

ADVISORY PLANNING COMMISSION

Tuesday, June 16, 2020 at 6:00 p.m.
Meeting held electronically under Ministerial Order No. M139

MINUTES

VOTING MEMBERS PRESENT:

Rebecca Bateman - Community Member
Steven Beasley - Community Member
Margaret Fairweather - Community Member
Andrew Feltham - Community Member
Christopher Lumsden - Community Member
Christa MacArthur - Community Member
Melinda Michael - Community Member

VOTING MEMBERS REGRETS:

Ken Bourdeau - Community Member
Tasha Henderson - Community Member

STAFF:

Rupinder Basi - Supervisor of Development Planning
Heather Corbett - Committee Clerk

The meeting was called to order at 6:00 p.m.

1.0 HOUSEKEEPING & ADDITIONS TO AGENDA

1.1 Virtual Meeting Introductions

Heather Corbett, Committee Clerk welcomed Commission members to the meeting and briefly outlined how to use the online meeting functions.

1.2 Committee Orientation

Heather Corbett, Committee Clerk advised that the full Committee Orientation would not be presented at the meeting, as all members had previously received the orientation, and the new member on the Commission was not in attendance at the meeting.

Ms. Corbett provided information on the following two items of the Orientation:

- Conflict of Interest; and,
- Freedom of Information Permission Form.

2.0 ADOPTION OF MINUTES

2.1 Adoption of the Minutes of Tuesday, January 21, 2020

MOVED and SECONDED

THAT the minutes of the January 21, 2020 Advisory Planning Commission meeting be adopted as circulated.

CARRIED.

All members of the Commission present voted in favour of the motion.

3.0 INFORMATION PRESENTATIONS

3.1 Planning Policy Orientation

Rupinder Basi, Supervisor of Development Planning, provided a Planning Policy Orientation for Commission members which included the following:

- Statutory Role of the Commission;
- Terms of Reference;
- Development Review Steps (simplified);
- Scope of Review;
- Meeting Format;
- Key City Policy Documents to Consider;
- Key Regional Policy Document to Consider;
- Additional Land Use Policies; and,
- Staff Roles

In response to a question from the Commission, Mr. Basi noted that when hearing comments from the public on matters under the Commission's review, it is best to acknowledge the position or comment, and consider how it relates to the project, and in relation to broader City policies that have been developed through City Committees and adopted by Council.

4.0 LAND USE APPLICATIONS

There were no items.

5.0 NEW BUSINESS

5.1 Appointment of Chair and Alternate Chair

MOVED AND SECONDED

THAT Steven Beasley be appointed as the Chair for the 2020 Advisory Planning Commission term.

CARRIED.

All members of the Commission present voted in favour of the motion.

MOVED AND SECONDED

THAT Melinda Michael be appointed as the Alternate Chair for the 2020 Advisory Planning Commission term.

CARRIED.

All members of the Commission present voted in favour of the motion.

6.0 REPORTS AND INFORMATION

There were no items.

7.0 CORRESPONDENCE

There were no items.

8.0 NEXT MEETING

Tuesday, July 21, 2020

9.0 ADJOURNMENT

ON MOTION, the meeting adjourned at 6:45 p.m.

Certified Correct,

ORIGINAL SIGNED

Steven Beasley
Chair

ORIGINAL SIGNED

Heather Corbett
Committee Clerk