

Town of Grand Bay-Westfield

(Incorporated 1st January, 1998)

Planning Advisory Committee

Minutes

Monday January 18, 2021

1. CALL TO ORDER

The Town of Grand Bay-Westfield Planning Advisory Committee conducted a virtual meeting on Monday January 18, 2021 at 8:00 pm via Webex with Chair, Jim Burke presiding. The meeting was livestreamed on the Town's You Tube channel.

2. RECORD OF ATTENDANCE

Members in attendance were Chair Jim Burke, Vice-Chair Brittany Merrifield, Councillor Bev Day, Alex Calvin, Philip Reeves, Cathy Fawcett and Development Officer David Taylor.

"...moved by Alex Calvin to excuse Theresa Gordon with cause..."

Seconded by Philip Reeves. Carried.

3. CHAIRMAN'S REMARKS

None.

4. PAC MINUTES OF DECEMBER 7, 2020

"...moved by Philip Reeves to adopt as presented the Planning Advisory Committee Meeting Minutes of December 7, 2020..."

Seconded by Cathy Fawcett. Carried.

5. REGULAR COUNCIL MEETING MINUTES OF DECEMBER 14, 2020

"... moved by Councillor Day to receive and file the Regular Council Meeting Minutes of December 14, 2020..."

Seconded by Alex Calvin. Carried.

6. DECLARATION OF CONFLICT OF INTEREST

None.

7. MEMORANDUM FROM CAO DATED JANUARY 8, 2021 RE: 2021 GENERAL REVENUE FUND OPERATING BUDGET

“...moved by Philip Reeves to receive and file the letter of January 8, 2021 re: 2021 General Revenue Fund Operating Budget...”

Seconded by Brittany Merrifield. Carried.

**8. DEVELOPMENT OFFICER’S MEMO DATED JANUARY 11, 2021 RE: PAC AMENDMENTS TO RULE AND PROCEDURES
8.1 PAC RULES AND PROCEDURES**

“....moved by Cathy Fawcett in favor of the recommendation brought forward by the Development Officer to change the time of the scheduled meetings from 8:00 pm to 7:30 pm with the addition of virtual meetings...”

Seconded by Alex Calvin. Carried.

9. ELECTION OF OFFICERS FOR 2021

Councillor Day took the Chair for the Election of Officers for 2021.

The election of officers proceeded calling for nominations 3x for both Chair and Vice Chair.

“... moved by Brittany Merrifield to nominate Jim Burke for the Office of Chair. Nomination Accepted...”

Seconded by Alex Calvin. Carried.

“... moved by Philip Reeves to nominate Brittany Merrifield for Office of Vice-chair. Nomination accepted...”

Seconded by Jim Burke. Carried.

Jim Burke assumed as Chair for the remainder of the meeting.

**10. DEVELOPMENT OFFICER'S MEMO DATED JANUARY 11, 2021
RE: CONFLICT OF INTEREST**

Each member of the Planning Advisory Committee was provided with information concerning Disclosing Conflict of Interest under the *Local Governance Act* and a request for submissions by members starting a new 3-year term.

“...moved by Alex Calvin to receive and file Development Officer's Memo dated January 11, 2021 Re: Conflict of Interest...”

Seconded by Brittany Merrifield. Carried.

**11. DEVELOPMENT OFFICER'S MEMO DATED JANUARY 10, 2021
RE: INDEX LIST OF PAC ITEMS FOR 2020**

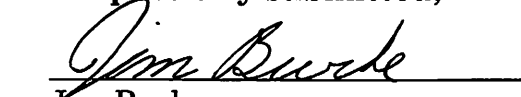
“...moved by Cathy Fawcett to receive and file as well as forward to Council the accompanying Index of Planning Advisory Committee items considered during 2020, for their reference and information...”

Seconded by Philip Reeves. Carried.

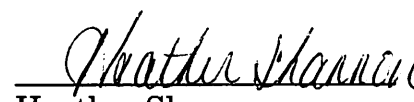
12. ADJOURNMENT

“...moved by Philip Reeves and seconded by Alex Calvin to adjourn at 8:11 pm...”

Respectfully submitted,



Jim Burke,
PAC Chair



Heather Shannon,
PAC Secretary