the following motion be lifted from the table:

That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 3065 Beach Drive (Lot 1, Section 31, Victoria District, Plan 9992) varying the following provisions of Bylaw No. 3531, being the *Zoning Bylaw, 1986*, as amended:

<u>Bylaw Section</u>	<u>Permitted</u>	<u>Requested</u>	<u>Variance</u>
6.2.4(7) Minimum Clear Space Between Buildings	3.0 m	2.4 m	0.6 m

to accommodate the replacement of an existing deck and construction of a patio and new landing and stair as shown on the plans attached to Committee of the Whole agenda item #2009-220, being a memorandum from the Director of Building and Planning dated June 3, 2009.

CARRIED

The question on the main motion was then called.

CARRIED

***Development Variance Permit – 3023 Beach Drive***

Stating that his engagement as an architect by the owner of the subject property created a conflict of interest, Councillor Cassidy left the meeting at this point (8:45 p.m.).

MOVED by Councillor Herbert

Seconded by Councillor Ney, That the following motion be lifted from the table:

That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 3023 Beach Drive (Lot 2, Section 31, Victoria District, Plan 4855), varying the following provisions of Bylaw No. 3531, being the *Zoning Bylaw, 1986*, as amended, with respect to the siting of a building:

<u>Bylaw Section</u>	<u>Required</u>	<u>Requested</u>	<u>Variance</u>
6.2.4.(2)(c) & Schedule “C” Minimum Interior Side Lot Line Setbacks	4.27 m	2.52 m	1.75 m
6.2.4.(2)(e) & Schedule “C” Minimum Total of Side Lot Line Setbacks	10.97 m	5.53 m	5.44 m

to accommodate additions and renovations to the dwelling, as more particularly shown on the plans attached to Committee of the Whole agenda item #2009-221, being a memorandum from the Director of Building and Planning dated June 2, 2009.

CARRIED

The question on the main motion was then called.

CARRIED

Councillor Cassidy returned to the meeting at this point (8:46 p.m.).

***Development Variance Permit – 3205 Exeter Road***

MOVED by Councillor Copley

Seconded by Councillor Herbert, That the following motion be lifted from the table:

That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 3205 Exeter Road (Amended Lot 8 (DD 253708-I), Block C, Section 31, Victoria District, Plan 3599), varying the following provisions of Bylaw No. 3531, being the *Zoning Bylaw, 1986*, as amended:

<u>Bylaw Section</u>	<u>Required/ Permitted</u>	<u>Requested</u>	<u>Variance</u>
4.15.1 Maximum Paved Surface (Front Yard)	25%	27.2%	2.2 percentage points
6.2.4 (2)(a) Minimum Front Lot Line Setback	10.66 m	10.47 m	0.19 m
6.2.4 (2)(c) & Schedule “C” Minimum Side Lot Line Setback	4.27 m	2.96 m	1.31 m
6.2.4 (2)(e) & Schedule “C” Total of Side Lot Lines Setbacks	10.97 m	7.43 m	3.54 m

to accommodate additions to the dwelling, as more particularly shown on the plans attached to Committee of the Whole agenda item #2009-222, being a memorandum from the Director of Building and Planning dated June 3, 2009.

CARRIED

David Yamamoto, Zebra Designs, spoke to the application on behalf of the owners. Mr. Yamamoto said that the applicants had met with the neighbours to the south, who had submitted a letter objecting to the variances on the ground that the proposed construction could shade their deck and back garden, and also that it could detract from their privacy.

Mr. Yamamoto said he had produced his own shadowing plans, which, in his view, showed that interference with sunlight need not be a concern. He acknowledged, however, that the neighbours still had not been prepared to withdraw the objection that they had registered.

Given the foliage on both sides of the property boundary, along with the siting of the house to the south relative to the proposed addition, Mr. Yamamoto also felt that the work would not intrude upon the privacy of the neighbours.

Councillor Herbert observed that the proposed addition came very close to a Florida Dogwood tree.

Mr. Yamamoto said that the Florida Dogwood was a 4-stem tree. He anticipated that one of the stems may have to be removed, but that the rest of the tree could be retained. Should this prove impossible, he said, the owners were prepared to replace the Florida Dogwood with another tree of comparable size.

The question on the main motion was then called.

CARRIED

RESOLUTIONS:

***Development Variance Permit – 2304 Epworth Street***

MOVED by Councillor Herbert

Seconded by Councillor Ney, That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 2304 Epworth Street (Lot 33, Block 2, Section 28, Victoria District, Plan 915) varying the following provisions of Bylaw No. 3531 (*Zoning Bylaw, 1986*, as amended):

<u>Bylaw Section</u>	<u>Required</u>	<u>Requested</u>	<u>Variance</u>
6.5.4(3)(a) & Schedule 'B' Maximum Building Height	6.83 m	6.93 m	0.10 m
6.5.4(3)(b) & Schedule 'B' Maximum Occupiable Height	4.27 m	4.50 m	0.23 m
6.5.4(11) Minimum Second Storey Setback from Interior Side Lot Line	3.00 m	2.80 m	0.20 m

to accommodate the construction of additions to the principal building, as shown on the sketches appended to Committee of the Whole agenda item #2009-237, being a memorandum from the Director of Building and Planning dated June 29, 2009.

MOVED by Councillor Cassidy

Seconded by Councillor Braithwaite, That the motion in respect of the development variance permit for 2304 Epworth Street be tabled to allow notice to be given in accordance with *the Local Government Act*.

CARRIED

***Development Variance Permit – 2022 Haultain Street***

MOVED by Councillor Herbert

Seconded by Councillor Copley, That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 2022 Haultain Street (Lot 19, Block 4, Section 28, Victoria District, Plan 1154) varying the following provisions of Bylaw No. 3531 (*Zoning Bylaw, 1986*, as amended):

<u>Zoning Bylaw Section</u>	<u>Required</u>	<u>Requested</u>	<u>Variance</u>
6.5.4(2)(a) Minimum Front Lot Line Setback, Accessory Structures	7.62 m	2.60 m	5.02 m
4.15.1 Max. % of Front Yard Allowed to be Paved	25% (29.0 m <sup>2</sup> )	52% (60.1 m <sup>2</sup> )	27 % points (31.1 m <sup>2</sup> )

to allow the retention of a pergola and patio as shown on the plans appended to Committee of the Whole agenda item #2009-238, being a memorandum from the Director of Building and Planning dated June 29, 2009

MOVED by Councillor Cassidy  
Seconded by Councillor Herbert, That the motion in respect of the development variance permit for 2022 Haultain Street be tabled to allow notice to be given in accordance with the *Local Government Act*.

**CARRIED**  
*(Councillor Braithwaite against the motion)*

***Development Variance Permit – 2383 Musgrave Street***

MOVED by Councillor Herbert  
Seconded by Councillor Copley, That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 2383 Musgrave Street (Lot 10, Block 6, Section 61, Victoria District, Plan 379) varying the following provision of Bylaw No. 3531 (*Zoning Bylaw, 1986*, as amended):

<u>Zoning Bylaw Section</u>	<u>Required</u>	<u>Requested</u>	<u>Variance</u>
4.15.1 Max. % of Front Yard Allowed to be Paved	25% (29.0 m <sup>2</sup> )	33% (38.1 m <sup>2</sup> )	8 % points (9.1 m <sup>2</sup> )

to allow the retention of a patio as shown on the plans appended to Committee of the Whole agenda item #2009-239, being a memorandum from the Director of Building and Planning dated July 8, 2009.

MOVED by Councillor Cassidy  
Seconded by Councillor Copley, That the motion in respect of the development variance permit for 2383 Musgrave Street be tabled to allow notice to be given in accordance with the *Local Government Act*.

**CARRIED**  
*(Councillor Braithwaite against the motion)*

***Development Variance Permit – 3220 Weald Road***

MOVED by Councillor Copley

Seconded by Councillor Herbert, That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 3220 Weald Road (Lot 6, Block B, Section 31, Victoria District, Plan 3504), varying the following provision of Bylaw No. 3531, being the *Zoning Bylaw, 1986*, as amended:

<u>Bylaw Section</u>	<u>Required</u>	<u>Requested</u>	<u>Variance</u>
6.2.4(2)(c) & Schedule “C” Minimum Interior Side Lot Line Setback	4.57 m	1.83 m	2.74 m

to accommodate the construction of an accessory building on the south side of the property as shown on the sketches comprising Committee of the Whole agenda item #2009-240-1.

MOVED by Councillor Cassidy

Seconded by Councillor Braithwaite, That the motion in respect of the development variance permit for 3220 Weald Road be tabled to allow notice to be given in accordance with *the Local Government Act*.

CARRIED

***Attendance at the Union of British Columbia Municipalities Convention***

MOVED by Councillor Herbert

Seconded by Councillor Braithwaite, That Council approve the attendance of Oak Bay Council members at the *2009 Union of British Columbia Municipalities Convention*, to be held in Vancouver, BC, September 28 to October 2, 2009, and the payment of expenses necessarily incurred by them.

CARRIED

**BYLAWS:**

***For Adoption***

Mayor Causton asked if anyone in attendance wished to address Council regarding the proposed amendment to the Financial Plan Bylaw. No one coming forward in this regard, it was

MOVED by Councillor Herbert

Seconded by Councillor Copley, That Bylaw No. 4478, *Financial Plan Bylaw, 2009, Amendment Bylaw No. 3, 2009*, be adopted.

CARRIED

***For First, Second and Third Reading***

MOVED by Councillor Copley  
Seconded by Councillor Braithwaite, That Bylaw No. 4479, *Procedure Bylaw Amendment Bylaw, 2009*, be introduced and read a first time.

CARRIED

MOVED by Councillor Copley  
Seconded by Councillor Braithwaite, That Bylaw No. 4479, *Procedure Bylaw Amendment Bylaw, 2009*, be read a second time.

CARRIED

MOVED by Councillor Copley  
Seconded by Councillor Braithwaite, That Bylaw No. 4479, *Procedure Bylaw Amendment Bylaw, 2009*, be read a third time.

CARRIED

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That Bylaw No. 4480, *Records Administration Bylaw Amendment Bylaw, 2009*, be introduced and read a first time.

CARRIED

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That Bylaw No. 4480, *Records Administration Bylaw Amendment Bylaw, 2009*, be read a second time.

CARRIED

MOVED by Councillor Braithwaite  
Seconded by Councillor Herbert, That Bylaw No. 4480, *Records Administration Bylaw Amendment Bylaw, 2009*, be read a third time.

CARRIED

**ADJOURNMENT:**

MOVED by Councillor Braithwaite  
Seconded by Councillor Cassidy, That the meeting of Council be adjourned.

CARRIED

The meeting adjourned at 8:58 p.m.

Certified Correct:

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D/Municipal Clerk

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Mayor

