

Planning Advisory/Heritage Committee Meeting

November 4, 2025

Location: Council Chambers

Present: Warden Lois Landry, Deputy Warden Amanda Mombourquette, Councillor Brent Sampson, Councillor Brian Marchand, Councillor Shawn Samson, Robbin Cotton, Appointed Member, Robert Wambolt, Appointed Member

Also Present: John Bain, Director/Development Officer, Eastern District Planning Commission (EDPC), Shelley David, Municipal Clerk

1. **Call to order**

Councillor Brent Sampson called the meeting to order at 6:00 p.m.

2. **Items Added/Approval of the Agenda**

Moved by Councillor Brian Marchand, seconded by appointed member Robert Wambolt, that the agenda be approved.

Motion carried.

3. **Review of Minutes**

a) October 7, 2025

Moved by Councillor Brian Marchand, seconded by Councillor Shawn Samson, that the minutes of the October 7, 2025, Planning Advisory/Heritage Committee meeting be approved as corrected.

Motion carried.

4. **Staff Reports**

a) **Accessory Buildings in Front**

Moved by Councillor Brian Marchand, seconded by appointed member Robbin Cotton, that the Planning Advisory/Heritage Committee recommend to Council to direct EDPC staff to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Plan Richmond, Plan Isle Madame, Plan St. Peter's, and Plan West Richmond.

Motion carried.

Moved by Warden Lois Landry, seconded by appointed member Robert Wambolt, that the Planning Advisory/Heritage Committee recommend to Council to direct EDCP staff to prepare amending pages to remove section 6.3(3)(c) from the Central Richmond Land Use By-law, and subsequently that staff report back on statements to remove anything that doesn't permit an accessory or any structure to be built in the front yard, maintaining the current setback, in the Central Richmond Plan.

Motion carried.

b) Amending pages for the Evanston, Isle Madame, and St. Peter's zoning areas to allow a minimum of 4 units as of right.

Moved by Warden Lois Landry, seconded by Deputy Warden Amanda Mombourquette, that the Planning Advisory/Heritage Committee recommend to Council to accept the amending page for the By-law to Amend the Central Richmond Plan Area Land Use By-law with the following changes:

remove sections 2 and 4, and in section 5(a), change three (3) to five (5).

Motion carried.

Moved by Warden Lois Landry, seconded by appointed member Robert Wambolt, that the Planning Advisory/Heritage Committee recommend to Council to accept the amending page for the By-law to Amend the Central Richmond Plan Area Municipal Planning Strategy with the following changes: in sections 1(a), 2(a), and 3(a), change three (3) to four (4).

Motion carried.

Moved by Warden Lois Landry, seconded by appointed member Robbin Cotton, that the Planning Advisory/Heritage Committee recommend to Council to accept the amending page for the By-law to Amend the Isle Madame Plan Area Land Use By-law with the change from three (3) to five (5) in section (3)(a).

Motion carried.

Moved by Warden Lois Landry, seconded by appointed member Robert Wambolt, that the Planning Advisory/Heritage Committee recommend to Council to accept the amending page for the By-law to Amend the Isle

Madame Plan Area Municipal Planning Strategy with the following changes: change three (3) to five (5) in section (2)(a) and remove the extra word “dwellings” in section (3)(a).

Motion carried.

Moved by Warden Lois Landry, seconded by Councillor Shawn Samson, that the Planning Advisory/Heritage Committee recommend to Council to direct EDPC staff to report back to the Committee regarding ways to address challenges presented in section 4 (2.2) (a) around central sewer and water systems.

Motion carried.

Moved by Warden Lois Landry, seconded by Deputy Warden Amanda Mombourquette, that the Planning Advisory/Heritage Committee recommend to Council to accept the amending page for the By-law to Amend the St. Peter’s Plan Area Land Use By-law with the following changes: change three (3) to four (4) in sections 4(a) and 4(b).

Motion carried.

Moved by Warden Lois Landry, seconded by appointed member Robert Wambolt, that the Planning Advisory/Heritage Committee recommend to Council to accept the amending page for the By-law to Amend the St. Peter’s Plan Area Municipal Planning Strategy.

Moved by Councillor Brian Marchand to amend the main motion to accept the amending pages with the following changes: insert the words “maximum of four” after the word “Policy R-2:” in section 2 and remove section 2(a).

Motion carried

Moved by Warden Lois Landry, seconded by appointed member Robert Wambolt, that the Planning Advisory/Heritage Committee recommend to Council to accept the amending page for the By-law to Amend the St. Peter’s Plan Area Municipal Planning Strategy with the following changes: insert the words “maximum of four” after the word “Policy R-2:” in section 2 and remove section 2(a).

Motion carried.



5. Discussion

a) Conservation Zone

A discussion ensued.

6. Review of Action Items

For information only.

7. Next meeting date:

December 3, 2025, at 6:00 p.m.

8. Adjournment

There being no further business, the chair adjourned the meeting at 8:06 p.m.

Chairperson

Municipal Clerk