



**MUNICIPALITY OF THE DISTRICT OF WEST HANTS
Planning/Heritage Advisory Committee
April 19, 2018, 6:00 p.m.
Sanford Council Chambers**

- PRESENT:** Councillor Jennifer Daniels, Chair
Councillor Tanya Leopold, Vice Chair
Warden Abraham Zebian
Deputy Warden Paul Morton
Councillor David Keith
Councillor Rupert Jannasch
Councillor Debbie Francis
Councillor Randy Hussey
Mr. Matt Smith, Resident Member
Mr. John Smith, Resident Member
- STAFF:** Madelyn LeMay, Director of Planning & Development
Saira Shah, Planner
Sara Campbell, Planner
Velma Macumber, Admin Assistant
- ABSENT:** Councillor Robbie Zwicker
Councillor Kathy Monroe

MEETING CALLED TO ORDER

Chair Daniels called the meeting to order at 6:00 p.m. and reviewed fire evacuation procedures.

APPROVAL OF AGENDA & ADDITIONS

MOVED and SECONDED that the agenda be approved as circulated.

Motion carried.

APPROVAL OF PLANNING ADVISORY MEETING MINUTES OF MARCH 15, 2018

MOVED and SECONDED that the Planning Advisory Committee meeting minutes of March 15, 2018 be approved as circulated noting any errors or omissions.

Motion carried.

HANTSPORT AREA ADVISORY COMMITTEE UPDATE FROM CHAIR

Councillor Zwicker was not present to give an update.

BUSINESS ARISING FROM MINUTES

Update - Land Use By-law Amendments: Brison Developments Ltd. (The Crossing) (Saira Shah)

Ms. Shah noted that the Appeal Period expired on March 6, 2018 with no appeals received by NSUARB. This matter can be removed from the agenda.

Update - Development Agreement: Distillery at 329 Falmouth Dyke Road, Falmouth (Saira Shah)

Ms. Shah noted that the Appeal Period expired on March 6, 2018 with no appeals received by NSUARB. This matter can also be removed from the agenda.

Update – Land Use By-law Amendment – Rezoning 80 Robert Drive from Rural Residential (R-4) Zone to Hamlet Industrial (M-2) Zone (Sara Campbell)

Ms. Campbell advised that the amendment to rezone 80 Robert Drive was approved by Council on March 13. The advertisement was sent to the paper to begin the appeal period on March 20, however it came to our attention that the ad was not placed on this date. Therefore, the advertisement has been resent to the paper and will be published on April 24 to begin the 14-day appeal period.

Update – Hantsport Commercial Zone (Saira Shah)

Ms. Shah advised that Council approved the amendments on March 13, 2018. The amendments have been sent to the Provincial Director, Municipal Affairs, for review. We must receive confirmation from the Provincial Director before a Notice of Approval can be published.

Update – Development Agreement to allow a chiropractic clinic on Falmouth Dyke Road, Falmouth (PID 45394210) (Sara Campbell)

Ms. Campbell advised that the development agreement for the chiropractic clinic was approved by Council on April 10, 2018. The Notice of Approval was published on April 17, and the appeal period will end on May 1.

Update: Talk Housing (Sara Campbell and Saira Shah)

Ms. Campbell advised that the Municipality in partnership with the Nova Scotia Health Authority hosted the Talk Housing event on March 1, 2018 at Three Mile Plains Community Hall.

- 12 members of the public and two Councillors attended
- The topics of accessibility, affordability, homelessness, housing programs and community services, and home-based businesses were discussed
- The main discussion points included:
 - there is not enough awareness about the services/assistance available for residents, or awareness of the issues such as homelessness
 - there is a lack of accessible and affordable housing options in West Hants
 - there are issues with upkeep/maintenance of rental units, and aging communities with large aging homes
 - on a positive note there is support for a work-together attitude to tackle the issues surrounding housing (i.e. Municipality, Town, developers, realtors, etc.)
- From the survey of the participants:
 - people enjoyed the open discussion and meeting other passionate individuals. However, they would like more young people involved in the conversation

Following the meeting staff created a housing services and supports handout which is available in the Planning office, on the municipal website and the Facebook page.

Update – Household Livestock – (Saira Shah)

Ms. Shah gave a brief presentation summarizing the comments heard at the February and March 2018 PAC HAC meetings. She asked the Committee to provide direction for an information report and if the committee would like to hold public information meetings for this amendment.

The Committee requested the information report include:

- different regulations for different locations such as Growth Centres, Hamlets, General Resource, etc;
- an overlap period to account for periods of time when new chickens are added;
- an update on livestock amendments in Halifax Regional Municipality; and
- a summary of the public information meetings.

The Committee agreed to host multiple public information meetings in three locations in the Municipality:

- Two meetings for Falmouth
- Two meetings for Three Mile Plains
- One meeting for Brooklyn to be held at the civic centre

Ms. Shah will contact the Councillors of those areas to arrange the dates and times of the meetings.

Bill 177 – (Sara Campbell)

Ms. Campbell advised that at the March 15, 2018, Planning Advisory Committee Meeting, the Committee asked staff to prepare a discussion paper regarding the commercial areas in the Growth Centres and the community of Hantsport. This report is currently being prepared.

BUILDING AND DEVELOPMENT ACTIVITY REPORT

Monthly Reports – March and February 2018 Annual Reports – Building/ Development/Fire/Planning Applications

No comments were made on the reports.

NEW BUSINESS

Nova Scotia Planning Directors Association 2018 Spring Conference – May 16-18, 2018

Ms. LeMay advised that the NSPDA 2018 Spring Conference being held on May 16-18, 2018 is entitled “Inspiring Results – Working Together to Make Great Things Happen” and it will be held at the Lord Nelson Hotel in Halifax. Ms. LeMay noted that Ms. Shah will be away during that time, but Ms. Campbell will be attending. She asked the Committee to contact staff if they were interested in attending the conference.

MOVED and SECONDED to recommend that Council approve up to two (2) Council members and one member-at-large of HAAC/PAC/HAC attending the Provincial Planning Directors Conference being held in Halifax May 16-18 2018, at an approximate individual cost of \$410.00.

Motion carried.

Mr. Matt Smith left the meeting at 6:40 p.m.

Heritage Information

Ms. LeMay summarized her report and explained the updates needed. The material was divided into five sections, and each section was reviewed in detail.

The Committee made the following motions:

Heritage Property By-law

MOVED and SECONDED that Council give First Reading and hold a Public Hearing to consider replacing the existing Heritage Property By-law with the Heritage Property By-law (H-001) contained in Appendix B of the April 19, 2018 report to PAC/HAC.

Motion carried.

Existing Notices of Registration: Forms A & B

MOVED and SECONDED that Council approve the replacement of the present Notice of Registration in the Land Registry Office with a Form B Notice bearing the corrected time frames for each of the six (6) Municipally Registered Heritage Properties.

Motion carried.

Criteria for Registration

MOVED and SECONDED that Council approve the Guideline Containing Criteria for Inclusion in the Municipal Registry of Heritage Property (COPL-003.05) contained in Appendix D of the April 19, 2018 report to PAC/HAC.

Motion carried.

A brief discussion was held with respect to property owners maintaining their heritage properties. It was noted that there is no requirement for property owners to maintain their heritage properties, however the property can be deregistered.

Conservation Work Grant Guidelines

MOVED and SECONDED that Council approve the Municipal Heritage Property Conservation Work Grant Guidelines (COPL -004.05) contained in Appendix F of the April 19, 2018 report to PAC/HAC.

Motion carried.

Forms for applications etc.

MOVED and SECONDED that that Council determine that staff are to be responsible for the content and format of forms related to heritage matters.

Motion carried.

Chair Daniels expressed appreciation of Ms. Campbell's work on the new brochure about municipal heritage property designation.

NOTICES FROM ADJACENT MUNICIPAL UNITS

No notices were received during February and March 2018 that were relevant to West Hants.

MISCELLANEOUS

Committee members – meeting regrets

Ms. LeMay explained that occasionally staff are not receiving regrets from Councillors which are necessary for attendance purposes. She stated that Committee members who cannot attend a meeting should send their regrets to staff, in addition to perhaps notifying the Chair.

NEXT MEETING

Due to the upcoming Nova Scotia Planning Directors Association Conference being held during the week of May 16-18, 2018, the Committee agreed that the next PAC HAC meeting be held on May 24, 2018, 6:00 p.m.

QUESTIONS AND COMMENTS FROM PUBLIC

No members of the public were present.

ADJOURNMENT

MOVED and SECONDED that the meeting adjourn.

Motion carried.

The meeting adjourned at 7:02 p.m.

Chair