

# ADOPTED



## Local Planning Committee Minutes of Regular Meeting

**Date:** February 16, 2017  
**Location:** Ladysmith City Hall  
410 Esplanade Way (Hwy 1), Ladysmith, BC

**Members Present:** Paul Brent, Chair  
Melanie Mamoser, Vice Chair – by teleconference  
Tony Law, Local Trustee  
Timothy Peterson, Local Trustee – by teleconference  
Laura Busheikin, Executive Committee Representative  
Peter Luckham, Ex Officio Member

**Members Absent:** Alex Allen, Local Trustee  
Lee Middleton, Local Trustee  
Sandy Pottle, Local Trustee  
Wendy Scholefield, Local Trustee

**Staff Present:** Justine Starke, Island Planner  
Robert Barlow, Recorder

**Staff Absent:** David Marlor, Director, Local Planning Services

### 1. CALL TO ORDER

Chair Paul Brent called the meeting to order at 10:16 am.

### 2. APPROVAL OF AGENDA

By general consent the agenda was approved.

### 3. MINUTES AND FOLLOW-UP ACTION

#### 3.1 Minutes of Meetings

Local Planning Committee Minutes of November 18, 2016

**LPC-2017-01**

It was **MOVED** and **SECONDED**,  
that the Local Planning Committee Minutes of November 18, 2016, be adopted.

**CARRIED**

#### 3.2 Resolutions Without Meeting - None

#### 3.3 Follow-up Action List

The follow-up action list was provided for information and review.

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## 4. WORK PROGRAM ITEMS

### 4.1 Housing Needs Phase 2 Project Charter – RFD

#### LPC-2017-02

It was **MOVED** and **SECONDED**,

that the Local Planning Committee endorses the draft Project Charter for Phase 2 of the Community Housing Needs project for the 2017-2018 fiscal year.

**CARRIED**

#### LPC-2017-03

It was **MOVED** and **SECONDED**,

that the Local Planning Committee request staff to work with Island Planners from the Northern Office to establish a phased approach work plan for the Northern Region Housing Needs Assessment.

**CARRIED**

### 4.2 Shoreline Marine Issues Inventory – Briefing

The briefing was received for information and review.

## 5. NEW BUSINESS

### 5.1 Riparian Areas Regulation Implementation Update – Briefing

The briefing was received for information and review.

## 6. LOCAL PLANNING REPORT TO COUNCIL

The Work Program was provided for review.

## 7. NEXT MEETING

The next meeting will take place on Wednesday, May 24, 2017, 10:00-2:00 in the Victoria Boardroom.

## 8. ADJOURNMENT

By general consent the meeting was adjourned at 11:49 am.

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Paul Brent, Chair

CERTIFIED CORRECT:

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Robert Barlow, Recorder