

**MEETING MINUTES
KITIMAT ADVISORY PLANNING COMMISSION
17 February 2021 via WebEx**

Present:	Mark Gravel	Member, Chair via WebEx
	Gareen Ball	Member, Acting Chair via WebEx
	Adam Perry	Member via WebEx
	Emanuel DeMelo	Member via WebEx
	Gerry Leibel	Member via WebEx
	Councillor Goffinet	Council Representative, Non-Voting via WebEx
Staff:	Angie Lucas	Director of Community Planning and Development
	Colin Brown	Planner
	Krysten Hogan	Planner
	Warren Waycheshen	CAO
Guests	Lui Carvello	District's Legal Counsel via WebEx
	Terry Marleau	Council, Non-Voting via WebEx
	Edward Empinado	Alternate Council Representative, Non-Voting via WebEx
	Phil Germuth	Mayor, Non-Voting
	Karen Jonkman	School Board, Non-Voting via WebEx
	Mark Zielinski	Council, Non-Voting via WebEx
Regrets:	Mike Langedger	Member
	Raymond Raj	School Board, Non-Voting

Meeting was called to order at 5:02 PM.

MINUTES

- 1. THAT the minutes of the 17 November 2020 APC Meeting are adopted as presented**
- 2. THAT the minutes of the 18 January 2021 APC Meeting are adopted as presented**

TRAINING SESSION

Lui Carvello, District of Kitimat Legal Counsel, did a training session for the APC members on several different items related to APC including: the purpose and function, the importance of providing advice through resolutions, conflict of interest and bias for APC members, undue hardship, and how to review and provide feedback on Official Community Plan (OCP) and zoning amendments. The importance of OCPs were explained and how amendment requests from property owners must be considered. Zoning law was explained and how zoning law is the law of the land. Q&A clarified what considerations APC members should make for applications that are referred to them, how to appropriately review land use matters, and how environmental considerations are made in zoning.

NEXT MEETING: Tuesday, 16 March 2021, at 5pm.

Meeting adjourned at 7:02 PM.

Minutes approved for circulation

Colin Brown, Planner

Date

Minutes adopted

Mark Gravel, Chair

Date