

**TOWN OF NORMAN WELLS  
TOWN PLANNING AND LAND USE COMMITTEE  
Regular Scheduled Meeting for Thursday, June 10, 2021  
Council Chambers @ 7:00 pm**

**MEETING MINUTES**

<b>Present:</b>	David Wever	Councillor–Chairperson
	Cindy Collier	Member
	Dee Opperman	Member
	Carol Lorentz	Member
<b>Regret:</b>	Jean-Paul Bernard	Councillor-Alternate Chairperson
<b>Guest:</b>	Warren Wright	
<b>Administration:</b>	Johannie Lapierre	Development Officer

1. **Call to Order –7:00 PM**
2. **Declaration of Conflict of Interest**  
None.
3. **Review and Adoption of Agenda**

**‘Be it resolved that the agenda of the Town Planning and Land Use committee meeting dated June 10th is hereby adopted.’**

**Moved: Member Opperman  
Seconded: Member Lorentz**

**Adopted**

4. **Delegation**
5. **Review and Adoption of Minutes**

- a) May 13, 2021, Regular meeting of the Town Planning and Land Use committee

**‘Be it resolved that the minutes of the Town Planning and Land Use committee’s regular meeting dated May 13th are hereby adopted.’**

**Moved: Member Collier  
Seconded: Member Opperman**

**Adopted**

6. **Old Business:**

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**7. New Business:**

a) Development permit compliance :

This item was discussed first because the property owner was attending the meeting.

The Development Officer summarizes the situation. The committee provides the property owner with the opportunity to explain the circumstances for the development not being completed at this time and to express the intention for the project to update the trailer to current standards and add a deck and skirting. The committee reviews the regulations, considers the property owner's intent to rebuild the inside and present a visually appealing final product, the administrative mistake, the fact that another type of house could be moved even if it is old, that the pandemic made it hard to build last year, that the draft zoning by-law doesn't include an age requirement and that reusing is part of Norman Wells culture and reality.

**'Be it resolved that the Town Planning and Land Use committee hereby recommend permit 19-08 to be extended as amended to exceptionally permit the manufactured home as a conditional use in the low-density residential area without the age requirement subject to external finish and respecting the building code standards.'**

**Moved: Member Lorentz**

**Seconded: Member Opperman**

**Adopted**

b) Mount Avens Award

The committee members agree on the following for the contest:

Date: August 21, 2021. The date will be included on the advertisement.

Categories: Elders, Vegetable gardens, Traditional yard. The Recycling and Northern Style category was included in the Traditional yard category as the first one didn't get enough registration last year.

Prize: Same as last year: gift certificates at the local business chosen by the winner for a value of \$150 for 1st place, \$100 for 2nd place and \$75 for 3rd place.

Method: Residents can either nominate themselves or another person by registering at the Town Office. The nominees are contacted prior to the judging to ask permission to enter the property.

c) Development permit application – sea can placement

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The committee reviews the application. The shed would remain. Sea cans are very common in town as the structure is affordable and durable.

Member Collier informs that there is no way to get out of a sea can from the inside. There should be a regulation to install a padlock on every sea can as a safety measure. The committee agrees that it could be included in the draft Zoning by-law.

**'Be it resolved that the Town Planning and Land Use committee hereby recommend Council to approve the placement of the sea can, subject to external finish and respecting the setbacks.'**

**Moved: Member Collier**

**Seconded: Member Lorentz**

**Adopted**

**d) Community Plan - Indigenous engagement**

The Chairperson provides an update and clarifications on the approval process. Second reading will occur at the next Council meeting. The Development Officer summarizes the proposed changes to the Community Plan.

**e) Signs**

The Development Officer presents the project according to the sign suggestions collected from the committees. Street name signs and some symbol signs are ordered. The committee suggests discussing with the Department of Infrastructure for financial collaboration for the traffic signs (bus stop, school zone, children at play, etc.) and to see if they would be interested to join this campaign.

Member Opperman suggests discussing with ENR or Department of Fisheries and Oceans for the maintenance of the shore accesses to avoid any liability issue.

The Chairperson wonders if the digital sign could be installed on the front face of the Town Office building. The side face was chosen for traffic safety, so that the drivers don't stop in front of the office to read the sign. Businesses will be able to advertise on the digital sign as well.

**8. Open Forum**

None.

**9. Adjournment -8:17PM**