

TOWN OF SIDNEY
ADVISORY PLANNING COMMISSION MEETING
THE ARBUTUS ROOM – 3:00 P.M.

February 4, 2020

AGENDA

1. **CALL TO ORDER:**
2. **INTRODUCTIONS:**
3. **ELECTION OF CHAIR & VICE CHAIR:**
4. **ADOPTION OF AGENDA:**
5. **ADOPTION OF MINUTES:** November 19, 2019
6. **REVIEW OF APC BINDER:**
7. **REVIEW OF APC MANDATE:**
 - Staff Presentation
8. **RECORD OF DECISION PROCESS:**
9. **ITEMS DISPOSITION BY COUNCIL:**
 - OCP Advisory Committee
10. **MEETING ADJOURNMENT:**

TOWN OF SIDNEY
ADVISORY PLANNING COMMISSION MEETING MINUTES
NOVEMBER 19, 2019

PRESENT:

Chairperson: Kelly Bull-Tomer

Members: Bernardine van der Meer, Don Carscadden, Clarence Bolt, Denny Gelinias, Donald Macnamara, Douglas Watt, John Crowhurst, Patrick Killeen

Council Liaison: Councillor Barbara Fallot

Staff: Alison Verhagen, Senior Manager of Current Planning
Kevin Weber, Planning Technician
Alissa McCrea, Administrative Assistant

Absent: Graden Sol, Jason Rodd

1. **CALL TO ORDER:**

The Chair called the meeting to order at 2.58 p.m.

2. **ADOPTION OF AGENDA:**

Moved by Bernadette van der Meer, seconded by John Crowhurst, that the Agenda be adopted as circulated.

MOTION CARRIED UNANIMOUSLY:

3. **ADOPTION OF MINUTES:**

Moved by Donald Macnamara, seconded by Patrick Killeen, that the Minutes of November 5, 2019 be adopted as circulated.

MOTION CARRIED UNANIMOUSLY:

4. **DEVELOPMENT PERMIT APPLICATION NO. DP100806:**

2315 Mills Rd

PROPOSAL:

- The proposal is for a renovation, partial demolition, and addition to an existing 3-storey multi-family residential assisted living development.
- A total of 79 residential units are to be retained within the existing building. The proposed addition is to house 69 additional units, bringing the total number of residential units to 148.

- No variances are being requested as part of this proposal.

Alison Verhagen gave a brief overview on the proposed development.

Presenters: Christine Lintott & Laurie Aves, Christine Lintott Architects Inc. (Project Architects)

Christine Lintott, Christine Lintott Architects Inc., gave a PowerPoint presentation of the proposed renovation, highlighting on the following:

- Existing building will retain 79 units;
- Addition will create 69 new units (1st floor for memory care; and 2 floors for assisted living);
- A combination of both underground parking (40 spaces) and surface parking (32 spaces);
- New addition and underground parking will be accessed off of Henry Avenue. Main entrance to the building as a whole will remain on Mills Avenue.
- Air handling units should not be visible from the street due to the inset on the roof and the slope of the parapet portions of the roof line.
- Landscaping provides meaningful outdoor space that will including a memory care courtyard area. This will be a sensory garden with plantings that are all edible.

Ms. Lintott advised that no variances have been requested as the proposal meets with Town requirements. She advised the purpose of the renovation is to create a continuum of care and to allow people to age in place.

Don Carscadden arrived at 3:14 pm

Record of Decision:

- Members felt that the project is well designed, fits well into the neighborhood and meets the needs of the community.
- Concern was raised by a Commission member regarding the limited size of individual assisted and long-term care units in general.
- Discussion by Commission regarding the pros and cons of deliberate clustering of senior care facilities in the same area.
- Discussion regarding whether the exterior façade on the existing portion of the building could be more harmonious with the materials that will be used on the new addition.
- Members applauded the applicant for proposing non-combustible construction.

Moved by Douglas Watt, seconded by Donald Macnamara, that the Advisory Planning Commission recommends to Council that Development Permit Application No. DP100806 (for the form and character of a 3-storey addition to an existing 3-storey multi-family residential assisted living development) be approved, subject to the following conditions:

- 1. That the applicant submit additional information on the height, location, and screening of rooftop mechanical equipment addressing Design Guideline No. 20.3.17 to the satisfaction of the Senior Manager of Current Planning, and;**
- 2. That prior to the issuance of Building Permit the property owner shall:**
 - a. Pay to the Town a deposit in the amount of 115% of the estimated cost to complete the hard and soft landscaping for the development, and;**

- b. Register a flood hazard covenant on the title of the property referencing the submitted Engineer's report.**

MOTION CARRIED UNANIMOUSLY:

6. ITEMS DISPOSITION BY COUNCIL:

Councillor Barbara Fallot gave an update on Council's decisions with regard to recent Development Applications.

7. ADJOURNMENT:

Moved by Douglas Watt, seconded by Donald Macnamara, that the meeting be adjourned.

MOTION CARRIED UNANIMOUSLY

Meeting adjourned at 3:48 p.m.

CHAIRPERSON

Summary of Information for APC Members - 2020

Section 1

- 2020 Meetings Schedule

Section 2

- Committee and Council Member Information

Section 3 **Relevant Policies**

1. Correspondence / Communication from the Public
2. Contacts with the Media – AD-008
3. Agenda and Minutes – Committees – CC-001
4. Committees / Commissions / Boards – CC-002
5. Conflict of Interest – CC-003
6. Staff Attendance / Support – CC-007

Section 4 **Bylaws**

1. Land Use Procedures Bylaw 1380
2. Bylaw to Establish an APC - Bylaw 2181

Section 5 **Meeting Packages**

Official Community Plan (OCP), Zoning Bylaw and Off-Street Parking Bylaws:

The Town's Official Community Plan (OCP), Zoning Bylaw, and Off-Street Parking Bylaws are amended from time to time. The current versions of these Bylaws can always be found on the Town's website (www.sidney.ca). Please let me know if you would prefer a hard copy of these Bylaws and we will print you a current set.

APC MEETING SCHEDULES

FOR THE YEAR 2020

| <u>DATE</u> | <u>TIME</u> | <u>LOCATION</u> |
|--------------------|-------------|-----------------|
| January 7, 2020 | 3:00 p.m. | Arbutus Room |
| January 21, 2020 | 3:00 p.m. | Arbutus Room |
| February 4, 2020 | 3:00 p.m. | Arbutus Room |
| February 18, 2020 | 3:00 p.m. | Arbutus Room |
| March 3, 2020 | 3:00 p.m. | Arbutus Room |
| March 17, 2020 | 3:00 p.m. | Arbutus Room |
| April 7, 2020 | 3:00 p.m. | Arbutus Room |
| April 21, 2020 | 3:00 p.m. | Arbutus Room |
| May 5, 2020 | 3:00 p.m. | Arbutus Room |
| May 19, 2020 | 3:00 p.m. | Arbutus Room |
| June 2, 2020 | 3:00 p.m. | Arbutus Room |
| June 16, 2020 | 3:00 p.m. | Arbutus Room |
| July 7, 2020 | 3:00 p.m. | Arbutus Room |
| July 21, 2020 | 3:00 p.m. | Arbutus Room |
| August 4, 2020 | 3:00 p.m. | Arbutus Room |
| August 18, 2020 | 3:00 p.m. | Arbutus Room |
| September 1, 2020 | 3:00 p.m. | Arbutus Room |
| September 15, 2020 | 3:00 p.m. | Arbutus Room |
| October 6, 2020 | 3:00 p.m. | Arbutus Room |
| October 20, 2020 | 3:00 p.m. | Arbutus Room |
| November 3, 2020 | 3:00 p.m. | Arbutus Room |
| November 17, 2020 | 3:00 p.m. | Arbutus Room |
| December 1, 2020 | 3:00 p.m. | Arbutus Room |
| December 15, 2020 | 3:00 p.m. | Arbutus Room |

If any of the above meetings have to be CANCELLED or RESCHEDULED, the Recording Clerk will contact you by email or telephone.

If you are unable to attend a scheduled meeting, please advise the Recording Clerk by email at amccrea@sidney.ca or by telephone at 250-656-1725.

**TOWN OF SIDNEY
ADVISORY PLANNING COMMISSION
2020**

Council Liaison: **Councillor Peter Wainwright** pwainwright@sidney.ca
 (Alternate: Councillor Barbara Fallot)

Staff Liaison: Alison Verhagen, Sr. Manager of Current Planning averhagen@sidney.ca
 Yazmin Hernandez, Municipal Planner yhernandez@sidney.ca

Recording Clerk: Alissa McCrea, Administrative Assistant amccrea@sidney.ca
 250-656-1725

MEETING SCHEDULE: 1st & 3rd Tuesdays, 3:00 - 4:00 p.m., Town Hall (Arbutus Room)

Term Expires 2020

John Crowhurst

Donald Macnamara

Denny Gelinias

Clarence Bolt

Patrick Killeen

Douglas Watt

Kelly Bull-Tomer

Don Carscadden

Bernandine van der Meer

Graden Sol

ADVISORY PLANNING COMMISSION

Summary of the Terms of Reference (excerpt from Bylaw No. 2181)

- 4.1 To advise Council on matters which have been referred to the Commission by Council and report back to Council:
 - i. within 60 days from the date of the Council referral; or
 - ii. within a period of time specified in the referral.
- 4.2 To consider all matters respecting land use, community planning or proposed bylaws and permits under Part 14 of the Local Government Act that are referred to the Commission by Council. These matters shall include the design merits of plans submitted in support of applications and consideration shall be given to the following principles:
 - i. professional critique on the overall design;
 - ii. the character of the proposed development in relation to its surroundings;
 - iii. site development, including landscaping and preservation of natural amenities;
 - iv. building design with reference to human needs, including size of entrances and location of same, view, privacy and noise;
 - v. outdoor lighting and signs;
 - vi. other concerns which may relate to matters of health, safety, security and amenities.
- 4.3 To consider environmental matters referred to the Commission by Council.
- 4.4 To consider all matters with regards to transportation, townscape and long range planning that are referred to the Commission by Council.
- 4.5 To consider heritage matters, under Part 15 of the *Local Government Act*, referred to the Commission by Council.

Correspondence / Communication from the Public

Part of your role on APC may include considering developments that some members of the community will find objectionable. As a result, there may be the desire for some residents to attempt to contact, by phone and email, individual APC members at their homes. (It is the Town's policy to not provide members' contact information to the public). The intent of this contact is to try and lobby and influence members so as to be sympathetic to their views on a particular project, in advance of the proposal being presented to APC.

It is important that members of APC understand the Town's position regarding this type of action.

- APC consists of volunteers from the community and their role and function is clear – they are to make recommendations to Council regarding matters (typically development proposals) that are referred to them by Council.
- APC members are asked to review proposals based upon the information that is provided to them in the staff report and presented to them by the proponents.
- It is not APC's role to be lobbied or influenced by citizens that are either in favor or opposed to specific development applications.

If APC members are contacted by members of the public, **the Town requests that members not engage, but rather refer them to the Development Services Department at the Town Hall.**

| TITLE: COMMITTEES / COMMISSIONS / BOARDS | | | | |
|--|------------------------------|-------------------------------------|----------------|--------------------------|
| Type: | Council | <input checked="" type="checkbox"/> | Administrative | <input type="checkbox"/> |
| Approved: | Council - May 26, 2003 | | #2003-23.494 | Ref: CC-002 |
| Amended: | Council - October 5, 2009 | | #2009.32.488 | Page: 1 of 9 |
| | Council - December 21, 2009 | | #2009.44.622 | |
| | Council - September 13, 2010 | | #2010.30.494 | |
| | Council - September 12, 2011 | | #2011.23.435 | |
| | Council - October 9, 2012 | | #2012.40.551 | |
| | Council - July 15, 2013 | | #2013.34.401 | |
| | Council - January 27, 2014 | | #2014.03.039 | |
| | Council - March 1, 2014 | | #2014.11.141 | |
| | Council - Dec 8, 2014 | | #2014.40.570 | |
| | Council - Dec 15, 2014 | | #2014.41.583 | |
| | Council - Jan 26, 2015 | | #2015.03.031 | |
| | Council - Dec 21, 2015 | | #2015.46.553 | |
| | Council - March 14, 2016 | | #2016.14.147 | |
| | Council - Nov 28, 2016 | | #2016.40.639 | |
| | Council - March 13, 2017 | | #2017.07.111 | |
| | Council - June 26, 2017 | | #2017.17.273 | |
| | Council - December 18, 2017 | | #2017.35.583 | |
| | Council - July 9, 2018 | | #2018.25.384 | |
| | Council - November 13, 2018 | | #2018.36.550 | |
| | Council - November 26, 2018 | | #2018.37.561 | |
| | Council - June 10, 2019 | | #2019.25.287 | |

Citizen Appointment Process - Committees/Commissions/Boards

1. Staff reviews appointments to determine which terms are due to expire at the end of the year. Staff advise members whose terms are due to expire and request that they submit an application if they are interested in seeking reappointment.
2. An advertisement is placed in the local newspaper in the beginning of October of each year outlining appointment opportunities available. The deadline for applications is the close of business on the first Monday in November.
3. All submissions must be forwarded to a Council In-Camera Meeting on the second Monday in November. Should Council wish to interview any applicants, interviews may be completed during the second and third week of November.
4. Appointments will be ratified at a Council In-Camera Meeting on the fourth Monday in November, with the official report on appointments being made at the Special Council Organizational/Inaugural Meeting on the first Monday in December.

Establishment of Town Committees

1. Mayor or Council may establish and appoint a committee to consider or inquire into any matter and to report its findings and opinion to Council. The following committees have been established:
 - a. Economic Advisory Committee
2. Upon establishment of a committee, a detailed Terms of Reference must be prepared clearly defining and describing the purpose, scope and authority of the committees.

3. The Town's Procedure Bylaw establishes the general procedures to be followed by Council and Council committees in conducting their business.
4. The following have been established by bylaw as required under provincial legislation:
 - a. Advisory Planning Commission (*Local Government Act*)
 - b. Board of Variance (*Local Government Act*)
 - c. Emergency Planning Committee (*Emergency Program Act*)

Role of Council Liaison to External Committees/Commissions/Boards

1. To serve as the primary two-way communications channel between Council and the committee/commission/board.
2. To serve as the primary informal Council contact for the committee/commission/board.
3. To help resolve questions the committee/commission/board may have about the role of Council, municipal government, and the committee/commission/board.
4. To establish formal or informal contact with the chairperson of the committee/commission/board and effectively communicate the role of the liaison.
5. To provide procedural direction and relay Council's position to the committee/commission/board, and to communicate to the committee/commission/board that the liaison's role is not to direct the board in its activities or work.
6. To serve as Council contact rather than an advocate for or ex-officio member of the committee/commission/board.
7. To identify and help resolve any problems that may exist with respect to the functioning of the committee/commission/board.

Council liaisons normally attend monthly meetings of the committees/commissions/boards. Liaisons are informed of the committees/commissions/boards activities through agendas and minutes, work plans, and annual reports. Attendance by a Council liaison should not affect the normal structure of the meeting. Attention should not be focused on the Council liaison and his or her input.

Economic Advisory Committee

Terms of Reference

Background

The Economic Advisory Committee was created to support the Town of Sidney in matters relating to Sidney's economy.

Mission & Objectives

The Economic Advisory Committee's primary objectives are to:

- Provide a forum for potential collaboration and information sharing among the different business sectors and organizations;
- Review and provide feedback on matters at the request of Council;
- Identify for Council's consideration, specific objectives and initiatives to support economic aspects of Sidney's Strategic Plan, and;
- Make annual recommendations to Council for specific projects that should be undertaken by the Town or in partnership with others.

Membership

1. The committee shall consist of at least 7, and up to 12 members, composed from the following list:

Voting Members

- 1 member nominated by the Sidney Business Improvement Area
(with 1 designated alternate)
- 1 member nominated by the Saanich Peninsula Chamber of Commerce
(with 1 designated alternate)
- 1 member nominated by the Victoria Airport Authority *(with 1 designated alternate)*
- 1 member from SEAG
- 1 member representing the downtown retail business sector
- 1 member representing the hospitality/tourism sector
- 1 member representing the service sector
- 1 member representing the West Sidney business sector
- 1 member representing the marine sector
- 1 member representing the home based business sector
- 1 Sidney resident member at large
- 1 Sidney resident member at large

Non-Voting Members

- Council Liaison
- Chief Administrative Officer (CAO)
- Director of Corporate Services (Alternate)
- Recording Secretary

2. Members shall undertake their responsibilities on an impartial and objective basis. Any member whose personal or financial interest could be in conflict with the subject matter being discussed should immediately disclose this information. Members with a conflict of interest will not participate in any discussion or recommendations.
3. Members will be respectful of all decisions made by the Commission.
4. Members will be appointed for a two year term.

Quorum

Quorum will be 50% + 1 of the current voting members

Role of Chairperson

The Chairperson and Vice Chairperson shall be selected by voting members of the Committee. The Chairperson is responsible for: calling meetings, preparing agendas, conducting meetings, providing leadership, and ensuring meetings are accurately documented. In the absence of the Chair, the Vice Chair shall preside.

Role of Town Staff

Town staff are in attendance to provide technical advice and relevant background information on agenda items, and to answer any questions with respect to municipal legislation, bylaws, operations, etc.

Role of Recording Secretary

The Recording Secretary is responsible for: preparing and distributing agendas (in conjunction with Town staff), taking minutes of the meetings, ensuring minutes are forwarded to the Corporate Administrator, and providing other related administrative support as required.

Procedures

1. It is expected that the Committee will meet 10 times per year.
2. All meetings shall be held in open session except as allowed under the *Community Charter*.
3. Meeting rules and procedures will be in accordance with the Town's Procedure Bylaw.
4. The conduct of meetings shall enable members of the Committee to consider information presented, weigh evidence related thereto, and make informed decisions in a democratic, consensually driven environment and respect the following:
 - Promise of informality
 - Group discussion is important, everyone participates
 - Provide honest, open opinions
 - Agree to disagree; consensus may not always be achieved
5. Promise to stay on track and on topic. Committee meeting expenses shall be undertaken by the Town, as deemed acceptable and approved by the CAO.

Reporting/ Authority

The minutes of meetings, including recommendations of the Committee, will be forwarded to Council for their consideration. Council's decision to approve, deny or amend recommendations is at their discretion. Any initiatives proposed by the Committee must be forwarded to Council for approval prior to proceeding, including the use of Town resources.

TOWN OF SIDNEY

BYLAW NO. 2181

A BYLAW TO ESTABLISH AN ADVISORY PLANNING COMMISSION.

That the Council of the Town of Sidney in open meeting assembled enacts as follows:

1. Citation

This bylaw may be cited for all purposes as the Town of Sidney "**Advisory Planning Commission Bylaw No. 2181, 2019**".

2. Definitions

"Commission" means the Advisory Planning Commission of the Town of Sidney.

"Council" means the Mayor and Councillors of the Town of Sidney.

"Town" means the Town of Sidney.

3. Establishment

A commission to be known as the Advisory Planning Commission, pursuant to Section 461 of the *Local Government Act*, is hereby established.

4. Mandate

The Commissions' mandate is as follows:

- 4.1 To advise Council on matters which have been referred to the Commission by Council and report back to Council:
 - i. within 60 days from the date of the Council referral; or
 - ii. within a period of time specified in the referral.
- 4.2 To consider all matters respecting land use, community planning or proposed bylaws and permits under Part 14 of the *Local Government Act* that are referred to the Commission by Council. These matters shall include the design merits of plans submitted in support of applications and consideration shall be given to the following principles:
 - i. professional critique on the overall design;
 - ii. the character of the proposed development in relation to its surroundings;
 - iii. site development, including landscaping and preservation of natural amenities;
 - iv. building design with reference to human needs, including size of entrances and location of same, view, privacy and noise;
 - v. outdoor lighting and signs;
 - vi. other concerns which may relate to matters of health, safety, security and amenities.
- 4.3 To consider environmental matters referred to the Commission by Council.
- 4.4 To consider all matters with regards to transportation, townscape and long range planning that are referred to the Commission by Council.

- 4.5 To consider heritage matters, under Part 15 of the *Local Government Act*, referred to the Commission by Council.

5. Membership

- 5.1 The Commission shall be comprised of 9 members, appointed by Council resolution, and include the following:
- i. 2 members with professional design qualifications, including but not restricted to architects, heritage, landscape architects, planners and design consultants;
 - ii. 1 member with professional environmental background;
 - iii. 1 member with professional heritage background; and
 - iv. 5 members of community at large.
- 5.2 A member of Council shall be appointed to serve as a non-voting liaison to the Commission.
- 5.3 In accordance with the *Local Government Act*, at least 2/3 (6) of the membership shall be residents of the Town.
- 5.4 In the event that representatives cannot be appointed pursuant to Section 5.1i, 5.1ii or 5.1iii, then additional residents of the Town will be appointed.
- 5.5 Appointment of members shall be for a 2-year term.
- 5.6 No member of the Commission shall serve for more than 3 consecutive terms (6 consecutive years). In the event that a member serves more than 3/4 of a term, it shall be for the purposes of this bylaw to be considered a term.
- 5.7 Members who have served the maximum tenure permitted are subject to a mandatory 1 year of absence from the Commission prior to seeking re-appointment for any subsequent term.
- 5.8 In the event of a vacancy, Council shall within 30 days of such vacancy appoint a new member to fill the vacancy for the balance of the term.
- 5.9 A member of the Commission may resign at any time upon sending written notice to the Town.
- 5.10 Council may terminate the appointment of any member of the Commission at any time.
- 5.11 If a member of the Commission is absent from 4 consecutive meetings of the Commission, except due to illness or with leave of Council, the member's appointment shall be reconsidered by Council.
- 5.12 Council may grant a member of the Commission a temporary leave of absence for a time greater than 2 consecutive months, but not greater than 4 consecutive months in any given 12 month span. If a member of the Commission has received Council's permission for a leave from the Commission, Council shall then appoint a replacement member for the period of the approved absence.

- 5.13 A Council member or employee of the Town is not eligible to be a member of the Commission, but may attend meetings in a resource capacity.

6. Procedure

- 6.1 At the first meeting of each calendar year, the Commission shall elect from among its members a Chairperson and Vice Chairperson.
- 6.2 A majority (5) of the persons appointed to the Commission constitute a quorum of the commission.
- 6.3 The meeting rules and procedures will be in accordance with the Council & Committees Procedure Bylaw, and subsequently Robert's Rules of Order.
- 6.4 The Commission will meet on the first and third Tuesday of each month, provided however, where there is no business to transact a meeting will not be necessary.
- 6.5 All matters brought before the Commission shall be decided by a majority of the members of the Commission present at the meeting.
- 6.6 All meetings of the Commission shall be open to the public, except where permitted under the *Community Charter*, in which case the Commission may do so by adopting a resolution in accordance with the *Community Charter*.
- 6.7 A public participation opportunity is not provided at a meeting of the Commission, however members of the public wishing to speak in respect to a matter before the Commission may do so by speaking directly to Council at a Council Meeting, or may submit written correspondence to the Town. Correspondence addressed to the Commission will be forwarded to Council.
- 6.8 The Commission may from time to time invite resource persons to attend meetings in an advisory capacity only and such persons shall not have voting privileges.
- 6.9 When the Commission is considering an amendment to a plan or bylaw, or the issuance of a permit, the applicant or the applicant's representative for the amendment or permit is entitled to attend the meeting and to be heard.
- 6.10 Minutes of the Commission are not verbatim and shall include a summary of the discussions at the meeting and the Commission's resolutions. Meetings of the Commission may be audio recorded for minute taking purposes, and once the minutes have been approved by the Commission the audio recording shall be deleted.
- 6.11 The draft minutes of the Commission shall be reviewed by the presiding Chairperson and delivered to the Town's Corporate Officer for reporting to Council as soon as practical.
- 6.12 Minutes of the Commission, once approved by the Commission, shall be signed by the presiding Chairperson, and delivered to the Town's Corporate Officer for safekeeping.

7. Conflict of Interest

- 7.1 Where any member of the Commission attending a meeting of the Commission considers that he or she is not entitled to participate in the discussion of a matter, or to vote on a question in respect of the matter, because the member has:
- i. a direct or indirect pecuniary interest in the matter; or
 - ii. another interest in the matter which constitutes a conflict of interest,
- the member must declare this and state in general terms the reason why the member considers this to be the case.
- 7.2 After making the declaration under Section 7.1, the member of the Commission must not:
- i. remain or attend at any part of the meeting referred to in Section 7.1 during which the matter is under consideration;
 - ii. participate in any discussion of the matter at such a meeting;
 - iii. vote on a question in respect of the matter at such a meeting; or
 - iv. attempt in any way, whether before, during or after such a meeting, to influence the voting on the question in respect of the matter.

8. Financial Administration

- 8.1 Council shall include in its annual budget such funds as Council deems necessary to meet the expenses of the Commission.
- 8.2 The Commission nor any member of the Commission shall not make commitments on behalf of the Town nor incur any expenditures charged against the Town without the prior approval of Council.

9. Rescinding Bylaw

The Town of Sidney "Advisory Planning Commission Bylaw No. 1672, 2001" and amendments thereto, are hereby repealed.

| | | |
|------------------------|-------------------------|-----------------|
| Read a first time the | 25 th day of | November, 2019. |
| Read a second time the | 25 th day of | November, 2019. |
| Read a third time the | 25 th day of | November, 2019. |
| Adopted the | 16 th day of | December, 2019. |

MAYOR

CORPORATE OFFICER