

Agenda

New Minas Secondary Planning Strategy (SPS)
Working Group Meeting
2021.01.18, 6:30pm to 8:00pm
Online (Zoom)

1. Opening

Chair Jim Winsor

- » Approval of Agenda
- » Approval of Meeting Notes
- » Declaration of Conflict
- » COVID-19 protocols
- » Check-in
- » Welcome and agenda details

2. Project Update

UPLAND

- » Brief update of other aspects of the SPS project

3. Engagement Update

UPLAND

- » Brief update on engagement activities
- » Highlights from Urban Design + Active Transportation “What We Heard” report (in draft form, report will be available shortly after the meeting)

4. Looking Ahead

UPLAND

- » Process for drafting Secondary Plan
- » How the technical studies fit in
- » What will the final product contain?

5. Closing

Chair Jim Winsor

Municipality of King

COVID-19 Meeting Protocols

1. Meeting Guidelines

- a. All directives of the current or future Public Health Order(s) need to be followed.
- b. Stay 2 metres (6ft) away from other people.
- c. Wear non-medical masks when arriving or leaving any meeting. Masks may be removed once seated only if proper distancing can be maintained.
- d. Number of participants will not exceed 50% of room capacity to a maximum of 200 people, while maintaining social distancing.
- e. Wash your hands often, and sanitize hands when washing is not possible.
- f. Cover coughs and sneezes with a tissue. Throw the used tissue in the garbage and wash your hands or use an alcohol-based hand rub immediately. If you don't have a tissue, cough and sneeze into your elbow, not your hand.
- g. Ensure that any shared technology, tables, etc are sanitized prior to use by others.
- h. Ensure that facility has had proper cleaning/ disinfection of all high touch surfaces.

2. Registration or Confirmation of Attendance

- a. Prior to any meeting, attendance needs to be confirmed in order to properly prepare for distancing and room set up.
- b. For any public meeting, members of the public will need to register prior to attending. There may be limitations on the number of public that can attend do to room constraints.
- c. A sign in sheet, or record, of everyone in attendance needs to be kept for contact tracing. It needs to include name and contact information.

3. Meeting Reminder

- a. A meeting reminder should be sent prior to the meeting, when at all possible, to ensure that all participants or viewing public are aware of, and agree to follow, the protocols in place.
- b. Meeting reminder should also remind all attending that if they are not feeling well, or have had possible exposure to COVID-19 they should not attend the meeting.