

A meeting of the Planning Advisory Committee (PAC) was held in person on Thursday, February 19, 2026, starting at 4:00pm.

PRESENT

Chairing the meeting: CAO Ashley Crocker, Howard Selig; Councillors Dan Smith and John Bartlett; Citizens-at-large, Hilary Campbell, and Margaret Jerke, Planner Chrystal Fuller, Development Officer, Ethan Oderkirk, Director of Public Works, Adam Verran, and Recording Secretary/Planning Services Coordinator, Sara Marceau.

Regrets: Councillor Jonathan Archibald

1. **CALL TO ORDER**

Chair Selig called the meeting to order at 4:34pm.

2. **APPROVAL OF THE AGENDA**

260219.01 It was moved and seconded to approve the agenda as circulated. **Motion carried.**

3. **APPROVAL OF THE MINUTES**

260219.02 It was moved and seconded to approve the minutes as circulated. **Motion carried.**

4. **ACTION/DISCUSSION ITEMS**

4.1 Approval of Chair

CAO Crocker called for nominations and Hilary Campbell was nominated and accepted the nomination.

CAO Crocker called for nominations a 2nd time and there were no nominations.

CAO Crocker called for nominations a 3rd time and there were no nominations.

Hilary Campbell was acclaimed as Chair of the Planning Advisory Committee.

4.2 Approval of Vice Chair

Chair Campbell called for nominations and Howard Selig was nominated and accepted the nomination.

Chair Campbell called for nominations a 2nd time and there were no nominations.

Chair Campbell called for nominations a 3rd time and there were no nominations. Howard Selig was acclaimed as Vice Chair of the Planning Advisory Committee.

4.3 Development Fees Staff Reports

Development Officer Ethan Oderkirk gave a presentation on the Development Fees Staff Report.

The fees do not fully cover the cost of issuing permits. Middleton should take this into consideration.

Councillor Bartlett suggested waiving the fees, noting that applicants would still be required to pay for sewer and water services.

CAO Crocker explained that even when a building fee is charged, the Town still incurs costs.

Chair Campbell noted there have been complaints about fees being too high in HRM. It was observed that when HRM increased its fees, it resulted in a decrease in applications, as well as impacts on resources and materials.

CAO Crocker clarified that there have been no complaints about the Town's current fees and that this discussion is strictly related to the Housing Accelerator Fund initiatives.

The Committee discussed encouraging growth in Town, noting that any adjustment does not need to be permanent and would not create a significant administrative burden.

Councillor Smith suggested offering a 50% reduction on building and development fees, similar to retail incentives.

CAO Crocker concluded that the broader goal is to promote tax revenue growth.

PAC recommends to Council that affordable housing development applications fees including accessory dwellings are waved for a period of one year. **Motion carried.**

5. ANYTHING BY MEMBERS

Margaret Jerke provided clarification to an email she had distributed.

Planner Fuller stated that staff have been following up with Parson's Investments to obtain a proper plan. She added that expectations remain clear, and that developers are responsible for paying their required fees.


CAO Crocker provided a brief update on the Northlands Secondary Planning Strategy and the status of obtaining the appropriate plans. She noted that staff are doing their best to move the process forward and emphasized that the Town will not move ahead without proper plans and clear expectations.

6. NEXT MEETING DATE

To be determined.

7. ADJOURNMENT

260219.03: It was moved and seconded to adjourn the meeting at 5:26pm. **Motion carried.**



CHAIR



RECORDING SECRETARY