

**Planning Board Meeting
24 October 2023, 6:15pm
Victoria Schoolhouse, 730 Victoria Rd**

MINUTES OF CLOSED PORTION OF THE MEETING ONLY

Move to closed portion of the meeting as per section 119 (1) (f) of the Municipal Government Act, for discussion of legal advice.

Motion moved by Vice Chair Trainor to close the meeting as per section 119 (1) (f) of the Municipal Government Act, for discussion of legal advice, seconded by Susan Oxley. Approved unanimously (3/0).

3. Approval of closed-session minutes

- a. June 5, 2023
- b. June 19, 2023
- c. July 20, 2023
- d. August 17, 2023
- e. September 21, 2023
- f. October 11, 2023

Motion moved by Ben Smith to approve the closed-session minutes of the Council meetings of June 5, June 19, July 20, August 17, September 21, October 11, 2023, seconded by Susan Oxley. Motion carried unanimously (3/0).

4. Discussion of privileged legal advice received.

- *Reviewing the summary (provided by the CAO) of the decisions made by Planning Board since the review of legal advice began, from May to October 2023*
- *Giving any direction to the CAO required, as staff commence the work of updating the draft of the official plan.*

Councillors reviewed the provided summary of the 132 decisions made by the Planning Board in past 6 months of meetings, and found it useful in understanding how the CAO and consultant would work together to update the plan according to those decisions, including how the consultant's valuable time would be prioritized so as to be most efficient.

Next step is for CAO to meet with Samantha Murphy, RPP, weekly during the month of November, to assist with edits that have been identified as requiring professional advice.

Discussion:

- Is Samantha Murphy employed by the province?
 - No, she's a private Registered Professional Planner.
- What is the cost?

- \$8000 was allocated by council in the budget, \$4000 to be spent to hire Samantha.
- A concern was voiced with spending the money on an RPP, it was felt that finances should be under control first.
- Members were reminded that the spending required to complete the documents was already council approved, and that only half of the allocated budget was going to be spent. It would be significantly more time-consuming and therefore costly for the municipality to have the CAO do the work as the CAO does not have the specialised expertise needed for some of the required changes, and would need to do significant research. This would also take CAO time away from all the other municipal priorities, meaning all municipal work would suffer.
- Important to note that CCBF funds were used to pay for the creation of the draft documents, and that if the process was not completed (within the typical 5 year capital plan) the municipality would need to pay back funds spent to date.
- Members were reminded that the Code of Conduct requires Councillors to support past council decisions, even if they disagreed/disagree, as part of upholding public trust and confidence in Council as a democratic institution. [The exception being if they are putting forward a motion to rescind or change a decision.]

Motion moved by Susan Oxley to open the meeting at 6:07pm, seconded by Vice Chair Trainor. Motion carried unanimously (3/0).