



# COMMITTEE MINUTES

## MAIN ST DEVELOPMENT REVIEW COMMITTEE

MARCH 2<sup>ND</sup>, 2021 AT 7:00 P.M.  
ELECTRONIC PARTICIPATION – Via Zoom

### A. CALL TO ORDER

Chairperson, Gord Queen called the meeting to order at 7:00 p.m. with the following Committee members in attendance:

#### Members of Committee

Deputy Mayor Gord Queen  
Councillor Kimberly DeYong  
Brenda Gagnier  
David Hunt  
Gideon Spevak  
Heather Brown  
Joe Wilds  
Laura Mastronardi  
Sarah Sacheli  
Tom Greenall  
Dennis Rogers

#### Members of Administration

Manager of Planning – Robert Brown  
Town Planner – Kristina Brcic  
Administrative – Stephanie Coussens

#### ABSENT:

Bruce Durward  
Mary Ellen Havlik  
Tasha Slater

### B. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Chairperson, Gord Queen reminded Committee members to disclose any interest they may have prior to each agenda item being discussed.

### C. ITEMS FOR REVIEW:

#### 1. Review and approval of minutes from February 2, 2021

#### MSD-08-2021

Moved by Joe Wilds, seconded by Heather Brown that the Main St Development Review Committee Meeting Minutes dated February 2, 2021 be adopted.

**CARRIED**

## 2. Practice for public engagement, presentation by each sub-committee

- a. **Introduction** – Manager of Planning Services, Robert Brown introduced the committee and explained the purpose of the committee.  
Sarah Sacheli, noted the font size on the 3<sup>rd</sup> slide is not uniform; making it appear that one study area may be more important than another.
- b. **Heritage** – Sarah Sacheli introduced her sub-committee and presented their recommendations.
- c. **Urban Design** - Brenda Gagnier introduced her sub-committee and presented their recommendations.  
Kim DeYong, asked the committee if they have a specific location in mind for the Gateway Signage and Wayfinding Signs? David Hunt noted that proposed locations, would be on Main Street at the East end of town, at Kratz Side Road as well as the West end of town at Heritage Road and Main Street. Mr. Hunt, also spoke to Wayfinding Signage being throughout town, main intersections, at tourist locations, library, etc.  
Heather Brown spoke about the suggested planters from the committee, and snow removal problems, Dave Hunt explained the suggestion of multi-use benches / flower planter.
- d. **Zoning/Landscaping/Signage** - Heather Brown introduced her sub-committee and presented their recommendations.  
Brenda Gagnier suggested the committee should talk to Administration prior to the public meeting to find out if the town has By-laws suggested or mentioned in your presentation.
- e. **Traffic** - Tom Greenall introduced his sub-committee and presented their recommendations.  
Robert Brown asked what type of information the sub-committee, is looking to get from the requested Traffic study. Mr. Greenall explained, that a baseline is what they are looking for, how many vehicles are going up and down Main St with in specific time lines.
- f. **Policy Review** – Manager of Planning Services, Robert Brown presented findings and recommendations.  
Brenda Gagnier suggested not focusing on what the town doesn't have, instead spin it into positive wording.

## 3. Comment and feedback on practice presentations

Administration to remind the public that they are welcome to view the full presentation on line at the Town website.

**4. Format issues with the presentations?**

Kim De Yong Suggestion, presentations, in full and then question and answers.

**MSD-09-2021**

Moved by Kim DeYong, seconded by Sarah Sachiel that the Presentations are made in full to the public followed by Question and Answer session.

**CARRIED**

Please make changes, additions, editions to your slides and send them to Town Planner, Kristina Brcic by March 16<sup>th</sup>, end of day.

**5. Any outstanding items and information requests**

**6. Date of the next meeting.**

**April 6th, 2021**  
**Location: via Zoom**  
**Time: 7pm**

**D. OTHER BUSINESS**

No comment made.

**E. ADJOURNMENT**

**MSD-10-2021**

Moved by Joe Wilds, seconded by Tom Greenall there being no further items scheduled, the meeting was adjourned at 8:30 p.m.

**CARRIED**

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CHAIRPERSON, G. QUEEN

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SECRETARY-TREASURER, R. BROWN