

**ADOPTED**  
**JAN 20 2020**

***Town of Grand Bay-Westfield***  
*(Incorporated 1<sup>st</sup> January, 1998)*  
**Planning Advisory Committee**  
**Minutes**  
**Meeting –December 2, 2019**

**1. CALL TO ORDER**

The Town of Grand Bay-Westfield Planning Advisory Committee met in a regular meeting on Monday, December 2, 2019 with Chair, Jim Burke presiding.

**2. RECORD OF ATTENDANCE**

Members in attendance were Chair Jim Burke, Vice-Chair Brittany Merrifield, Theresa Gordon, Councillor Bev Day, Alex Calvin, and Development Officer David Taylor.

**“...moved by Councillor Day to excuse Ron Daigle and Chyann Kirby with cause...”**

**Seconded by Theresa Gordon. Carried.**

**3. DECLARATION OF CONFLICT OF INTEREST**

None

**4. CHAIRMAN'S REMARKS**

None

**5. PAC MINUTES OF SEPTEMBER 16, 2019**

**“...moved by Brittany Merrifield to adopt as presented the Planning Advisory Committee Meeting Minutes of September 16, 2019...”**

**Seconded by Councillor Day. Carried.**

**TOWN OF GRAND BAY-WESTFIELD  
PLANNING ADVISORY COMMITTEE  
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**6. CORRESPONDENCE OF SEPTEMBER 18, 2019 – LETTER TO PAUL GORDON, MANAGER – SCHOLTEN’S RE: APPLICATION FOR VARIANCE – 217 RIVER VALLEY DRIVE**

“...moved by Councillor Day to receive and file the correspondence of September 18, 2019 – Letter to Paul Gordon, Manager – Scholten’s Re: Application for Variance – 217 River Valley Drive...”

Seconded by Alex Calvin. Carried.

**7. CORRESPONDENCE OF SEPTEMBER 18, 2019 TO COUNCIL RE: TERM EXPIRATIONS**

“...moved by Councillor Day to receive and file the Correspondence of September 18, 2019 to Council Re: Term Expirations...”

Seconded by Brittany Merrifield. Carried.

**8. REGULAR COUNCIL MEETING MINUTES OF SEPTEMBER 9, SEPTEMBER 23, OCTOBER 15, OCTOBER 28 AND NOVEMBER 12, 2019**

“... moved by Councillor Day to receive and file the Regular Council Meeting Minutes of September 9, September 23, October 15, October 28 and November 12, 2019...”

Seconded by Theresa Gordon. Carried.

**9. APPOINTMENT OF MR. PHILIP REEVES TO THE PLANNING ADVISORY COMMITTEE EFFECTIVE JANUARY 2020**

“...moved by Councillor Day to receive and file the letter re: appointment of Mr. Philip Reeves to the Planning Advisory Committee Effective January 2020...”

Seconded by Brittany Merrifield. Carried.

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**10. PRESENTATION RE: PROGRESS OF THE MUNICIPAL PLAN  
BY-LAW REVIEW – STEVEN STONE AND JENNIFER BROWN,  
DILLON CONSULTING PRESENTERS**


Jennifer Brown and Steven Stone presented the Planning Advisory Committee with a timeline of the Legislative Adoption Process of the Municipal Plan. The Municipal Plan will be referred to the Planning Advisory Committee in February by Council for Review after a 30-day Comment Period by Council and Residents.

**11. ADJOURNMENT**

**“...moved by Councillor Day and seconded by Brittany Merrifield to adjourn...” at 8:16 pm.**

**Respectfully submitted,**

  
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Jim Burke,  
PAC Chair

  
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Heather Shannon,  
PAC Secretary