

A joint meeting of the Middleton Town Council and the Planning Services Public Advisory Panel (PSPAP) was held at the Town Hall on Thursday, November 26, 2015, starting at 6:00 p.m.

PRESENT

Chairing the meeting, Mayor Calvin Eddy; Deputy Mayor Dan Smith; Councillors Darren Boates, Gail Smith, John Himmelman, Marc Britney and Melinda den Haan; PSPAP Members: Colin Crowell, Mike Hazelwood, Reinhold Griff and Tom Spinney; Planner and Development Officer, Chris Millier; Chief Administrative Officer, Rachel Turner;; and Recording Secretary, Sharon McAuley.

1. CALL TO ORDER

Mayor Eddy called the meeting to order at 6:00 p.m.

2. WELCOME AND INTRODUCTIONS

Mayor Eddy welcomed everyone and asked members to introduce themselves.

3. PURPOSE/GOALS OF THE MEETING

Planner and Development Officer C. Millier stated that the MPS Review has been initiated by Council and that the purpose/goals of the meeting is:

- to understand the process to conduct a Municipal Planning Strategy & Land Use Bylaw (MPS-LUB) Plan Review;
- to understand the scope and issues facing the Town;
- for Council to provide direction to the PSPAP on issues and pressure points in the community;
- to understand the role of Council and the role of the PSPAP.

4. MUNICIPAL PLANNING STRATEGY REVIEW

a. Determine Review Approach

- The general purpose of the MPS/LUB is to guide development in the Town.
- The current MPS/LUB is approximately twenty years old having been started in 1995 and approved in 1998.
- Since its approval, changes to the MPS/LUB have been through MPS/LUB amendments.

b. Alignment With Other key Documents

The Town of Middleton has a number of stand-alone documents in addition to the MPS/LUB. They include the:

- Strategic Plan;
- Integrated Community Sustainability Plan (ICSP);
- Municipal Climate Change Action Plan (MCCAP);
- Wellfield Protection Management Plan (WPMP);
- Capital Plan;
- Facility Assessment Plan.

c. Process / Timeframe

The MGA lays out a process for adopting planning documents and requires the documents to be read twice with the PSPAP holding a public participation process prior to the first reading and Council advertising and holding a public hearing prior to the second reading.

Planner C. Millier led a discussion on:

- what has been happening in the Town and surrounding area;
- what are the current challenges/opportunities;
- what are the short, medium and long term goals for the community;
- whether the current planning documents have been working for the community
- whether there have been land use violations;
- what are the most frequent requests;
- what are the expectations of the community, Council and Town administration;
- what roles should the planning documents /development process play in the Town going forward?

Council gave the following direction to PSPAP:

- retain the stand-alone documents;
- have the MPS/LUB complement the stand-alone documents;
- update the MPS/LUB;
- simplify the MPS/LUB;
- do not conduct a comprehensive overhaul;
- minimize regulation;
- flatten the document.

5. PUBLIC CONSULTATION

The public consultation is extremely important and enables citizens to attend meetings, review minutes and documents and raise any concerns they may have.

PSPAP will determine how the public participation process will look.

6. UPDATES TO COUNCIL

It will be important for the Council members on the PSPAP to ensure that Council is updated on the progress of the Plan Review as the planning documents are ultimately the responsibility of Council. It was agreed to place it on the Council agenda.

7. NEXT MEETING

PSPAP agreed to meet on the second and fourth Mondays of each month until the process is complete. The first meeting will be on Monday, January 25, 2016.

8. ADJOURNMENT

151126.01: It was moved and seconded to adjourn the meeting at 9 p.m. Motion carried.


MAYOR


RECORDING SECRETARY