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, August 17, 2009, at 7:30 p.m.

PRESENT: Councillor A. R. Cassidy (Acting Mayor)

Councillor H. Braithwaite Councillor P. Copley Councillor J. D. Herbert Councillor N. B. Jensen Councillor T. Ney

STAFF: Municipal Clerk, L. Hilton

Municipal Treasurer, P. A. Walker

Director of Building and Planning, R. Thomassen

Acting Mayor Cassidy called the meeting to order at 7:30 p.m.

#### ADOPTION OF REPORT:

Public Hearing – July 20, 2009

### MOVED by Councillor Herbert

Seconded by Councillor Braithwaite, That the report of the Public Hearing held on Monday, July 20, 2009, be adopted.

**CARRIED** 

### **ADOPTION OF MINUTES:**

Council - July 20, 2009

#### MOVED by Councillor Braithwaite

Seconded by Councillor Herbert, That the minutes of the Council meeting held on Monday, July 20, 2009, be adopted.

**CARRIED** 

Committee of the Whole – August 10, 2009

## MOVED by Councillor Braithwaite

Seconded by Councillor Ney, That the minutes of the Committee of the Whole meeting held on Monday, August 10, 2009, and the recommendations contained therein, be adopted.

**CARRIED** 

#### **COMMUNICATIONS:**

1. -- EXCERPT FROM MINUTES OF JULY 20, 2009 COUNCIL MEETING

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

The Chair acknowledged that this item was deferred at the last meeting of Council to afford members of Council the opportunity to visit the site and observe the tree proposed by the applicant to be removed.

There was discussion regarding the tree, and the criteria under which Council could possibly authorize its removal. Although concerns were raised regarding the effect of the Cedar tree on a nearby Dogwood tree, it was acknowledged that there was no criteria within the Bylaw that would be met to allow its removal on this basis, as its removal could only be authorized if it was to protect the health and vigour of at least two other protected trees.

Responding to questions from Council, the Municipal Clerk noted that whether or not replacement trees would be required under the Bylaw depends on the criteria used to authorize its removal, however Council could request that the owner give consideration to planting other trees in its stead even if a replacement tree is not required.

Miss Campbell confirmed her willingness to plant a replacement tree if the Cedar tree was to be removed.

In further reviewing the criteria that would allow Council to authorize removal of the tree, it was felt that the tree really did impact the ordinary amenities that could reasonably be expected to be enjoyed by Miss Campbell.

### MOVED by Councillor Herbert

Seconded by Councillor Ney, That the issuance of a permit for the removal of the Cedrus deodara tree, located on the private property adjacent to the house at 2645 Anscomb Place, be ordered pursuant to Section 21.1(2) of the Tree Protection Bylaw.

**CARRIED** 

2.	2009-267	DAVID AND FRANCES DEXTER, June 22, 2009
	2009-267-1	DAVID AND FRANCES DEXTER, May 26, 2009
	2009-267-2	MUNICIPAL CLERK, July 2, 2009
		Re Tree Protection Bylaw - Application for Reconsideration of Permit
		Refusal - 2510 Central Avenue

<u>David Dexter</u>, applicant, was in attendance to provide a history of the damage that the tree he wished to have removed has caused to the drainage system and the risk of damage to his house as assessed by a representative of Davey Tree Expert Co. of Canada Ltd. in the correspondence contained in the agenda package.

Responding to questions, the Municipal Clerk advised that while Mr. Dexter has knowledge of the history of the damage the tree has caused to the drainage system, as there are no records in this regard for reference, Parks Department staff felt unable to issue a permit for that reason.

#### MOVED by Councillor Herbert

Seconded by Councillor Ney, That the issuance of a permit for the removal of the Cypress tree, located on the private property adjacent to the house at 2510 Central Avenue, be ordered pursuant to Section 21.1(1) of the Tree Protection Bylaw.

It was pointed out by Councillor Jensen that the Parks and Recreation Commission intended to review the Tree Protection Bylaw with respect to issues that have arisen over time regarding its application to see if there are any trends that might warrant further amendments to the Bylaw. The two cases just considered, he said, would be good information for the Commission to have in that regard.

3. 2009-268 DIRECTOR OF BUILDING AND PLANNING, August 11, 2009 2009-228 STUART STARK AND MARGARET GRAHAM-BELL, May 28, 2009 Re Request for Heritage Designation – 1936 Hampshire Road

<u>Stuart Stark</u> was in attendance to answer questions with respect to his request to Council to designate his property at 1936 Hampshire Road as heritage property. Mr. Stark outlined the many features of the house that make it worthy of designation, noting that he is available to consult with staff with respect to describing the features for a designation bylaw, should his request proceed to that stage.

Attention was drawn to the recommendation from the Heritage Advisory Panel that stated 1936 Hampshire Road is an excellent candidate for heritage designation.

#### MOVED by Councillor Jensen

Seconded by Councillor Braithwaite, That staff be directed to draft a heritage designation bylaw with respect to the dwelling at 1936 Hampshire Road, to be brought forward to Council for consideration.

**CARRIED** 

4. 2009-269 DIRECTOR OF BUILDING AND PLANNING, August 11, 2009 2009-253 J E O'HALLORAN AND G E FENDALL, July 3, 2009 Re Request for Heritage Designation – 929 Island Road

Referring to the request from the owners of 929 Island Road for heritage designation of the dwelling, the Chair drew attention to the recommendation from the Heritage Advisor Panel that stated that 929 Island Road is a strong candidate for heritage designation.

#### MOVED by Councillor Nev

Seconded by Councillor Copley, That staff be directed to draft a heritage designation bylaw with respect to the dwelling at 929 Island Road, to be brought forward to Council for consideration.

The significance of the property is terms of it being an original farmhouse pre-dating the incorporation of the Municipality was noted by Councillor Copley, along with its role in contributing to the ambiance of the street and aesthetics of the neighbourhood, which were felt to be important considerations with respect to the proposed designation.

The question was then called.

## 5. 2009-270 OAK BAY BUSINESS IMPROVEMENT ASSOCIATION, August 11, 2009

Re Request to Close Oak Bay Avenue for Oak Bay Village Night Market

It was noted that although approval has already been given for the Oak Bay Village Night Market dates, that approval did not include the closure of Oak Bay Avenue, which is now being requested by the Oak Bay Business Improvement Association for the remaining dates.

## MOVED by Councillor Jensen

Seconded by Councillor Braithwaite, That approval for the closure of Oak Bay Avenue, between Monterey Avenue and Wilmot Place, from 3:00 p.m. to 9:00 p.m. on August 20, September 17, and October 15, 2009 be approved subject to all the same conditions attached to the July 20, 2009 approval for the Oak Bay Village Night Market, subject to the elimination of the occupancy of the parking stalls on the east side of Wilmot Place where it intersects with Oak Bay Avenue and of the sidewalk in front of the Oak Bay Centre, and subject to the event organizer agreeing to obtain Oak Bay Police approval for a traffic plan and implement the same subject to any field instructions from the Police, with the Municipal Clerk being authorized to execute the required public property occupancy agreement on behalf of the District of Oak Bay.

**CARRIED** 

## 6. 2009-271 JEAN SPARKS, July 22, 2009

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

Attention was drawn to the information provided by Jean Sparks, Oak Bay Archives, on the historical use and significance of the Salish Sea name requested by Council at its last meeting in response to the proposal by the BC Geographical Names Office to rename the 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.

There was discussion regarding the proposal and various reasons in support of the proposed renaming were noted, such as its recognition of the historical significance of the area for the Coast Salish people. Concerns, however, were also raised with respect to the costs to implement the change and potential navigational confusion that could result.

#### MOVED by Councillor Herbert

Seconded by Councillor Ney, That the B.C. Geographical Names Office be advised that the Council has no objection to the proposal to adopt the name "Salish Sea" with respect to the inland waters adjacent to Washington State and British Columbia, subject to the assurance that the names of existing bodies of water would be retained with "Salish Sea" applying to those areas collectively.

There was further discussion on the motion with some members of Council expressing the view that the proposed re-naming should be actively supported rather than simply not objected to. It was also pointed out that information provided stated that the proposed re-naming was not intended to replace any existing names of bodies of water.

The question on the motion was then called.

**DEFEATED** 

(Councillors Copley, Jensen and Ney against the motion)

### MOVED By Councillor Jensen

Seconded by Councillor Copley, That the B.C. Geographical Names Office be advised that Council agrees with the proposal to adopt the name "Salish Sea" with respect to the inland waters adjacent to Washington State and British Columbia.

**CARRIED** 

(Councillors Braithwaite and Herbert against the motion)

With respect to the question asked by the B.C. Geographical Names Office regarding awareness of the name "Salish Sea" before 2009, it was agreed that the response should be that some members of Council were aware of it and some were not.

7. 2009-272 JENNIFER WILSON, July 21, 2009

Re Request for Road Closure for Block Party on St. David Street – September 7, 2009

## MOVED by Councillor Braithwaite

Seconded by Councillor Herbert, That approval be given for the closure of St. David Street between Windsor Road and McNeill Avenue on September 7, 2009 between 4:00 p.m. and 8:00 p.m. for the purpose of a neighbourhood block party.

**CARRIED** 

8. 2009-273 SIKATA BANERJEE, August 4, 2009

Re Request for Road Closure for Block Party on Linkleas Avenue – August 29, 2009

#### MOVED by Councillor Herbert

Seconded by Councillor Ney, That approval be given for the closure of the 700 and 800 blocks of Linkleas Avenue on August 29, 2009 between 3:00 p.m. and 7:00 p.m. for the purpose of a neighbourhood block party.

**CARRIED** 

9. 2009-274 DIERDRE VINCENT, August 13, 2009

Re Request for Road Closure for Block Party Dover/Devon Cul-de-sac – September 13, 2009

#### MOVED by Councillor Copley

Seconded by Councillor Braithwaite, That approval be given for the closure of the cul-de-sac at the intersection of Dover and Devon Roads from 4:30 p.m. to 7:30 p.m. on Sunday, September 13, 2009, for the purpose of a neighbourhood block party.

## 10. 2009-275 JEANNE OMNESS, July 20, 2009 Re Request to Write-off Late Tax Payment Penalty

Acting Mayor Cassidy noted that Mrs. Omness is asking Council to waive the late property tax penalty for the reasons outlined in her letter. He also drew attention to the note from staff indicating that Council does not have the authority to waive the penalty, however, the Local Government Act allows Council to apply to the Minister of Community and Rural Development for the authority to write-off the 10% penalty for late payment of property taxes.

The Municipal Treasurer responded to questions, noting that there have only been two cases where Council has found the circumstances sufficiently singular and extenuating in comparison to other circumstances that result in late payment penalties in any given year to write to the Minister for the authority to write-off a late penalty payment, as described in the information provided in the agenda package.

Noting that the letter from Ms. Omness lacks sufficient detail to place any time lines on the difficulties she encountered with her chequing account in respect to the payment deadline, it was suggested that this item be deferred.

## MOVED by Councillor Jensen

Seconded by Councillor Ney, That correspondence item No. 2009-275 be deferred to allow the applicant to provide further information on her request and to provide an additional opportunity for her to appear before Council to speak to her request.

**CARRIED** 

# 11. 2009-276 SCOTT ALEXANDER, August 5, 2009 Re Request to Write-off Late Tax Payment Penalty

## MOVED by Councillor Cassidy

Seconded by Councillor Braithwaite, That correspondence item number 2009-276 be received.

**CARRIED** 

# 12. 2009-277 DIRECTOR OF BUILDING AND PLANNING, August 12, 2009 Re Rezoning Application – 2187 Oak Bay Avenue

Acting Mayor Cassidy explained that the applicants are proposing to relocate the existing liquor store adjacent to the Penny Farthing to the middle of Athlone Court. The current zoning of Athlone Court, it was noted, does not allow a liquor retail sales use.

Councillor Ney stated that inasmuch as she has office space in Athlone Court, she would be unable to participate in the discussion or vote on any decisions on the matter. Councillor Ney left the meeting at 8:29 p.m.

It was noted that if Athlone Court was to be rezoned to allow a liquor retail sale use that the property housing the existing Penny Farthing liquor store would also allow retail liquor sale use, and members of Council felt that reviewing the details of the issues discussed during that rezoning process would be useful.

There was consensus that the application merited further discussion at the Committee of the Whole level and staff was asked to report back at that time with details of the Penny Farthing rezoning process in respect to the current liquor retail sales business.

## MOVED by Councillor Jensen

Seconded by Councillor Herbert, That the application for rezoning of 2187 Oak Bay Avenue be referred to Committee of the Whole for discussion.

The Municipal Clerk noted that prior to the application being brought forward to Committee of the Whole the applicants would be required to post notification signs on the property and would also be required to pay a deposit to cover the costs of the amendment process.

The question on the motion was then called.

**CARRIED** 

Councillor Ney returned to the meeting at 8:37 p.m.

13. 2009-278 BRITISH COLUMBIA RECREATION AND PARKS ASSOCIATION, July 14, 2009

Re Request for Letter of Support – Recreation Infrastructure Renewal

#### MOVED by Councillor Herbert

Seconded by Councillor Jensen, That correspondence item no. 2009-278 be referred to the Parks and Recreation Commission for a recommendation to Council.

**CARRIED** 

14. 2009-279 SCOUTS CANADA, GREATER VICTORIA, July 23, 2009 Re Request for Tag Day – October 3, 2009

#### MOVED by Councillor Jensen

Seconded by Councillor Braithwaite, That permission be granted for the Greater Victoria Area branch of Scouts Canada to hold a "Scout Apple Day" fund raising event on public streets in Oak Bay from 9:00 a.m. to 3:00 p.m. on Saturday, October 3, 2009.

15.	2009-280 2009-280-1 2009-280-2	KEITH AND GILLIAN YOUNG, July 29, 2009 ROBERT AND GILLIAN RHODES, August 13, 2009 DENNIS MCCALLUM, August 17, 2009 Re Development Variance Permit – 2304 Epworth Street
16.	2009-281 2009-281-1	NORMA HAMILTON, [Undated] LAWRENCE AND PATRICIA WALTON, July 28, 2009 Re Development Variance Permit – 2022 Haultain Street
17.	2009-282	JUDY MACKAY, July 23, 2009 Re Development Variance Permit – 2383 Musgrave Street

18. 2009-283 NORMAN WALE, July 24, 2009
2009-283-1 JOHN AND PAT PALMER, August 3, 2009
Re Development Variance Permit – 3220 Weald Road

## MOVED by Councillor Copley

Seconded by Councillor Herbert, That correspondence items no. 2009-280 to 2009-283-1 be received.

**CARRIED** 

## **NEW BUSINESS:**

Capital Regional District - Proposed Ban on Wood Waste Products in Landfill

Councillor Ney drew attention to the CRD's proposal to ban wood waste products from the landfill effective March 1, 2010, noting that perhaps thought should be given to what will be done with wood waste products when they are diverted from the landfill. She further noted that incentives to reduce the use of wood through the development process may also be worthy of consideration.

#### TABLED:

#### Development Variance Permit – 2304 Epworth Street

### MOVED by Councillor Braithwaite

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 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):

Bylaw Section	Required	Requested	<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.

**CARRIED** 

<u>David Bayne</u>, applicant, explained his family's need for the additional room that would be provided with the proposed second storey addition and the minor height and siting variances that it would entail.

Responding to questions from Council with respect to possible alternative designs to eliminate the need for variances, Mr. Bayne advised that any other design would still require an occupiable height variance due to the existing dwelling.

Attention was drawn to the letters received in opposition to the proposed variances, some of which make reference to the height of the dwelling. Responding to questions, the Director of Building and Planning confirmed that the roof height would be within the bylaw limit.

In response to the Chair's invitation to members of the public in attendance to speak to the application, <u>Keith Young</u>, resident of a nearby property, said that he is worried about the proposed height of the house, noting that he would prefer to see the applicants expand their house towards the west. However, he said, he would like to see the Bayne's stay in the neighbourhood.

The question on the main motion was then called.

**CARRIED** 

#### Development Variance Permit – 2022 Haultain Street

MOVED by Councillor Jensen

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 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):

Zoning Bylaw Section	<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.

**CARRIED** 

<u>Tracey D'Silva</u>, owner, answered questions from Council, indicating that pavers were to be used for the patio, which would allow drainage.

The question on the main motion was then called.

**CARRIED** 

(Councillor Braithwaite against the motion)

## Development Variance Permit – 2383 Musgrave Street

MOVED by Councillor Jensen

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 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):

Zoning Bylaw Section	<u>Required</u>	Requested	<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> )
	(29.0 III )	(30.1 III )	(9.1 III )

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.

**CARRIED** 

<u>Linda Allan</u>, owner, was in attendance and noted that the paved surface was to consist of paving stones and sand.

At the invitation of the Chair to address Council on the application, <u>Dan Langren</u>, a neighbour, noted his support for the work and the variances required.

Councillor Braithwaite, as when the application was considered by Committee of the Whole, indicated that she was not in favour of granting the variance, saying that perhaps the bylaw requirement should be reviewed given the number of variances of this type that are being requested, and in any event, she felt the amount of paved surfaces in general should be decreasing rather than increasing.

The view that the Bylaw regulations do not need review in this regard was expressed, and that if applicants want more than is currently permitted, it is appropriate for them to have to state their case in that regard through the development variance permit process.

The attractiveness of the patio was acknowledged as a good use of the front yard.

The question on the main motion was then called.

**CARRIED** 

(Councillor Braithwaite against the motion)

#### Development Variance Permit – 3220 Weald Road

MOVED by Councillor Jensen

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 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:

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

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.

**CARRIED** 

<u>Brian Canfield</u> spoke to his application for a side yard setback variance in respect to a shed proposed for the south side of the property.

In response to concerns raised in letters from neighbours regarding possible noise from a generator and heat pump proposed to be located within the shed, Mr. Canfield assured members of Council that both would comply with bylaw requirements in that regard, and that he was prepared to forgo the generator if it was an issue.

Acting Mayor Cassidy pointed out that any noise issues resulting from either the heat pump or a generator were bylaw enforcement matters, and not directly related to the application for a setback variance for an accessory building. Accordingly, he said, the focus should be on the structure itself.

Councillor Jensen confirmed his concern about the possible noise from a generator, noting he would vote in favour based on the owners' assurance that he would not locate a generator in the building.

With no one else coming forward to speak on the application, the question on the main motion was then called.

**CARRIED** 

## **RESOLUTIONS:**

#### Development Variance Permit – 2027 Runnymede Avenue

#### MOVED by Councillor Jensen

Seconded by Councillor Braithwaite, That the Director of Building and Planning be authorized to issue a Development Variance Permit with respect to 2027 Runnymede Avenue (Lot 3, Section 47, Victoria District, Plan 32613) varying the following provisions of Bylaw No. 3531 (*Zoning Bylaw*, 1986, as amended):

Zoning Bylaw Section	<u>Permitted</u>	<u>Requested</u>	<u>Variance</u>
6.4.4(6)(b) Maximum Gross Floor Area	$480 \text{ m}^2$	$767.5 \text{ m}^2$	287.5 m <sup>2</sup>

6.4.4(6)(b) 360 m<sup>2</sup>  $685.4 \text{ m}^2$  325.4 m<sup>2</sup> below grade 360 m<sup>2</sup>  $685.4 \text{ m}^2$  325.4 m<sup>2</sup>

to accommodate the proposed additions as shown on the plans dated July 2, 2009 and appended to Committee of the Whole agenda item #2009-263, being a memorandum from the Director of Building and Planning dated July 22, 2009.

## MOVED by Councillor Jensen

Seconded by Councillor Braithwaite, That the motion in respect of the development variance permit for 2027 Runnymede Avenue be tabled to allow notice to be given in accordance with *the Local Government Act*.

**CARRIED** 

## Development Variance Permit – 123 Barkley Terrace

## 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 123 Barkley Terrace (Lot C, Section 19, Victoria District, Plan 14311) varying the following provisions of Bylaw No. 3531 (*Zoning Bylaw*, 1986, as amended):

Bylaw Section	Required	Requested	<u>Variance</u>
6.4.4(2)(a) Minimum Front Lot Line Setback	7.62 m	1.2 m	6.42 m
4.1 & Schedule 'A', A.1.(a) Minimum Number of Parking Spaces	2 spaces including one in building	1space in building	1 uncovered space

to accommodate renovations to the dwelling, including the provision of only one covered parking stall, as shown on the plans attached to Committee of the Whole agenda item #2009-264, being a memorandum from the Director of Building and Planning dated July 22, 2009

## MOVED by Councillor Herbert

Seconded by Councillor Copley, That the motion in respect of the development variance permit for 123 Barkley Terrace be tabled to allow notice to be given in accordance with the *Local Government Act*.

**CARRIED** 

## **BYLAWS**:

#### For Adoption

Acting Mayor Cassidy asked if anyone in attendance wished to address Council regarding the proposed amendment to the Procedure Bylaw, and no one came forward in this regard.

MOVED by Councillor Herbert Seconded by Councillor Braithwaite, That Bylaw No. 4479, <i>Procedure Bylaw Amendment Bylaw</i> , 2009, be adopted.
CARRIED
MOVED by Councillor Herbert Seconded by Councillor Braithwaite, That Bylaw No. 4480, <i>Records Administration Bylaw Amendment Bylaw</i> , 2009, be adopted.
CARRIED
ADJOURNMENT:
MOVED by Councillor Braithwaite Seconded by Councillor Jensen, That the meeting of Council be adjourned.
CARRIED
The meeting adjourned at 9:38 p.m.
Certified Correct:
Municipal Clerk Acting Mayor