



# Minutes

Electoral Area “H” Advisory Planning Commission  
Meeting of Monday, May 12, 2025  
[WEBEX]

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**Present:**

- Members: Rob Miller, Lynn Smyth, Tom Rushworth  
Absent: Gail Smart  
Staff: Colin Martin (Planner 1),  
Recording Secretary: Tom Rushworth  
Delegates: Matthew Kellett (Agent); Sean Nicholson (Owner)

**1. CALL TO ORDER**

The meeting was called to order at 1:15 p.m.

**ADOPTION OF AGENDA**

**MOTION**

It was Moved and Seconded that the Agenda be adopted.

**CARRIED UNANIMOUSLY**

**2. AMENDMENT BYLAWS**

**2.1 Bylaw No. OCP & Zoning Bylaw Amendment – H2025.004-ZONE:**

Delegate Mathew Kellett (Agent) present.

Sean Nicholson (Owner) present

Discussion.

**MOTION**

It was Moved and Seconded that the APC recommends to the RDOS Board that the subject amendment bylaw be approved.

**CARRIED UNANIMOUSLY**

**3. APPROVAL OF PREVIOUS MEETING MINUTES**

**There were no minutes to adopt as there was no quorum at the previous meeting (June 10, 2024)**

**CARRIED (UNANIMOUSLY) / DEFEATED**

#### 4. ADJOURNMENT

##### 4.1 MOTION

It was Moved and Seconded that the meeting be adjourned at 1:45 [*TIME*] pm.

**CARRIED UNANIMOUSLY**

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Advisory Planning Commission Chair

Tom Rushworth

Advisory Planning Commission Recording Secretary / minute taker