



**PLANNING ADVISORY/COMMITTEE OF ADJUSTMENT/PROPERTY STANDARDS COMMITTEE MEETING MINUTES**

On Thursday, November 30, 2023 @ 1:00 PM  
 In Person and Via Webex Teleconference Meeting

<b>COMMITTEE MEMBERS PRESENT</b>		<b>STAFF PRESENT</b>
<b>Chair:</b>	Councillor Colin Brown	Brenda Guy, Mgr of Planning/Development
<b>Members:</b>	Lynda Garrah	Trudy Gravel, Assistant Planner
	Emery Groen	Mayor Beddows
	Neil McCarney	
	Jana Miller	
	Marion Sprenger	
	Kathy Warren	
	Mayor Beddows, Ex-Officio	
<b>Regrets:</b>	Councillor Anne Marie Koiner Brian Brooks	
<b>1.</b>	<b>Call Meeting to Order</b> Manager of Planning and Development called the meeting to Order at 1:05pm	
<b>2.</b>	<b>Adoption of the Agenda</b>	
	<b>PAC-COA-PSC Motion #2023-51</b> <b>Moved by:</b> Neil McCarney <b>Seconded by:</b> Marion Springer BE IT RESOLVED THAT PLANNING ADVISORY COMMITTEE/COMMITTEE OF ADJUSTMENT/ PROPERTY STANDARDS COMMITTEE adopt the special agenda dated November 30, 2023. <p style="text-align: right;"><b>CARRIED</b></p>	
<b>3.</b>	<b>Disclosure of Pecuniary Interest &amp; General Nature Thereof - None</b>	
<b>4.</b>	<b>Adoption of Minutes - None</b>	
<b>5.</b>	<b>Public Question/Comments - None</b>	
<b>6.</b>	<b>Unfinished Business – None</b>	
<b>7.</b>	<b>Reports/New Business - None</b>	
<b>8.</b>	<b>Correspondence/Other – None</b> Official Plan 3.0 Land Use Policies: Discussion from the members pertaining to Section 3.1 Our Heritage – Planning Lowertown: <ul style="list-style-type: none"> <li>• The Lowertown Study was discussed as it pertains to the Official Plan</li> <li>• Natural Heritage –</li> <li>• Members felt that the Lowertown Study was more vehicular based than pedestrian based. Reference to vehicular traffic to follow pedestrian traffic.</li> <li>• Acquisition of public access be “shall require” and not “consider”</li> </ul>	

- “Shall” be used in reference to shoreline structures, pedestrian walkways and streetscaping throughout Lowertown
- Some of the Lowertown Study policies are no longer applicable
- Concern was raised over the lack of bicycle racks in the Lowertown – consider alternative or flexible parking of various sorts
- Existing industrial and commercial uses will be protected
- Future clean industrial and commercial uses were discussed
- Discussion pertained to existing legal non-conforming uses vs new development
- Committee members noted that more home based businesses should be encouraged
- It was recommended that the applicable policies of the Lowertown Study be reviewed and incorporated within in the Official Plan where it applies to provide one cohesive document – Member Garrah to review Lowertown Study and OP and review with Staff
- The extension of the Lowertown boundary was discussed in the areas of South Street (south block of John and South Street to Charles Street) and King Street East (9 KSE to Main Street)

Discussion from the members pertaining to Section 3.2 Where we Live – Planning Sustainable Residential Neighbourhoods:

- Defining “local commercial uses”
- Discussion on redesignation of rural to residential in the north west area of the Town, lack of municipal services in this area. Zoning by-law practice was to apply an ‘H’ for the holding provision on lands with no services
- Rural lands in the northwest have pockets of organic and unstable lands. No defined wetlands
- Existing services are located along the old railway line
- Services have been extended to the Marco Polo development
- Housing types were discussed – affordable vs attainable
- Staff spoke to CMHC affordable housing
- Consideration of boarding and/or rooming houses which are not currently permitted in the Development Permit
- Include waterfront residential policies from Lowertown designation under Section 3.2.2.2

Discussion will resume on the Residential designation

<b>9.</b>	<b>Next Regular Meeting</b> – January 23, 2024
<b>10.</b>	<b>Questions From the Media</b> – None
<b>11.</b>	<b>Adjournment</b>
	<p><b>PAC-COA-PSC Motion #2023-52</b></p> <p><b>Moved by:</b> Marion Sprenger    <b>Seconded by:</b> Lynda Garrah  <b>THAT PAC/COA/PSC BE ADJOURNED AT 4:00 PM.</b></p>
<p>_____</p> <p>Colin Brown, Chair/Councillor</p>	<p>_____</p> <p>Brenda Guy, Committee Secretary</p>