



**NORTH WEST PLANNING ADVISORY COMMITTEE  
MINUTES  
March 4, 2020**

PRESENT: Ann Merritt, Chair  
Nick Horne, Vice Chair  
Councillor Tim Outhit  
Councillor Lisa Blackburn  
J. Christopher Bewsher  
Donalda Maclsaac  
Robert Jarvis  
Ryan Donato

REGRETS: Keith Boutilier  
Jordan Foster

STAFF: Miles Agar, Principal Planner  
Andrea Lovasi-Wood, Legislative Assistant  
Alicia Wall, Legislative Support

OTHERS PRESENT:

*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](http://halifax.ca).*

*The meeting was called to order at 7:00 p.m. the Committee adjourned at 8:14 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.

The Chair introduced the Committee members.

**2. APPROVAL OF MINUTES – November 13, 2019 and February 24, 2020 Public Information Meeting**

MOVED by Councillor Tim Outhit, seconded by Nick Horne

**THAT the minutes November 13, 2019 and February 24, 2020 Public Information Meeting be approved as presented.**

**MOTION PUT AND PASSED**

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

MOVED by Donalda Maclsaac, seconded by Councillor Lisa Blackburn

**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 – NONE**

**7. CORRESPONDENCE, PETITIONS & DELEGATIONS - NONE**

**7.1 Correspondence**

**7.2 Petitions**

**7.3 Delegations**

**8. INFORMATION ITEMS BROUGHT FORWARD – NONE**

**9. REPORTS**

**9.1 STAFF**

**9.1.1 Planning Advisory Committees Orientation – Andrea Lovasi-Wood, Legislative Assistant / Miles Agar, Principal Planner, Urban Plan Amendments**

Andrea Lovasi-Wood and Miles Agar took the floor to present the Committee orientation.

Lovasi-Wood walked the Committee through accessing the orientation toolbox online and spoke to the responsibilities of the Committee and the application process. The North West Planning Advisory Committee provides recommendations to the North West Community Council who in turn provides recommendations to Regional Council.

Miles Agar spoke to the types of planning documents that come to the PAC as well as the difference between planning matters and planning documents. The Committee is required to host public information meetings (PIMs) where the Municipal Planning Strategy or Land Use By-laws are being amended.

In response to questions from the Committee, Lovasi-Wood and Agar clarified the difference between Committee hosted and staff hosted PIMs. The Committee is required to host a PIM when amendments are proposed to the Municipal Planning Strategy or Land Use By-laws in order to provide structure and decorum to the process and ensure public input is received. When the Committee hosts such public

information meetings quorum is required. At a Committee hosted PIM Committee members are meant to observe and defer any debate or questions of the applicant and planner until the planning case is presented to the Committee at a regular meeting.

The Committee questioned the procedure of the planning application process.

Agar advised the process changed a few years back and the applications come to the Committee earlier in the process and the recommendation report is prepared after receiving Committee input. Agar also provided some additional information regarding Public Information Meetings.

Attention was drawn to the *Municipal Conflict of Interest Act* and the *Freedom of Information Protection of Privacy Act* (FOIPOP).

A copy of the staff presentation is on file.

### **9.1.2 Proposed 2020 North West Planning Advisory Committee Meeting Schedule**

MOVED by Councillor Tim Outhit, seconded by Robert Jarvis

**That the proposed 2020 Meeting Schedule of the North West Planning Advisory Committee be approved as presented in the staff report dated February 25, 2020.**

**MOTION PUT AND PASSED**

### **10. ELECTION OF CHAIR AND VICE CHAIR**

Alicia Wall, Legislative Support called for nominations for the position of Chair of the North West Planning Advisory Committee.

MOVED by Robert Jarvis, seconded by Councillor Tim Outhit

**THAT Ann Merritt be nominated Chair of the North West Planning Advisory Committee.**

**Ann Merritt accepted the nomination.**

**MOTION PUT AND PASSED**

Alicia Wall called three more times for any further nominations. There being none, Ann Merritt was declared Chair of the North West Planning Advisory Committee.

Ann Merritt assumed the Chair position and called for nominations for the position of Vice Chair of the North West Planning Advisory Committee.

MOVED by J. Christopher Bewsher, seconded by Councillor Lisa Blackburn

**THAT Nick Horne be nominated Vice Chair of the North West Planning Advisory Committee.**

**Nick Horne accepted the nomination.**

**MOTION PUT AND PASSED.**

The Chair called three more times for any further nominations for the position of Vice Chair of North West Planning Advisory Committee. There being none, Nick Horne was declared Vice Chair of North West Planning Advisory Committee.

### **11. IN CAMERA (IN PRIVATE) - NONE**

**12. DATE OF NEXT MEETING** – April 1, 2020 Sackville Heights Community Centre Silver and Gold Room, 45 Connolly Road, Middle Sackville

**13. ADJOURNMENT**

The meeting adjourned at 8:14 p.m.

Alicia Wall  
Legislative Support