

**PLANNING ADVISORY COMMITTEE  
REGULAR MEETING  
JULY 9, 2018 - 7:00 P.M.**

**MINUTES**

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**Present:** Councillor Heather Kelly, Chair  
Paul Connolly  
Don Kimball  
Robert Ross  
Mary White  
Kim Williams  
Mike MacLeod, Planner  
Wendy Connors, Development Officer

**Regrets:** Councillor Susan MacLeod  
Councillor Raymond Fiske  
Julie Petrella  
Wayne Wentzell

**1. CALL TO ORDER -**

The meeting was called to order at 7:00 p.m.

**2. APPROVAL OF AGENDA –**

It was MOVED by **Robert Ross** and SECONDED by **Paul Connolly** that the Agenda be approved as circulated.

**Motion Carried Unanimously.**

**3. APPROVAL OF MINUTES – JUNE 4, 2018**

It was MOVED by **Robert Ross** and SECONDED by **Paul Connolly** that the Minutes of June 4, 2018 be approved as circulated.

**Motion Carried Unanimously.**

**4. ACTION ITEMS AND UPDATES -**

Mike MacLeod updated the committee on the following amendments in process:

-Mersey Seafoods Rezoning – Process is completed.

-17 School St, Milton Rezoning – Process is completed.

-Development Agreement - Caledonia - Lewis MacLachlan (automobile repair) – Process is completed.

-Payzant St / Brunswick St, Liverpool Rezoning – Process is completed.

-Development Agreement - Caledonia – Devan Smith (automobile repair) - Public Hearing held on Monday, June 25<sup>th</sup>, 2018. Approved by Council on June 26<sup>th</sup>, 2018. Notice of Passing in July 4<sup>th</sup>, 2018 paper. 14 day appeal period.

-MPS/LUB Review RFP – RFP closed on June 15<sup>th</sup>, 2018. Selection Committee met on June 26<sup>th</sup>, 2018. Recommendation selecting UPLAND will go to Council on July 10<sup>th</sup>, 2018.

Mike said he would keep all items on the list as they are completed so the committee can see what has been done throughout the year.

## **5. MUNICIPAL PLANNING REVIEW – PROJECT INITIATION**

A start up meeting with UPLAND, Region staff and PAC members had been tentatively been scheduled for July 27<sup>th</sup>, 2018, possibly the following week, depending on availability.

Mike MacLeod reviewed Phase One of the proposal from UPLAND. This included the start up meeting and site visit to confirm the scope of the project, establishing lines of communication and method for information sharing, gaining knowledge of “hot button” issues, touring the Region, taking photos and discussing the target audiences.

Mike passed around a list of items that the committee felt were areas of particular interest and it was suggested that rural internet and a focus on planning for rural areas be added. Robert wanted to add the Land Use Bylaw – to make it more user friendly, contain more graphics, more zones and number & types of uses in each zone.

In relation to data collection, Mike indicated that staff is working on gathering all the data that UPLAND is requiring. Paul mentioned that Canoe NS has all the canoe routes and trails throughout the province. Robert suggested getting contours at 2 metre intervals along the coastline. Service providers such as Eastlink may have data that would be useful for the project. Heather indicated the REN website has valuable information.

The document review section would include the current planning documents with all the amendments since 2009, community profiles data and any existing studies. Robert mentioned a presentation done by South Shore Opportunities to Council a few years ago regarding crop growing and amount of sunlight.

Mike discussed the engagement plan portion of this phase which would include identifying a list of key stakeholders such as the south Queens Chamber of Commerce, North Queens Board of Trade, Queens Care Society, Seniors Safety Coordinator, Queens Transit, North Queens Business Hub, Mersey Tobetic Research Institute, Native Council of Nova Scotia, Southwest Nova Biosphere Reserve, NS Power, South Shore Tourism Co-operative, Fishery – Harbour Authorities, Medway Community Forest Co-operative - Medway Community Land Trust, Provincial and Federal Departments such as Transportation, Environment, Municipal Affairs, Fisheries & Oceans and Forestry. Committee members can let Mike know of any additions to the list prior to the start up meeting.

A website linked to our main RQM site and Facebook page will be developed. Monthly progress reports will be a regular part of the PAC agenda. Robert suggested UPLAND do a presentation to Council regarding the process and scope of the project.

**6. OTHER - /**

**7. NEXT MEETING**

The next meeting is scheduled for August 6<sup>th</sup>, 2018.

**8. ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:03 p.m.

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Date