



**NORTH WEST PLANNING ADVISORY COMMITTEE
MINUTES
February 6, 2019**

PRESENT: Ann Merritt, Chair
Dave Haverstock, Vice Chair
Councillor Lisa Blackburn
Councillor Tim Outhit
Ross Evans
Nick Horne
J. Christopher Bewsher
Donalda Maclsaac

REGRETS: Robert Jarvis
Keith Boutilier

STAFF: Stephanie Salloum, Planner II
Shayne Vipond, Planner III
Krista Vining, Legislative Assistant
Alicia Wall, Legislative Support

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, reports, supporting documents, and information items circulated are online at halifax.ca.

The meeting was called to order at 7:00 p.m. the Committee adjourned at 8:45 p.m.

1. CALL TO ORDER

The Chair called the meeting to order at 7:00 p.m. at the BMO Centre Boardroom, 61 Gary Martin Drive, Bedford. Round table introductions were given.

2. APPROVAL OF MINUTES – January 9, 2019

MOVED by Councillor Tim Outhit, seconded by Nick Horne

THAT the minutes of January 9, 2019 be approved as circulated.

MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

MOVED by Nick Horne, seconded by Councillor Tim Outhit

THAT the agenda be approved as presented.

MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES – NONE

5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – NONE

6. CONSIDERATION OF DEFERRED BUSINESS

6.1 Case 21639: Initiation of Planning Document Amendments – Margeson Drive Master Plan - Margeson Drive and the Highway #101 Interchange, Middle Sackville

The following was before the Committee:

- A staff memorandum dated January 10, 2019

The Chair invited Shayne Vipond, Senior Planner to present Case 21639.

Vipond advised that Council initiated the process to develop these lands in December of 2018 and that the Community Visioning was completed in 2011. They outlined the master plan process and confirmed applications have been received from Armco as well as the Cobequid Cultural Society and displayed a map with preliminary land use scenarios. The Lands consist of multiple parcels and staff have requested a few different density situations to be explored by the Consultant. Vipond explained the role of the Committee on consulting with the community and make recommendations to North West Community Council. A copy of the staff presentation is on file.

Stephanie Salloum, Planner II discussed preliminary timelines for the overall project.

The Committee briefing discussed the case related to parking at the Cobequid Cultural Society and walkability. It was noted that some of the studies to be completed include: a soil study, a traffic study and a water services extension study.

7. CORRESPONDENCE, PETITIONS & DELEGATIONS – NONE

8. INFORMATION ITEMS BROUGHT FORWARD – NONE

9. REPORTS

9.1 STAFF

9.1.1 North West Planning Advisory Committee Orientation

The following was before the Committee:

- Terms of Reference and Governing Legislation
- 2019 Meeting Schedule
- HRM Policies
 - Code of Conduct
 - Substance Misuse Prevention Policy
 - Social Media Guidelines
 - Workplace Rights Harassment Prevention Policy
 - Diversity & Inclusion
 - Conflict of Interest
 - Public Appointment Policy
- Past Minutes & Recent History
- Annotated Agenda
- Motions Reference Material
- Administrative Order One Reference Sheet
- Security Measures for Meeting Space
- Meeting Cancellation Procedure
- How to Direct Work and the Role of the Legislative Assistant
- HRM Boards & Committees Organizational Chart
- Overview of HRM Business Units
- Councillors & District Map
- Contact Sheet

The Chair invited Krista Vining, Legislative Assistant to present the Planning Advisory Committee Orientation. The orientation covered the planning application process, duties of the planning advisory committee, committee meetings, public information meetings, the role of the Legislative Assistant, the planning process and declarations of conflict of interest. A copy of the presentation is on file.

10. ADDED ITEMS – NONE

11. IN CAMERA (IN PRIVATE) – NONE

12. DATE OF NEXT MEETING – March 6, 2019, 7:00 p.m., at the Sackville Heights Community Centre Gym, 45 Connolly Road, Middle Sackville.

13. ADJOURNMENT

The meeting adjourned at 8:45 p.m.

Alicia Wall
Legislative Support