

**REGION OF QUEENS MUNICIPALITY
PLANNING ADVISORY COMMITTEE**

MARCH 4, 2019

7:00 P.M.

AGENDA

- 1. CALL TO ORDER**

- 2. APPROVAL OF AGENDA**

- 3. APPROVAL OF MINUTES – FEBRUARY 4, 2019**

- 4. ACTION ITEMS AND UPDATES**

- 5. MUNICIPAL PLANNING REVIEW**
 - 5.1 PROGRESS REPORT**
 - 5.2 DRAFT VISION, GOALS AND OBJECTIVES**
 - 5.3 DISCUSSION PAPERS**

- 6. OTHER**

- 7. NEXT MEETING – APRIL 1, 2019**

- 8. ADJOURNMENT**

**PLANNING ADVISORY COMMITTEE
REGULAR MEETING
FEBRUARY 4, 2019 - 7:00 P.M.**

MINUTES

Present: Councillor Heather Kelly, Chair
Councillor Raymond Fiske
Paul Connolly
Don Kimball
Mary White
Mike MacLeod, Planner
Wendy Connors, Development Officer

UNAPPROVED

Regrets: Councillor Susan MacLeod
Julie Petrella
Robert Ross

1. CALL TO ORDER -

The meeting was called to order at 7:05 p.m.

2. APPROVAL OF AGENDA –

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

Motion Carried Unanimously.

3. APPROVAL OF MINUTES – DECEMBER 17, 2018

It was **MOVED** by **Paul Connolly** and **SECONDED** by **Raymond Fiske** that the Minutes of December 17, 2018 be approved as circulated.

Motion Carried Unanimously.

APPROVAL OF MINUTES – JANUARY 7, 2019

It was **MOVED** by **Paul Connolly** and **SECONDED** by **Raymond Fiske** that the Minutes of January 7, 2019 be approved as circulated.

Motion Carried Unanimously.

4. ACTION ITEMS AND UPDATES -

Mike MacLeod indicated that he included a copy of UPLANDs presentation with the minutes of January 7, 2019. The Public Hearing for the Eastlink Development Agreement was held on January 22, 2019 and Council will discuss it at the February 12, 2019 Council Meeting. One other outstanding item on the list is the MPS / LUB Review which is in progress.

5. MUNICIPAL PLANNING REVIEW

5.1 PROGRESS REPORT – JANUARY 2019

Mike MacLeod went over the progress report from UPLAND for the month of August, noting that at the request of Julie Petrella, UPLAND has added a 'Predicted Completion Date' category to the report to make it easier to understand instead of having to compare the chart previously used. All of the tasks from Phase One have been completed with the exception of the ongoing monthly progress reports. Mike indicated the Communications section of Phase Two will conclude once the draft documents are released. Regarding Stakeholder Engagement, Paul Connolly mentioned adding Acadia First Nation for historical areas and Department of Fisheries and Oceans in relation to the fish farm industry for any land based fish farms. The updated MPS / LUB will need to stress the importance of our coastal areas in Queens County. Mike will make sure these are on the list as they were mentioned in the January meeting with UPLAND. Municipal staff will be meeting with UPLAND in March once the discussion papers are completed. Mary White mentioned meeting with the seasonal residents before the draft documents are released in September.

Mike touched on the Analysis and Discussion Papers. Any concerns that PAC might have, once the papers are completed, can be forwarded to Mike or brought to the next PAC meeting. UPLAND hopes to have all papers completed with policy discussion and recommendations component by mid-February for PAC.

5.2 DRAFT VISION, GOALS & OBJECTIVES

Mike spoke about UPLAND's proposed changes to the Vision, Goals and Objectives as part of the MPS / LUB review and follow the same format as the Region's current documents. Mike asked the committee to send him any comments or additions on the proposed changes by March 1st. Committee will discuss at the March 4th meeting.

6. PROPOSED MINIMUM PLANNING STANDARDS -

Mike asked if there were any comments from the meeting that NS Department of Municipal Affairs held regarding the proposed minimum planning standards. A few members from PAC were in attendance. Any deficiencies in our current documents will be incorporated into our updated documents. Mary didn't feel that RQM had much to gain from the meeting due to our existing MPS / LUB, but found it informative.

7. OTHER - /

8. NEXT MEETING

The next meeting is tentatively scheduled for March 4th, 2019.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:36 p.m.

Date

ITEM 4

Planning Advisory Committee -

Action Plan



Region of Queens Municipality

Action	Date	Responsibility	Status
Mersey Seafoods Rezoning	March 5, 2018	Mike	Completed
17 School Street, Milton rezoning	March 5, 2018	Mike	Completed
Lewis MacLachlan Development Agreement in Caledonia for automobile repair	April 9, 2018	Mike	Completed
Rezoning Municipal lands on Payzant and Brunswick Streets in Liverpool		Mike	Completed
Devan Smith Development Agreement in Harmony – automobile repair	May 7, 2018	Mike	Completed
Eastlink Development Agreement	October 10, 2018	Mike	Application Denied
MPS / LUB Review RFP		Mike	Ongoing

UPLAND

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Progress Report

Project:

Region of Queens Plan Review

Reporting Period:

February 2019

Dear Mr. MacLeod and the Queens Planning Advisory Committee,

Please find attached a progress report for the work completed during the month of February, 2019. Through this phase of the project we have focused primarily on finalizing the discussion papers. We have been delayed with some of the data necessary for analysis and have fallen a few weeks behind our planned schedule. Looking ahead to next month, our focus will be getting back on schedule by finalizing the remaining two discussion papers, and submitting the policy paper to PAC ahead of a workshop nearer the end of the month. Once these have been reviewed by PAC we will release them for public review.

If you have any questions or seek further clarification, please don't hesitate to contact me.

Sincerely,



Ian Watson, MCIP

Complete

**Phase 1:
Project Initiation and Continuous Management**

Task	Estimated Task Progress	Predicted Completion Date
<i>Task 1.1: Start Up Meeting + Site Visit</i>	Complete	-
<i>Task 1.2: Data Collection</i>	Complete	-
<i>Task 1.3: Document Review</i>	Complete	-
<i>Task 1.4: Project Brand</i>	Complete	-
<i>Task 1.5: Engagement Plan</i>	Complete	-
<i>Task 1.6: Project Web Presence</i>	Complete	-
<i>Task 1.7: Monthly Progress Reports</i>	Ongoing	Last day of each month

Ongoing

**Phase 2:
Citizen and Stakeholder Engagement**

Task	Estimated Task Progress	Predicted Completion Date
<i>Task 2.1: Communications</i> This coming period we will advertise the release of the discussion papers.	50%	Communications will occur on schedule with other engagement tasks
<i>Task 2.2: Stakeholder Engagement</i> We will notify stakeholders of the discussion paper release and invite feedback on the proposed policy directions.	90%	Notification to stakeholders along with public release of discussion papers
<i>Task 2.3: Staff Engagement</i>	Pending	Late March to coincide with PAC issues workshop
<i>Task 2.4: Survey</i>	Complete	-
<i>Task 2.5: Open House Meetings</i>	50%	September
<i>Task 2.6: Creative Tactics</i> As per PAC discussion, outstanding creative engagement events will be moved to the end of summer to benefit from the draft planning documents.	30%	September

<p><i>Task 2.7: Community Vision</i></p> <p>We have received feedback from some PAC members. We welcome any further feedback, routed through Mike. We will collate these and update the draft for the PAC workshop and inclusion in the draft planning documents.</p>	75%	<p>Updated draft submitted to PAC one week before workshop.</p> <p>Final draft included in draft MPS.</p>
<p><i>Task 2.8: Metric Reporting</i></p>	50%	<p>Updates after public feedback on discussion papers and after next round of open houses</p>
<p><i>Task 2.9: What We Heard Report</i></p>	35%	<p>September, following the second round of open houses.</p>

Ongoing

**Phase 3:
Analysis and Discussion Papers**

Over the past period we have been focusing our efforts on finalizing the "Analysis and Discussion Papers". We have submitted the Demographics, Environment, Residential, and Economic papers for review. The Infrastructure paper is pending some additional analysis to confirm reasonable servicing possibilities. We have received some comments from PAC members on the reports to-date, and welcome more comments routed through Mike. At the PAC workshop we will confirm the reports and, following any minor tweaks and edits, will post them for public review.

Task	Estimated Task Progress	Predicted Completion Date
<i>Task 2.1: Population and Demographics Paper</i>	Complete	-
<i>Task 2.2: Environment Paper</i>	Complete	-
<i>Task 2.3: Residential Development Paper</i>	Complete	-
<i>Task 2.4: Economic Paper</i>	Complete	-
<i>Task 2.5: Infrastructure Paper</i>	80%	March 8th
<i>Task 3.6: General Policy Paper</i>	95%	March 1st

Pending

**Phase 4:
Project Findings and Recommendations**

Task	Estimated Task Progress	Predicted Completion Date
<i>Task 4.1: Policy Report</i>	Pending	March 8th
<i>Task 4.2: Issues Workshop with PAC</i>	Pending	March 27th

Pending

**Phase 5:
Drafting / Policy Development**

Task	Estimated Task Progress	Predicted Completion Date
<i>Task 5.1: Prepare Draft MPS</i>	Pending	July
<i>Task 5.2: Prepare Draft LUB</i>	Pending	July
<i>Task 5.3: Prepare Mapping</i>	Pending	July
<i>Task 5.4: Submit Draft MPS & LUB</i>	Pending	July
<i>Task 5.5: Draft Plan Presentation</i>	Pending	July
<i>Task 5.6: Community Consultation</i>	Pending	September

**Phase 6:
Final Presentation and Approvals**

Task	Estimated Task Progress	Predicted Completion Date
<i>Task 6.1: Community Input Summary</i>	Pending	September
<i>Task 6.2: Final Revisions</i>	Pending	October
<i>Task 6.3: Formal MPS and LUB Adoption</i>	Pending	November
<i>Task 6.4: Project Wrap-Up</i>	Pending	November

Pending

List of Outputs and Deliverables to Date

- Start up meeting
- Final project brand
- www.queensplan.com
- Engagement Plan
- Internal document review
- Project launch communications
- Project business cards
- Two pop-up events
- Seven public open houses
- Four stakeholder meetings
- PAC communication materials
- General survey in online and paper format
- Business survey in online format
- Advertising materials
- Council project update and workshop
- Internal drafts of Demographics, Environment, and Residential Development papers
- Meeting with PAC to update on project and discuss Community Vision
- Stakeholder calls
- Four of six discussion papers

Next Month Steps

- Finalize remaining two discussion papers and edits to submitted papers
- Policy report
- PAC and staff workshops
- Communications for release of discussion papers

Region of Queens Vision, Goals, & Objectives

Draft for PAC – January 7, 2019

Vision

Existing	Proposed
<p>The Region of Queens Municipality will be a place where communities respect the natural environment, possess strong character, enjoy access to a variety of recreational opportunities and continue to develop an economy that builds on the assets of the Region as a whole</p>	<p>The Region of Queens Municipality will be a place that thrives on its interconnection with, and respect for, the natural environment; where residents can find suitable housing and meaningful employment; where communities find purpose in their unique qualities and strength in their shared vision; and where visitors and seasonal residents feel welcome</p>

Goals

Existing	Proposed
<p>promote a wide range of housing options throughout the Region to meet the needs of all residents of Queens, including new affordable housing units, high-end condominium development and senior's housing</p>	<p>provide opportunities for a wide range of housing options in the Region, including diverse price points, locations, sizes, types, and forms of tenure</p>
<p>encourage economic development by building on the Region's strengths, recognising the importance of improved infrastructure and identifying the potential of undeveloped lands for new, or expansion of, commercial and industrial related operations</p>	<p>support economic development by developing a community where business owners and employees want to live and by providing enough appropriately-zoned land to enable a range of commercial and industrial activities, including encouragement of homebased business</p>

<p>encourage land development within the Region of Queens Municipality that protects the quality of the natural environment and the safety of all residents, through such means as sewage collection and treatment, maintaining safe drinking water supplies, establishing development setbacks from water courses, and recognition and protection of environmentally sensitive areas</p>	<ul style="list-style-type: none"> • protect and enhance the quality of the natural environment • develop the Region in a manner that minimizes our contribution to climate change and provides resiliency against the effects of climate change
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<p>promote recreational opportunities of both an active and passive nature within the Region as a major contributor to a high quality of life for both residents and visitors alike</p>	<p>Keep existing</p>
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<p>recognize institutional uses such as churches, schools and hospitals as integral parts of our communities that contribute greatly toward a higher quality of life</p>	<ul style="list-style-type: none"> • recognize and accommodate institutional uses such as churches, schools, and hospitals as integral parts of our communities that contribute greatly toward a higher quality of life • promote innovative institutional uses, such as business hubs, land trusts, housing co-operatives, and community centres
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<p>recognize the importance of the Region's culture and heritage and encourage the protection of historically significant properties and promoting the historic character of all communities</p>	<ul style="list-style-type: none"> • recognize and support the unique culture and character of each individual community in the Region while promoting unity and shared responsibility for developing a positive and progressive future for Queens and all of its residents • support the preservation, enhancement, interpretation, and communication of the Region's historical buildings and landscapes
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utilize and properly manage the Region's transportation infrastructure, with consideration for all modes including active transportation	Keep existing
grow our communities through new road, sewer and water infrastructure thereby enabling new economic growth and improving the health and welfare of our residents, while at the same time achieving a balance in maintaining existing infrastructure assets and seizing every opportunity to repair or replace deteriorating systems	promote development that takes advantage of existing infrastructure and services or, where necessary, leads to the provision of new infrastructure and services in locations and of a form that is financially- and environmentally-sustainable
establish clear rules for implementing a Region wide strategy, which reflects community concerns and is acceptable to the people of the Region.	implement this Municipal Planning Strategy through the use of clear, consistent, and defensible regulations and through municipal programs and infrastructure investments that are consistent with the Community Vision

Objectives

Residential Development

Existing	Proposed
Promote orderly and sustainable residential growth within the Region.	Keep existing
Protect the character and integrity of existing communities and residential areas.	Guide the evolution of communities and residential areas in a manner that is respectful of, and complementary to, the existing context and character of those communities
Encourage residential infilling on serviced lands within the Urban Development Area.	Keep existing
Identify vacant lands which have the potential for future residential development through extension of municipal infrastructure.	Identify vacant lands that have the potential for future residential development through the sustainable and efficient extension of municipal infrastructure.

Encourage a variety of housing alternatives.	<ul style="list-style-type: none"> • Increase the Region’s supply of rental housing. • Diversify the available housing stock beyond the traditional dominance of single-detached homes. • Enable and promote reinvestment in older, larger homes for reuse as housing that meets current demographic trends.
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Economic Development

Existing	Proposed
Establish zoning that will allow for a variety of scales of business and industry within the Region.	Establish zoning that that allow for a variety of scales of business and industry within the Region, including home-based businesses.
Encourage new commercial and industrial growth to locate in areas that will not place undue strain on existing municipal facilities, infrastructure and financial resources.	Keep existing
Establish policy to reduce the impact of commercial businesses and industries on other land uses.	Keep existing
Build upon the strong connection between the Region’s natural environment and a vibrant tourism industry.	Keep existing
Investigate new value-added opportunities that can build upon the Region’s wellestablished, resource-based industries.	Keep existing

	<ul style="list-style-type: none"> • Encourage traditional downtown main street commercial development, as well as villages, settlements, and cross-roads as hubs of commercial activity. • Enable and encourage commercial uses that provide supplies and services on a local scale, particularly in areas outside of Liverpool.
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Recreation and Open Space

Existing	Proposed
Promote a healthy lifestyle for all residents of the Region.	Keep existing
Establish policy to provide direction for future recreational land development within the Region.	Establish criteria for future recreational land acquisition and development with the Region.
Assess the suitability of land owned by the Region for recreational purposes.	Delete
Identify public right of ways in the Region in order to facilitate the public's ability to access a diversity of recreational areas.	<ul style="list-style-type: none"> • Continue to develop and maintain the multi-use trail network. • Protect public access to freshwater and coastal shorelines. • Provide diverse recreational facilities that meet the needs of residents of all ages and abilities.

Institutional

Existing	Proposed
To provide for the establishment of future institutional uses throughout Queens.	Keep existing

Natural Environment

Existing	Proposed
Utilize the MPS and LUB to encourages sustainability of our natural resources.	Delete
Regulate development in areas that may put people, property and the environment at risk.	Keep existing
Establish rules for development to protect environmentally sensitive and / or significant areas.	Keep existing

Heritage and Culture

Existing	Proposed
Build on and promote scenic drives in the Region, which relate to our rich history and culture.	Delete
Encourage the preservation of important historic buildings in the Region.	<ul style="list-style-type: none"> • Designate important heritage buildings and landscapes, and encourage their preservation and enhancement. • Provide tools and incentives for reinvestment in historic buildings.
Educate the public on the importance of heritage preservation.	Delete

Transportation

Existing	Proposed
Improve the quality and effectiveness of transportation networks within the Region.	Keep existing
Promote development in areas that utilize existing transportation infrastructure.	Keep existing

Improve active transportation networks within the Region.	Keep existing
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Municipal Services and Infrastructure

Existing	Proposed
To explore new means and methods for improved delivery of municipal services.	Delete
To encourage new development that utilizes existing infrastructure.	Keep existing
To protect quality drinking water within the Municipal Water Supply Watershed.	Keep existing
To establish a long-range plan for the extension of municipal services within the Urban Development Area.	To establish a long-range plan for the efficient extension of municipal services within the Urban Development Area.
	Maintain or upgrade existing serviced areas, including sewer and water services, street lighting, sidewalks, and streetscaping.