

**Eastern District Planning Commission
Thursday, January 14, 2021
Video Conference Meeting
Minutes**

PRESENT: Warden Amanda Mombourquette, Chair
Councillor Alfred Poirier, Vice-Chair
Councillor Jason Aucoin
Mayor Laurie Boucher
Warden Laurie Cranton
Councillor Mary Farrell
Councillor Perla MacLeod
Councillor Harris McNamara
Warden Bruce Morrison
Councillor Shawn Samson
Mr. Glenn Horne, Advisor
Mr. Jeffery Lawrence, Advisor
Mr. Keith MacDonald, Advisor
Ms. Leanne MacEachen, Advisor
Mr. Don Marchand, Advisor

STAFF: Mr. John Bain, Director
Ms. Tammy MacLellan

REGRETS: Councillor Bill MacFarlane
Councillor Mark MacIver
Mr. Terry Doyle, Advisor

1.0 Call to Order:

Warden Amanda Mombourquette called the meeting to order at 1:02 p.m.

2.0 Items Added to the Agenda:

There were no items added to the agenda.

Motion to approve the agenda as presented. Moved by Warden Bruce Morrison, seconded by Councillor Mary Farrell. **Motion carried.**

3.0 Review of Minutes:

The Board reviewed the minutes of November 26, 2020.

Motion to approve the minutes as presented. Moved by Warden Laurie Cranton, seconded by Councillor Jason Aucoin. **Motion carried.**

4.0 Director's Report:

1.1 2021 – 2022 Operating Estimates

Mr. John Bain met with the CAO's and Municipal Clerk, and reviewed the 2021 – 2022 draft budget. The draft budget was presented and reviewed with the Board.

Motion to approve the operating budget for 2021 – 2022 as presented. Moved by Councillor Jason Aucoin, seconded by Councillor Harris McNamara. **Motion carried.**

1.2 Personnel – Lewis Pope Resignation

The board reviewed the resignation of Lewis Pope, Planner, who has been with the Commission since March 2020.

1.3 Employee Recognition Awards

In accordance with the Commission's personnel policy, a fifteen-year service award was presented to David MacKenzie, Building and Fire Inspector, in December.

1.4 Town of Antigonish – Inter-Municipal Service Agreement

Under the Commission's Inter-Municipal Services Agreement, the Town of Antigonish is a participating municipality for a period of three years, which term expires on June 30, 2021.

The Commission received a request from the Town of Antigonish to join the Commission as a permanent member under the same terms and conditions as other municipalities. Mr. Bain provided a draft Inter-Municipal Services Agreement, dated July 1, 2021, including the Town of Antigonish as a full member and reviewed this agreement with the board.

Mr. Bain made a recommendation to the member units to review the proposed agreement prior to the March board meeting. If the revised agreement is in order, the Board could then recommend the new agreement to their respective Councils for approval and signing.

Motion we forward a copy of the MOU to the CAO's of the municipalities that are partners in the Planning Commission for review and come back with a recommendation indicating that we are supportive of the Town of Antigonish staying in with the changes noted by the Director. Moved by Warden Bruce Morrison, seconded by Councillor Alfred Poirier. **Motion carried.**

1.5 Status of Municipal Accessibility Plans

Mr. Bain reviewed the status of the different Municipalities progress in meeting the requirements of the *Accessibility Act*.

The Town of Antigonish has established an Accessibility Advisory Committee, they have been actively meeting to discuss accessibility concerns and have selected a consultation firm to create an Accessibility Plan.

The Town of Port Hawkesbury and the County's of Antigonish and Inverness have begun the recruitment process for a committee and this process will continue for several weeks.

The County's of Victoria and Richmond began their recruitment process, however, no applications were received.

If the municipalities decide to have a joint Accessibility Advisory Committee, with the Commission acting as a consultant, the work would either be billed to each participating municipality or an increase in the operating budget would have to be approved.

1.6 Coastal Protection Act - Regulations

The *Coastal Protection Act* was passed in 2018. Mr. Bain attended a meeting in December for an update. The new requirements of the coastal protection zone will impact the Commission's ability to issue building permits. Subdivision of lands was not given consideration in the new regulations so there is a concern that developers will be unable to develop newly created lots as they may not meet the requirements of the Act and its regulations.

It is a concern of the board that the Department of Environment has created this Act but will expect the municipalities to enforce the departments' regulations.

Motion that we ensure that the provincial regulations are enforced by the Province of Nova Scotia, by the department that is responsible. Moved by Warden Bruce Morrison, seconded by Councillor Jason Aucoin. **Motion carried.**

Staff Activity:

Staff Activity – Major Projects and Municipal Planning Processes, Plan Amendments, Policy Changes and Miscellaneous Projects, Rezoning, Agreements and Zone Amendments were reviewed.

Motion to accept the Director's Report as presented. Moved by Councillor Jason Aucoin, seconded by Councillor Perla MacLeod. **Motion carried.**

5.0 Correspondence and Documentation:

Correspondence and Documentation were reviewed.

6.0 Discussion – Items added to the Agenda:

There were no items added to the agenda.

7.0 Next Meeting Date:

Next meeting scheduled on March 25, 2021, at 1:00 p.m.

8.0 Adjournment:

Meeting adjourned at 1:40 p.m.

Motion to adjourn meeting. Moved by Councillor Shawn Samson, seconded by Councillor Jason Aucoin. Motion carried.



**Warden Amanda Mombourquette
Chair**



**Tammy MacLellan
Recorder**