



**WEST HANTS REGIONAL MUNICIPALITY  
Planning Advisory Committee (PAC) Agenda  
July 9, 2020 – 6:00p.m.  
Virtual Meeting (Zoom)**

- 1.0 Call to Order**
- 2.0 Approval of Agenda and Additions**
- 3.0 Approval of Minutes**
- 4.0 Business Arising from the Minutes**
  - 4.1 Update: File # 19-13 411 King Street, Windsor, Land Use By-law Amendment (Sara Poirier)
  - 4.2 Update: File # 20-01 Ski Martock Rd. Land Use By-law Amendment (Saira Shah)
  - 4.3 Update: File # 20-16 543 O'Brien Street, Windsor, Discharge of Development Agreement (Sara Poirier)
  - 4.4 Planning Definitions (Sara Poirier and Saira Shah)
- 5.0 Hantsport Area Advisory Committee (HAAC) Updates (Bill Preston)**
- 6.0 Windsor Area Advisory Committee (WAAC) Updates (Shelley Bibby)**
- 7.0 Building and Development Activity Report**
- 8.0 New Business**
  - 8.1 File # 20-08 Civic Addressing By-law (Madelyn LeMay)
  - 8.2 File # 20-14 Building Code Act By-law (Madelyn LeMay)
  - 8.3 File # 20-18 Fire Inspection Systems Policy (Madelyn LeMay)
  - 8.4 File # 20-19 Repeal of Minimum Standards By-law (Madelyn LeMay – report to follow)
- 9.0 Notices from Adjacent Municipal Units**
- 10.0 Questions and Comments from Public**
- 11.0 Adjournment**



**WEST HANTS REGIONAL MUNICIPALITY  
Planning Advisory Committee (PAC)  
July 9 – 6:00p.m.  
Virtual Meeting (Zoom)**

PRESENT: Abraham Zebian, Mayor  
Ed Sherman, Councillor  
Trevor McEachern, Resident Member  
Jim Ivey, Councillor (Chair)  
Bill Preston, HAAC Representative  
Richard Murphy, Councillor (Vice Chair)

STAFF: Madelyn LeMay, Director of Planning and Development  
Sara Poirier, Planner  
Vanessa Lake, Planning Meeting Secretary

REGRETS: Shelley Bibby, WAAC Representative

PUBLIC: There were no members of the public present.

**Call to Order**

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

**Approval of Agenda and Additions**

Moved by Mayor Zebian and seconded by Vice Chair Murphy that the agenda be approved as circulated.

Motion carried.

## **Approval of Minutes**

Moved by Mayor Zebian and seconded by Resident Member Sherman that the minutes be approved as circulated.

Motion carried.

## **Business Arising from the Minutes**

### **Update: File # 19-13 411 King Street, Windsor, Land Use By-law Amendment (Sara Poirier)**

Ms. Poirier informed the Committee that the amendment has been approved by Council and is now in effect, and that this item can be removed from the agenda.

### **Update: File 20-01 Ski Martock Rd. Land Use By-law Amendment (Sara Poirier for Saira Shah)**

Ms. Poirier informed the Committee that Council held First Reading for this application on June 23 and will open a virtual Public Hearing on July 28.

### **Update: File # 20-16 O'Brien Street, Windsor, Discharge of Development Agreement (Sara Poirier)**

Ms. Poirier informed the Committee that this item was approved by Council on June 23 and has been sent to a lawyer for registration. This item can be removed from the agenda.

## **Planning Definitions (Sara Poirier)**

With the agreement of the Committee, this item will be deferred to the September PACHAC meeting.

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

Representative Preston provided an overview of the last HAAC meeting and explained that the Committee has 3 new members.

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

Representative Bibby was not present to provide an update.

## **Building and Development Activity Report**

Ms. LeMay noted that the report has been generated and will be circulated with the minutes. She said that although the value of construction is down, the number of permits issued to date is the same as for this period in 2019.

## **New Business**

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

Ms. LeMay reviewed the report circulated with the agenda.

Moved by Vice Chair Murphy and seconded by Resident Member Sherman that PAC/HAC recommend that Council give First Reading and proceed to a Public Hearing regarding the Civil Addressing By-law, RC-001, which is substantively the same as that included as Attachment C to the report entitled *Civic Addressing By-law* dated July 9, 2020.

Committee members discussed the road naming portion of the By-law at length. It was agreed that having one system of choosing names for the community of Windsor and one system for the remainder of the Region might be both impractical and inappropriate. Ms. LeMay agreed to return the draft Civic Addressing By-law to the September meeting with changes as discussed.

It was unanimously decided by the Committee the motion be tabled until the September PAC/HAC meeting. No motion was made.

### **File # 20-14 Building Code Act By-law (Madelyn LeMay)**

Ms. LeMay reviewed the report circulated with the agenda.

Moved by Mayor Zebian and seconded by Resident Member Sherman that PAC/HAC recommend that Council give First Reading and proceed to a Public Hearing regarding the Building Code Act By-law, RB-001, which is substantively the same as that included as Attachment C to the report entitled *Building Code Act By-law* dated July 9, 2020.

Motion carried.

### **File # 20-18 Fire Inspection Systems Policy (Madelyn LeMay)**

Ms. LeMay reviewed the report circulated with the agenda.

Moved by Mayor Zebian and seconded by Vice Chair Murphy that PAC/HAC recommend Council approve the Fire Inspection System Policy, RCOPL-002.00, in a manner substantively the same as that included as Attachment B to the report entitled *Fire Inspection System Policy* dated July 9, 2020.

Motion carried.

### **File # 20-19 Repeal of Minimum Standards By-law (Madelyn LeMay)**

Ms. LeMay reviewed the report circulated with the agenda.

Moved by Vice Chair Murphy and seconded by Resident Member McEachern that PAC/HAC recommend to Council that Council give First Reading and proceed to a Public

Hearing regarding the repeal of the Minimum Standards By-law #36 – Town of Windsor as recommended in the report entitled *Town of Windsor Minimum Standards By-law* dated July 2, 2020.

Motion carried.

### **Notices from Adjacent Municipal Units**

There were no notices received.

### **Questions and Comments from the Public**

Ms. Poirier described three major questions and comments received from the public.

What do planners consider when amending planning documents, and how are public comments taken? This person went on to comment: you must protect the people affected in the area first. They also hope the Committee will disapprove of low-income apartments on the waterfront, as well as seniors' apartments in the downtown, considering the bar and restaurant scene. Families should be closer to resources, such as schools or arenas.

There was a comment regarding the Ski Martock Rd. application. They had no issue with the rezoning for the proposed use, but the list of possibilities is quite varied, and they have concerns about possible future uses.

The third comment, regarding the current criteria of Council, was that "you can change policy, it is not written in stone."

### **Adjournment**

Moved by Mayor Zebian and seconded by Resident Member Sherman that the meeting adjourn at 7:00pm.

Motion carried.