



MINUTES
Strategic Priorities Committee

August 23, 2022
9:00 am
Town Hall, Council Chambers

Council Present: Mayor Strathdee (in-person)
Councillor Craigmile (in-person)
Councillor Edney (in-person)
Councillor Hainer (video conference)
Councillor Luna (video conference)
Councillor Pridham (in-person)
Councillor Winter (in-person)

Staff Present: **In-Person**
Brent Kittmer, Chief Administrative Officer
Jenna McCartney, Clerk
Conference Line
Grant Brouwer, Director of Building and Development

1. CALL TO ORDER

Chair Strathdee called the meeting to order at 9:00 am.

2. DECLARATIONS OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF THE AGENDA

Resolution 2022-08-23-01

Moved By: Councillor Craigmile

Seconded By: Councillor Edney

THAT the August 23, 2022 Strategic Priorities Committee agenda be accepted as presented.

CARRIED

4. STRATEGIC PRIORITIES REVIEW

4.1 DEV 65-2022 Bill 109 and St. Marys Planning Process

Grant Brouwer presented DEV 65-2022 report.

The Committee discussed the options within the report.

To further expedite the Planning Advisory Committee's review of applications, staff were requested to consider providing the Committee members notice of an application once it is deemed complete and to direct members to the Town's planning website so that they can review the application materials.

Resolution 2022-08-23-02

Moved By: Councillor Edney

Seconded By: Councillor Craigmile

THAT DEV 65-2022 Bill 109 and St. Marys Planning Process report be received; and

THAT the Strategic Priorities Committee recommends to Council:

THAT the Town maintain the Planning Advisory Committee's role with respect to reviewing Planning Act applications and general policy or regulatory matters (Option 1A); and

THAT the Town implement the following planning process enhancements:

- a. Require applicants to ensure certain Town department and agency reviews and approvals are completed prior to submitting application.
- b. Reduce time to deem complete (target a maximum of 15 to 20 days).
- c. Reduce time to issue notice (target within 48 hours of deeming application complete).
- d. Reduce minimum circulation periods in advance of PAC meetings from 20 to 15 days.
- e. Eliminate PAC deferrals; and

THAT Council direct staff to complete a review of Planning Act application fees levied by the Town and present findings and recommendations to Council in a detailed report (Option 3A).

CARRIED

4.2 DEV 66-2022 St. Marys Housing Strategy – Mobile / Modular Homes

Grant Brouwer presented DEV 66-2022 report.

Resolution 2022-08-23-03

Moved By: Councillor Pridham

Seconded By: Councillor Luna

THAT DEV 66-2022 St. Marys Housing Strategy – Mobile and Modular Homes report be received;

THAT the Strategic Priorities Committee recommends:

THAT Council direct staff to:

- a. include a proposed amendment to the definition of 'modular home' to also include detached accessory apartments as permitted in Section 5.1.2 of the Zoning By-law, with the next general or housing related amendment to the Zoning By-law; and,
- b. include specific guidelines for modular homes as part of the upcoming project to establish urban design guidelines in the Town.
- c. include a proposed amendment to the definition of 'single - detached dwelling' to state that Section 3.47.13 of the Zoning By-law be replaced with the following "Single-Detached means a separate building which contains one (1) dwelling unit in which entrance is gained only by a private entrance directly from outside, including modular homes. Single-detached dwelling shall not include a mobile home."

CARRIED

5. NEXT MEETING

September 20, 2022 - 9:00 am, live streamed to the Town's YouTube channel

6. ADJOURNMENT

Resolution 2022-08-23-04

Moved By: Councillor Pridham

Seconded By: Councillor Luna

THAT this meeting of the Strategic Priorities Committee adjourns at 9:52 am.

CARRIED

Al Stratthdee, Mayor

Jenna McCartney, Clerk