

**MOBILE HOME PARK ADVISORY COMMITTEE
MINUTES**

May 15, 2007

PRESENT: Councillor Krista Snow, Chair
Councillor Steve Adams
Councillor Russell Walker
Councillor Becky Kent

REGRETS: Councillor David Hendsbee
Councillor Gloria McCluskey
Councillor Brad Johns
Mr. Kevin Warner, Development Officer

STAFF: Ms. Sharon Bond, Manager, Sub-division and Land Use,
Community Development
Ms. Chrissy White, Legislative Assistant

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1. **CALL TO ORDER**

The meeting was called to order at 1:12 p.m. in the Councillors' Board Room, 4th Floor, City Hall.

2. **APPROVAL OF MINUTES**

MOVED by Councillor Walker, seconded by Councillor Kent, that the minutes from October 31, 2007 be approved. MOTION PUT AND PASSED UNANIMOUSLY.

3. **APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

Addition:

7.1 Board Direction - Sharon Bond

MOVED by Councillor Adams, seconded by Councillor Walker, that the Order of Business be approved as amended. MOTION PUT AND PASSED UNANIMOUSLY.

4. **APPROVAL OF PROPOSED 2007 MEETING SCHEDULE**

The Chair, with the approval of the Committee, advised that the Mobile Home Park Advisory Committee will meet the 2nd Tuesday of every month beginning in September 2007. The meeting will commence 1.5 hours before the Committee of the Whole session, and will be no longer than one hour in length.

With the approval of the Committee, the Chair further advised that the Mobile Home Park Advisory Committee would adjourn for the summer months after today's meeting.

MOVED by Councillor Walker, seconded by Councillor Kent, that the 2007 meeting schedule be approved as amended. MOTION PUT AND PASSED UNANIMOUSLY.

5. **MOBILE HOME PARK BY-LAW**

5.1 **Change in Terminology for Mobile Home Parks**

Ms. Sharon Bond, Manager, Sub-division and Land-use advised that the Province is undergoing a process to make legislative changes to the terminology in the Mobile Home Park By-law. She noted that she would contact the Province to have a representative provide an overview on the progress for the September meeting.

Councillor Snow advised that the Tenancy Act does not apply to mobile home owners, and suggested creating a smaller booklet that would specifically target that group.

5.2 Double Taxation of Mobile Home Parks

- A memorandum dated November 19th, 2006 was before the Committee.

Ms. Bond advised that a representative from finance should be contacted to attend the September meeting to answer questions relating to double taxation.

Councillor Kent advised that mobile home park owners should be provided with options, and an appropriate approach needs to be created.

Moved by Councillor Adams, seconded by Councillor Walker, that staff draft a report regarding the proposed amendments to the T-700 By-law for Mobile Home Park Tax Deferrals and Value Capping, and to review assessment increases and their impacts. MOTION PUT AND PASSED UNANIMOUSLY.

5.3 Deferral of Mobile Home Park Taxes by Owner (Do they have ability to defer?)

This item was deferred to the September meeting.

- **REPORTS**

6.1 Written Update on the long term lease for park land in Woodbine Park - Jan Skora

- An e-mail from Mr. Peter Bigelow, Manager, Real Property Planning was before the Committee.

Councillor Snow advised that she would like Jan Skora, Coordinator, Real Property Planning to attend a future meeting to address this issue in the form of an official information report. She further advised that she would like staff to negotiate a lease

agreement for Woodbine Park. She noted that further discussion on this issue is needed at a committee level before it goes to Regional Council.

Mr. Tom Crouse, Team Leader, Real Estate advised that Mr. Skora will attend a future meeting.

MOVED by Councillor Kent, seconded by Councillor Adams, that the Chair draft a letter to Mr. Peter Bigelow outlining the need for official direction from staff regarding information on long term lease for land in Woodbine Park and the precedent could set, and that Mr. Bigelow attend a future meeting. MOTION PUT AND PASSED UNANIMOUSLY.

7. ADDED ITEMS

7.1 Board Direction

Ms. Bond provided an overview on the above noted, advising:

- There needs to be clarity regarding what staff members should be present on the Mobile Home Park Committee,
- The committee was formed to ensure a consistent quality of life for residents that live in mobile home parks with all HRM citizens,
- The intent of the committee is to bring three separate By-laws together and decide what needs to be kept and what needs to be removed,
- Part of the committees mandate is to guide staff,
- A planner will be assigned to the By-law amendments and consolidation aspect of the project when planning staff is at full capacity,
- The Terms of Reference outlines the intent of the committee as a body to assist in the creating of an amalgamated Mobile Home Park By-law,
- Park tenants must be educated on HRM regulation regarding mobile home parks,

Ms. Bond advised that the committee and staff should schedule a half-day workshop to edit the three By-laws. Ms. Bond further advised that she would bring copies of the brochure that was circulated as an education piece.

Councillor Snow advised that she would like summary sheets created outlining the important parts of the three By-laws.

Ms. Bond advised that the new By-law created out of the three existing By-laws will be

brought to the public for consultation. Once the public consultation is accomplished, the report will go to Regional Council.

8. NEXT MEETING

The next meeting of the Mobile Home Park Advisory committee would be the 2nd Tuesday in September of 2007 tentatively scheduled for 1.5 hours before Committee of the Whole session.

9. ADJOURNMENT

The meeting adjourned at 2:00 p.m.

White

Chrissy
Legislative Assistant