

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting
PLANNING ADVISORY COMMITTEE
Held in the Council Chambers, 210 Aberdeen Road, Bridgewater
Thursday, November 23, 2017

ATTENDANCE

Councillors	Peter Simpson, Member at Large – Chair Peter Berrigan, Member at Large – Vice Chair Mayor Carolyn Bolivar-Getson – ex officio Deputy Mayor Martin Bell, District 2 Councillor Michael Ernst, District 8 Councillor Reid Whynot, District 9 April Whynot-Lohnes, Member at Large
Staff	Kevin Malloy, Chief Administration Officer Jeff Merrill, Director of Planning & Development Services Doug Reid, Municipal Planner Norma Schiefer, Development Officer Jennifer Harrietha, Administrative Assistant
Regrets	Councillor Lee Nauss, District 3 Councillor John Veinot, District 4

1. CALL TO ORDER

Jeff Merrill called the meeting to order at 7:02 p.m.

2. ELECTION OF CHAIR AND VICE CHAIR

2.1/2.2 Nomination & Election of Chair

Mr. Peter Simpson, Member at Large was nominated and elected as the Chair of the Planning Advisory Committee.

Mr. Simpson took the Chair and thanked the Committee.

2.3/2.4 Nomination & Election of Vice Chair

Mr. Peter Berrigan, Member at Large was nominated and elected as the Vice Chair of the Planning Advisory Committee.

Moved by Mayor Bolivar-Getson, seconded by Councillor Whynot that the ballots for nomination and election of Chair and Vice Chair of the Planning Advisory Committee be destroyed. Carried unanimously.

3. PROCEDURE FOR PUBLIC TO ADDRESS THE COMMITTEE

There was no public in attendance. The *Procedure for Addressing the Committee* (printed at the bottom of the Agenda) was not required to be read.

4. APPROVAL OF AGENDA

Moved by Deputy Mayor Bell, seconded by Councillor Whynot that the Agenda be approved as circulated. Carried unanimously.

5. APPROVAL OF MINUTES

Moved by Councillor Ernst, seconded by Mr. Berrigan that the Minutes of the Planning Advisory Committee meeting held March 30, 2017 be approved as circulated. Carried unanimously.

6. BUSINESS ARISING FROM MINUTES

Councillor Ernst ask for an update on the Eagle Ridge development (now known as Old Town Hills). Mr. Merrill noted that an update will be provided to Council at their regular meeting on November 28, 2017 at 9:15 a.m. PAC members are welcome to attend.

7. PLANNING ADVISORY COMMITTEE MATTERS**7.1 Subdivision Bylaw Review Update**

Mr. Steffen Käubler from the firm Upland was present to present the *Subdivision Bylaw Review Consultation Report*, circulated with the Agenda. Some of the key points highlighted in the report were:

- Factors prompting the review
 - . 18 years since the last review
 - . Growth in the community
 - . Private road maintenance
 - . More user-friendly bylaw
- Types of development
- Taxation issues
- Road standards
 - . Private road construction
 - . Road maintenance or upgrades
- Workshop & Open House
 - . November 1, 2017

The workshops were well attended, with fewer attending the open house sessions. Lots of useful feedback was provided and noted at these sessions.

A common concern raised at the workshops and open houses were the design and maintenance of private roads created in the subdivision and development process. The Committee expressed the same concern regarding private roads.

Some other keys pointed noted during the Committee's discussion were:

- Lot sizes
- Infrastructure – sewer, curbs, bike lanes, internet
- Identify areas of more sustainable growth
- Waste collection
- Emergency protection, relating to road standards
- Private Road maintenance fees

A workshop for Councillors is scheduled for December 5, 2017 to discuss the Subdivision Bylaw review. Mr. Käubler along with his colleague Mr. Jeff Pinhey will provide a report to Councillors at this workshop in December. At the next Planning Advisory Committee meeting, scheduled for January 11, 2018, Mr. Käubler and Mr. Pinhey will present a draft Bylaw to the Committee for review.

8. HERITAGE ADVISORY COMMITTEE MATTERS

Mr. Merrill provided an update on the roof material replacement at 100 Lahave Island Road. The work has been completed, and photographs of the finished project have been provided.

9. IN CAMERA

There were no IN-CAMERA items to discuss.

10. NEXT MEETING DATE

Thursday, January 11, 2018 (& tentative Thursday, January 25, 2018)

11. ADJOURNMENT

There being no further business at 8:45 p.m. it was moved by Deputy Mayor Bell, and seconded by Mr. Whynot that the meeting be adjourned. Carried unanimously.

PETER SIMPSON, MEMBER AT LARGE – CHAIR

**JEFF MERRILL, DIRECTOR OF PLANNING &
DEVELOPMENT SERVICES**