Town of Amherst
Planning Advisory Committee
Minutes

Date:	**October 20, 2026**
Time:	**4:30 pm**
Location:	**Council Chambers, Town Hall**
Members Present	**Ronald Wilson, Citizen Representative, Chair** **Paul Diamond, Citizen Representative, Vice Chair** **Deputy Mayor Charlie Chambers** **Councillor Terry McManaman** **Councillor Dwayne Ripley** **Jim Lamplugh, Citizen Representative**
Staff Present	**Jason MacDonald, Chief Administrative Officer** **Andrew Fisher Director, Planning & Economic Development** **Torben Laux, Planner** **Marc Buske, Building Official** **Emily Wainwright, Dangerous/Unsightly Premises Administrator** **Sean Payne, Marketing & Communications Officer** **Natalie LeBlanc, Municipal Clerk** **Cindy Brown, Administrative Assistant**
Others Present	**Councillor Kathy Wells**

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1. Call to Order

The Chair called the meeting to order.

1.1 <u>Territorial Acknowledgement</u>

The Chair gave the Territorial Acknowledgement.

2. Approval of Agenda and Acceptance of Minutes

2.1 <u>Approval of the Agenda</u>

Moved By: Deputy Mayor Chambers
Seconded By: Councillor Ripley
That the agenda be approved as circulated.

Motion Carried

2.2 <u>Acceptance of the Minutes - September 8, 2026</u>

The Chair called for any errors or omissions in the minutes. There being none, the minutes of the September 8, 2026, meeting of the Planning Advisory Committee were accepted as included in the agenda package.

3. Municipal Planning Strategy / Land Use By-Law Amendments

3.1 Staff Report

Andrew Fisher presented proposed amendments to the Land Use Bylaw and Municipal Planning Strategy regarding definitions of “wet sites” and where/what is permitted, as well as to define where overnight shelters are permitted in the town of Amherst.

Moved By: Councillor Ripley
Seconded By: Paul Diamond
That the Planning Advisory Committee recommend that Council amend the Land Use Bylaw to adopt a definition for Emergency Shelter, Supervised Consumption Site, and Wet Site as drafted, and place a six-month moratorium on such uses so that the issue of how they should be regulated in town can be studied.

During discussion on the motion, a motion was introduced to amend the timeframe of the moratorium:

Moved By: Jim Lamplugh
Seconded By: Councillor McManaman
That the main motion be amended to change "six-month moratorium" to "150-day moratorium”

Motion Carried

The Chair then called for the vote on the main motion, as amended:

That the Planning Advisory Committee recommend that Council amend the Land Use Bylaw to adopt a definition for Emergency Shelter, Supervised Consumption Site, and Wet Site as drafted, and place a 150-day moratorium on such uses so that the issue of how they should be regulated in town can be studied.

Amended Motion Carried

3.2 Public Participation Opportunity Summary - October 5, 2026 (including written submissions)

Information item only.

4. Adjournment

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

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Natalie LeBlanc	Ron Wilson
Municipal Clerk	Chair