

**WINDSOR PLANNING ADVISORY
COMMITTEE MEETING MINUTES
November 10, 2010**

PRESENT: Deputy Mayor Laurie Murley, Chair
Mayor Paul Beazley
Councillor John Bregante
Councillor Liz Galbraith
Councillor Dave Seeley
Ms. Shelley Bibby
Mr. Graham Murphy

STAFF: Jeanne Bourque, Planner
Velma Macumber, Adm. Assistant

REGRETS: Mrs. Laura Myers

Chair Murley called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES OF OCTOBER 13, 2010

Moved By: Councillor Bregante
Seconded By: Mr. Murphy

**THAT THE MINUTES OF OCTOBER 13, 2010 BE APPROVED AS CIRCULATED NOTING
ANY ERRORS OR OMISSIONS.**

Question on motion

MOTION CARRIED.

BUSINESS ARISING FROM MINUTES

Affordable Housing

Ms. Bourque advised that two Canada Mortgage and Housing Corporation (CMHC) representatives met with the Affordable Housing Task Force at the community centre on October 14th. She advised that the Task Force is eligible for a grant, so a decision was made to apply for seed funding. Ms. Bourque advised that the next step would be to apply for and use the seed funding to hire a consultant to prepare a business case to backup future applications for funding.

Derelict Buildings/Minimum Standards

Ms. Bourque advised that after reviewing the file on the development of a Derelict Building By-law, she noted that the writing of a completely new by-law would be required. Unfortunately, this is something that time does not allow for before March 31, 2011.

Chair Murley asked if the Dangerous & Unsightly Committee had been handling issues that came up with derelict buildings. Ms. Bourque said she would look into this.

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Subdivision By-law - draft

Ms. Bourque advised that she discussed the matter of the draft subdivision by-law with the Development Officer, and the Municipal Advisor, from Service Nova Scotia & Municipal Relations to determine what would be the best approach. If the Committee wanted to go forward with the revised revision, the earliest the process could be completed would be early June 2011. Ms. Bourque expressed concern about going forward with a public information meeting and a public hearing without having the knowledge of the document to address questions from the public. She stated that there is insufficient time for her to familiarize herself with it.

Chair Murley asked the Committee how they wanted to deal with the draft subdivision by-law. The Committee agreed with delaying the draft by-law until it is known where the Town is heading with respect to planning services. This item will remain on the agenda as a reminder.

Ms. Bourque will circulate the two previous draft versions of the by-law to the Committee.

BUILDING INSPECTOR AND DEVELOPMENT OFFICER REPORT

Monthly Report of October 2010

Moved By: Mr. Murphy
Seconded By: Councillor Seeley

**THAT THE REPORT OF THE BUILDING INSPECTOR AND DEVELOPMENT OFFICER FOR
THE MONTH OF OCTOBER 2010 BE RECEIVED AND PLACED ON FILE.**

Question on motion

MOTION CARRIED.

Subdivision By-law - draft - cont'd

Mayor Beazley suggested that developers be notified when the draft subdivision by-law is ready to go to a public meeting. It was the general consensus of the Committee that notification be sent out to developers.

NEW BUSINESS

Land Use By-law amendment - self storage units

Ms. Bourque advised that a staff report dealing with the LUB amendment for self storage units will be ready for the next PAC meeting. She stated that if everything goes well, the process could be completed by mid March 2011.

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MISCELLANEOUS

Update GIS System Upgrade

Ms. Bourque advised that the new GIS Technician began work on November 8th and is fitting in well. However, due to technical problems with the GIS server, the rollout of the GIS upgrade will be delayed.

New signage at the Woodshire Inn/Cocoa Pesto Bistro

Councillor Galbraith reported that she received a few inquiries about the new signage at the Woodshire Inn, and had discussed this with the Development Officer. She asked Ms. Bourque if there had been any progress dealing with this matter. Ms. Bourque advised she will check with the Development Officer for an update.

ADJOURNMENT

Moved By: Mayor Beazley
Seconded By: Mr. Murphy

THAT THE MEETING ADJOURN.

Question on motion

MOTION CARRIED.

The meeting adjourned at 7:36 p.m.

Chair