

A meeting of the Planning Advisory Committee (PAC) was held in person on Tuesday, May 12, 2026, starting at 4:00pm.

**PRESENT**

Chairing the meeting: Hilary Campbell; Councillors Dan Smith, and Jonathan Archibald; Citizens-at-large, Howard Selig and Dianne McDonald, Planner, Chrystal Fuller, Chief Administrative Officer, Ashley Crocker, Director of Public Works, Adam Verran and Recording Secretary/Planning Services Coordinator, Sara Marceau.

Regrets: Margaret Jerke, Councillor John Bartlett

Also in attendance: Heather McCormick and 2 citizens

**1. CALL TO ORDER**

Chair Campbell called the meeting to order at 4:00pm.

**2. APPROVAL OF THE AGENDA**

**260512.01** It was moved and seconded to approve the agenda as circulated. **Motion carried.**

**3. APPROVAL OF THE MINUTES**

3.1 Approval of the Previous Meeting Minutes

April 13, 2026, Committee Meeting Minutes

No errors or omissions were noted, and the minutes were considered approved.

**4. ACTION/DISCUSSION ITEMS**

**4.1 Magee Drive Development Agreement**

Planner Fuller gave a brief presentation of the Magee Drive Development Agreement.

- Howard Selig asked whether the units would be built on site or preconstructed and Dianne McDonald asked about providing visual renderings of the development
  - Planner Fuller stated that funding is still being finalized.
  - Heather McCormick advised that the project would use prefabricated walls, resulting in fewer people being on site during construction.

- Planner Fuller confirmed staff could provide drawings to Council and reminded PAC members that how the units are built and what they look like are not governed by the Development Agreement.
- Councillor Archibald asked about noise considerations in the DA.
  - Planner Fuller advised they are not currently included but noted an existing noise bylaw, and that noise provisions could be added if required.
- Councillor Smith asked about regulations for grouped dwellings, and whether the Town's current MPS/LUB enables multiple units on one lot currently.
  - Planner Fuller stated that the MPS/LUB is not clearly defined for grouped dwellings, and that she would confirm details at the next meeting about the multiple units on one lot question.

Staff also explained that the DA addresses phased development. Planner Fuller explained phasing requirements are set out in Section 4.2 of the DA, with infrastructure installed alongside units so partial completion would still include servicing. The DA includes a five-year timeline, with possible extensions.

Staff advised that the Development Agreement cannot be executed until Ministerial approval has been received for the amendments to the Town's Municipal Planning Strategy and Land-Use Bylaw required to enable the agreement. If Council approves the amendments and approves the Development Agreement in principle concurrently, the agreement may be executed once Ministerial approval of the amendments is obtained. No Development Permit may be issued prior to that time.

Planning staff also reminded the PAC that Development Agreements may be appealed by aggrieved persons, and that appeals can be both lengthy and costly. Staff noted that, in considering a Development Agreement, Council must be satisfied that the agreement reasonably carries out the intent of the Municipal Planning Strategy.

Planner Fuller added that timelines for this DA depend on funding and construction, flooding has not been flagged and is addressed through stormwater management, and the province is encouraging rapid housing development.

**260512.02** It was moved and seconded that the Planning Advisory Committee recommend that Council give initial consideration to the draft Development Agreement for PID 05302047, Magee Drive, Middleton, to permit a 27-unit grouped dwelling development and one community office/boardroom space, subject to the associated Municipal Planning Strategy and Land Use By-law amendments being approved and taking effect. **Motion carried.**

**4.2 Northlands Secondary Plan Update**

Planner Fuller gave a brief update on the Northlands Secondary Plan.

Chair Campbell emphasized that it is positive that Parsons has responded with a plan and is taking an active approach.

**5. ANYTHING BY MEMBERS**

Chair Campbell stated that a question was raised regarding whether the Chair can vote, and confirmed that, under Robert’s Rules of Order, the Chair is permitted to vote.

**6. NEXT MEETING DATE**

To be determined. Staff will email the committee if anything arises.

**7. ADJOURNMENT**

Chair Campbell declared the meeting adjourned at 5:11pm.

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CHAIR

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RECORDING SECRETARY