

**Town of Amherst  
Planning Advisory Committee  
Minutes**

**Date:** May 6, 2024  
**Time:** 4:30 pm  
**Location:** Council Chambers, Town Hall

**Members Present** Councillor Hal Davidson, Vice-Chair  
Councillor Charlie Chambers  
Creighton McCarthy, Citizen Representative  
Jim Lamplugh, Citizen Representative

**Members Absent** Ron Wilson, Citizen Representative, Chair  
Councillor Leon Landry

**Staff Present** Andrew Fisher, Director of Planning & Strategic Initiatives  
Torben Laux, Planner  
Marc Buske, Building Official  
Emily Wainwright, Dangerous/Unsightly Premises Administrator  
Sean Payne, Corporate Communications Officer  
Jeff Bacon, Business Development Officer  
Natalie LeBlanc, Municipal Clerk

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1. **Call to Order**  
The Vice-Chair called the meeting to order.
    - 1.1 **Territorial Acknowledgement**  
The Vice-Chair gave the Territorial Acknowledgement.
  2. **Approval of Agenda and Acceptance of Minutes**
    - 2.1 **Approval of the Agenda**  
**Moved By: Jim Lamplugh**  
**Seconded By: Councillor Chambers**  
**That the agenda be approved as circulated.**

**Motion Carried**

- 2.2 **Acceptance of the Minutes - April 2, 2024**  
The Vice-Chair called for any errors or omissions in the minutes. There being none, the minutes of the April 2, 2024 meeting of the Planning Advisory Committee were accepted as included in the agenda package.
3. **107 Park Street Demolition Report**  
The Dangerous and Unsightly Premises Administrator reviewed their report included in the agenda package.

**3.1 Committee Questions to Staff**

Committee members agreed that due to the state of the structure, and the close proximity to West Highlands Elementary School, that it did pose a danger.

**3.2 Owner Comments / Questions from Committee**

The owner was not in attendance.

**Moved By: Jim Lamplugh**

**Seconded By: Creighton McCarthy**

**That the Planning Advisory Committee order that the attached accessory building at 107 Park Street (PID: 25025594) be demolished and the hole back filled within 30 days of this meeting, with all work to be done by the property owner. Failure by the property owner to do the work will result in the Town completing the work and sending all contents of the building to an appropriate solid waste facility, with all costs charged to the property owner's tax account.**

**Motion Carried**

**4. 38 Cornwall Street Demolition Update**

The Dangerous and Unightly Premises Administrator reviewed their report included in the agenda package. Information item only.

**5. 2 Pearl Place Demolition Update**

The Dangerous and Unightly Premises Administrator reviewed their report included in the agenda package. Information item only.

**6. MPS / LUB Review**

The Director of Planning & Strategic Initiatives reviewed the proposed changes to the Land Use By-law, particularly around zoning and site plan approvals. Information item only at this time.

**7. Adjournment**

There being no further business, the Vice-Chair adjourned the meeting.

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Natalie LeBlanc  
Municipal Clerk

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Councillor Hal Davidson  
Vice-Chair