



**WEST HANTS REGIONAL MUNICIPALITY
Planning Advisory Committee (PAC) Agenda
November 12, 2020 – 6:00p.m.
Sandford Council Chambers / Zoom**

1.0 Call to Order

2.0 Election of Chair and Vice Chair

3.0 Approval of Agenda and Additions

4.0 Approval of Minutes

5.0 Business Arising from the Minutes

5.1 Update: File # 20-08 Civic Addressing By-law (Madelyn LeMay)

5.2 Update: File #20-01 Ski Martock (Saira Shah)

5.3 Update: File # 20-02 Cannabis in Hantsport (Saira Shah)

5.4 Update: File # 20-03 583 Highway 236 (Saira Shah)

5.5 Update: File #20-20 426 Ashdale Rd. (Saira Shah)

6.0 Hantsport Area Advisory Committee (HAAC) Updates (Bill Preston)

7.0 Windsor Area Advisory Committee (WAAC) Updates (Shelley Bibby)

8.0 Building and Development Activity Report

9.0 New Business

9.1 Restructured West Hants MPS (Madelyn LeMay)

9.2 File # 20-23 Intensive Livestock in Falmouth (Saira Shah)

9.3 Planning Documents and Committee Roles and Responsibilities

9.4 File # 20-10 Heritage Property By-law (Madelyn LeMay)

9.5 File # 20-23 Standards and Guidelines for the Conservation of Historic Places in Canada (Madelyn LeMay)

9.6 File # 20-12 Heritage Conservation Work Grant Guidelines (Madelyn LeMay)

9.7 File # 20-11 Criteria for Inclusion in the Registry of Heritage Properties (Madelyn LeMay)

9.8 File # 20-13 Heritage Permits and Alterations to Registered Heritage Properties (Madelyn LeMay)

10.0 Notices from Adjacent Municipal Units

11.0 Questions and Comments from Public

12.0 Next Meeting

13.0 Adjournment



**WEST HANTS REGIONAL MUNICIPALITY
Planning & Heritage Advisory Committee (PAC/HAC)
November 12, 2020 – 6:00p.m.
Sandford Council Chambers / Zoom**

PRESENT: Jim Ivey, Councillor (Chair)
Richard Murphy, Councillor (Vice Chair)
Ed Sherman, Councillor
Bill Preston, HAAC Representative
Shelley Bibby, WAAC Representative

STAFF: Madelyn LeMay, Director of Planning and Development
Saira Shah, Planner
Vanessa Lake, Planning Meeting Secretary

REGRETS: Abraham Zebian, Mayor
Trevor McEachern, Resident Member

PUBLIC: There were no members of the public present.

Call to Order

Chair Ivey called the meeting to order at 6:00pm.

Election of Chair and Vice-Chair

HAAC Representative Preston nominated Councillor Ivey as Chair. With no further nominations, Councillor Ivey was declared Chair.

Chair Ivey opened the floor for nominations for Vice-Chair. HAAC Representative Preston nominated Councillor Murphy. With no further nominations, Councillor Murphy was declared Vice-Chair.

Approval of Agenda and Additions

Director LeMay asked to add a recommendation from WAAC from October to the agenda under Windsor Area Updates. Moved by Councillor Sherman and seconded by Councillor Murphy that the agenda be approved as amended. Motion carried.

Approval of Minutes

Moved by Councillor Murphy and seconded by Councillor Sherman that the minutes be approved as circulated. Motion carried.

Business Arising from the Minutes

Update: File # 20-08 Civic Addressing By-law (Madelyn LeMay)

Ms. LeMay informed the committee that this item will go to Council on November 24.

Update: File # 20-01 Ski Martock Rd. (Saira Shah)

Ms. Shah informed the committee that the appeal period for this item had ended with no appeals, and the changes are now in effect. This item can be removed from the agenda.

Update: File # 20-02 Cannabis in Hantsport (Saira Shah)

Ms. Shah informed the committee that Council held the first part of the Public Hearing for this application in October and will conclude the Public Hearing and hold Second Reading on November 24.

Update: File # 20-03 583 Highway 236 (Saira Shah)

Ms. Shah informed the committee that Council held First Reading and will start the Public Hearing on November 24.

Update: File # 20-20 426 Ashdale Rd. (Saira Shah)

Ms. Shah informed the committee that Council held First Reading and will start the Public Hearing on November 24.

Hantsport Area Advisory Committee (HAAC) Updates (Bill Preston)

HAAC Representative Preston gave a brief overview of the HAAC meeting held on November 3. It was noted that Resident Member Greg Pace had resigned, and that HAAC will have a meeting on December 1 to accommodate a Public Information Meeting.

Windsor Area Advisory Committee (WAAC) Updates (Shelley Bibby)

WAAC Representative Bibby gave a brief overview of the WAAC meeting held on November 5.

An October 1, 2020 Windsor Area Advisory Committee recommendation was not brought forward to the October PAC/HAC meeting but was circulated earlier during the day. However, the committee did not discuss this recommendation and it will be brought forward at a future meeting.

Building and Development Activity Report

There were no questions or comments about the report.

New Business

Restructured West Hants MPS (Madelyn LeMay)

The document was sent to PAC/HAC without a report; the intent of the document is presented in the note at the beginning of the document. It is intended to informally "translate" the West Hants MPS into a format like that which will be used for review of the document, and no change in content is intended. The existing West Hants MPS will remain as the official document.

Moved by WAAC representative Bibby and seconded by Councillor Sherman that PAC/HAC accept the restructured West Hants Municipal Planning Strategy dated November 3, 2020 and circulated November 6 as part of the PAC/HAC agenda package as an accurate representation of the contents of the 2008 MPS and as suitable for use in preparation of the Regional Land Use By-law.

Motion carried.

File # 20-23 Intensive Livestock in Falmouth (Saira Shah)

Ms. Shah gave a presentation regarding a West Hants Municipal Planning Strategy (WHMPS) amendment application from Daniel Olton to permit an intensive livestock poultry farm within the Falmouth Growth Centre. Ms. Shah stated policy 5.9.1 of the WHMPS prohibits intensive livestock operations in the Falmouth Growth Centre as these uses could create land use conflicts which have the potential to limit

residential and commercial development in Growth Centres. She presented three (3) policy options for the PAC to consider if they wished to proceed with this application: development agreement, map amendment and only permitting intensive livestock on the property requested. Ms. Shah provided potential concerns for consideration such as the existing separation distances for Intensive Livestock in comparison to the subject property. Ms. Shah had two (2) questions for the committee. Should intensive livestock be permitted in the Falmouth Growth Centre, and if so, which option would the committee prefer? The committee discussed these options and concerns at length. Committee members raised concerns about existing residential development and Council's overall intention for development in the area. Some Committee members felt intensive livestock could be permitted on other properties in the Growth Centre but agreed this site may not be ideal as it would not meet existing separation distances for intensive livestock.

Moved by Councillor Murphy and seconded by Councillor Sherman that PAC/HAC recommend that Council not proceed with the application to have intensive livestock at 285 Town Rd.

Motion carried.

Planning Documents and Committee Roles and Responsibilities

Ms. LeMay presented a few slides from the July presentation on planning by Ms. Shah and Ms. Poirier. She noted the areas which neither planners nor committees are to consider when considering an application for an amendment or a development agreement. Ms. LeMay also mentioned the differences in responsibility between a committee and Council.

File # 20-10 Heritage Property By-law (Madelyn LeMay)

Ms. LeMay reviewed the process for adoption and the proposed content of the draft Heritage Property By-law for the Region.

Moved by Councillor Murphy and seconded by Councillor Sherman that PAC/HAC recommend that Council hold a public hearing to consider replacing the existing Heritage Property By-laws for the former Town of Windsor and Municipality of West Hants with the Heritage Property By-law (RH-001) contained in Appendix C of the November 5, 2020 report to the Windsor Area Advisory Committee.

Motion carried.

Moved by Councillor Murphy and seconded by Councillor Sherman that:

PAC/HAC recommend that Council approve the replacement of the present Notice of Registration in the Land Registry Office with a Notice bearing the corrected time frames for each of the five (5) Windsor Municipally Registered Heritage Properties.

Motion carried.

File # 20-23 Standards and Guidelines for the Conservation of Historic Places in Canada (Madelyn LeMay)

Ms. LeMay noted where the Standards and Guidelines for the Conservation of Historic Places in Canada can be found, summarized the content, and explained how the document can be used.

Moved by Councillor Murphy and seconded by HAAC Representative Preston that PAC/HAC recommend that Council consider the *Standards and Guidelines for the Conservation of Historic Places in Canada* when reviewing applications for substantial exterior alterations to municipally registered heritage properties.

Motion carried.

File # 20-12 Heritage Conservation Work Grant Guidelines (Madelyn LeMay)

At present the community of West Hants has a grant program which applies to registered heritage properties in West Hants only; Windsor did not have a grant program. Ms. LeMay explained the proposed grant program. The committee asked Ms. LeMay for clarification on some aspects before coming to a decision.

Moved by Councillor Murphy and seconded by Councillor Sherman that PAC/HAC recommend that Council approve the *Municipal Heritage Property Conservation Work Grant Policy*, in a manner substantively the same as that included as Attachment B to the report to WAAC entitled *Heritage Conservation Work Grant Policy* dated November 5 2020.

Motion carried.

File # 20-11 Criteria for Inclusion in the Registry of Heritage Properties (Madelyn LeMay)

Ms. LeMay explained the need for and reviewed the criteria now used for registration of a property in the communities of both West Hants and Windsor and recommended in favour of one set of Criteria for the Region.

Moved by WAAC Representative Bibby and seconded by HAAC Representative Preston that PAC/HAC recommend that Council approve the *Criteria for Inclusion in the Municipal Registry of Heritage Properties* in a manner substantively the same shown in Attachment C to the report to WAAC entitled *Criteria for Inclusion in the Municipal Registry of Heritage Properties* dated November 5, 2020.

Motion carried.

File # 20-13 Heritage Permits and Alterations to Registered Heritage Properties (Madelyn LeMay)

Both the communities of West Hants and Windsor have a list of work which can be done on registered heritage properties and is considered non-substantial; Ms. LeMay briefly explained why it is helpful to have a list and the contents of the proposed list for the Region.

Moved by Councillor Murphy and seconded by WAAC Representative Bibby that PAC/HAC recommend that Council approve the *List of Alterations to Heritage Properties which are to be Considered Non-Substantial*, included as Attachment D to the report to WAAC entitled *Heritage Permits and Alterations to Registered Heritage Properties* dated November 5, 2020.

Motion carried.

Notices from Adjacent Municipal Units

There were no updates.

Questions and Comments from the Public

There were no questions or comments from the public.

Next Meeting

Committees do not meet in December, so the next Committee meeting would take place in January. Due to a scheduling conflict on the second Thursday of that month, the next meeting is scheduled for January 13, 2021.

Adjournment

Moved by HAAC Representative Preston and seconded by Councillor Murphy that the meeting adjourn at 8:05pm. Motion carried.