



**WEST HANTS REGIONAL MUNICIPALITY
Planning & Heritage Advisory Committee (PAC/HAC)
November 10, 2022 – 6:00pm
Sandford Council Chambers**

**NOTE: Two Public Information Meetings (PIMs) were held at 6:00pm.
PAC/HAC began immediately following the close of the PIMs.**

- PRESENT:** Mayor Abraham Zebian
Councillor Laurie Murley (District 10)
Councillor Jim Ivey (District 11)
Jane Davis, Hantsport Representative
Tasha Rogers, WHRM Representative (Newport)
Jennifer Nicholls, WHRM Representative (Cheverie)
Stefan Palios, Windsor Representative
- STAFF:** Madelyn LeMay, Director of Planning and Development
Sara Poirier, Senior Planner
Alex Dunphy, Planner
Vanessa Lake, Planning Assistant
- GUESTS:** Sheldon Chisholm (Applicant)
Cody Ross (Applicant)
Graham Sanford (Resident)
- PUBLIC:** Ten members of the public were present for the PIMs.

REGRETS: Lisa Bland, WHRM Representative (Three Mile Plains)
Jamie O’Hanlon, Windsor Representative

Public Information Meetings

Two Public Information Meetings (PIMs) were held prior to the PAC/HAC meeting. In the absence of a Chair, Madelyn LeMay called the PIMs to order at 6:00pm. These meetings concluded at 6:55pm and the members of the public and the applicants that were present left the meeting.

Call to Order and Attendance / Introduction

In the absence of a Chair, Madelyn LeMay called the meeting to order at 6:55pm. Committee members introduced themselves and gave a brief explanation for why they are interested in the Committee. Madelyn LeMay took attendance. Regrets were received from Lisa Bland and Jamie O’Hanlon, and all other Committee members were present.

Election of Chair and Vice-Chair

Madelyn LeMay opened the floor to nominations for Chair. Tasha Rogers nominated Jim Ivey. Jim Ivey nominated Abraham Zebian. Abraham Zebian nominated Jennifer Nicholls. There were no further nominations. Jim Ivey declined the offer. Abraham Zebian declined the offer. Jennifer Nicholls accepted the offer and was declared Chair.

Chair Nicholls opened the floor to nominations for Vice-Chair. Jane Davis nominated Jim Ivey. Jim Ivey nominated Laurie Murley. There were no further nominations. Jim Ivey declined the offer. Laurie Murley accepted the offer and was declared Vice-Chair.

Announcements

Madelyn LeMay noted that Bill Preston resigned shortly after the new Committee appointments were made due to health concerns. The Committee thanked Bill for his years of service and for all his knowledge and thoughtful comments and wished him well. Committee of the Whole (COTW) decided on Tuesday (Nov. 7) to advertise for a new Hantsport resident; the notice will be available in the paper, on the municipal website and Facebook page, starting November 15. Noon on November 25 will be the deadline for applications. Recommendations will go to the December COTW meeting with a decision to follow by Council and a new member should be in place for the January meeting.

Abraham Zebian informed the Committee that he will need to step out briefly at 7:30pm.

Approval of Agenda and Additions

Moved by Laurie Murley and seconded by Jim Ivey that the agenda be approved as circulated. Motion carried.

Conflict of Interest

No conflicts were declared.

Approval of Minutes

Moved by Jim Ivey and seconded by Laurie Murley that the minutes be approved as circulated. Motion carried.

Business Arising from the PIMs

File # 22-24 Rezoning: Bog Road, Hants Border (PIDs 45366473, 45366481, 45366499, 45366507, 45366515) (Alex Dunphy)

This application is to rezone five lots fronting on Bog Road, Hantsport/Hants Border to the Two Unit Residential (R-2) zone. Jane Davis asked if the last lot in the image, PID 45366515, could be omitted from the rezoning to preserve agricultural land in the Hantsport area. Madelyn LeMay reminded the Committee that applications are to be guided by policy. Stefan Palios asked if the agrologist report was enough to direct policy. Planner Dunphy noted that staff have not done an in-depth review for this application yet and will bring more detailed information to the next meeting. Jim Ivey asked about the planning area boundaries as a resident had mentioned concerns. Madelyn LeMay had confirmed the boundaries with both GIS Technician Hartley Atwell and the Province. Planners rely on the Hantsport and West Hants documents, which were completed by different mappers on different dates, but created the same joint boundary.

File # 22-22 Development Agreement: Highway 215, Cheverie (PID 45178944) (Alex Dunphy)

This application is for a development agreement to permit a campground on Highway 215, Cheverie. Stefan Palios asked for clarification on the use of the lot. Planner Dunphy said the lot is currently zoned General Resource (GR) and is used by the applicant's family for personal use, and the development agreement is to allow commercial recreational uses on the lot. Jim Ivey asked about "new recreational uses" and if the policy was a new addition. Planner Dunphy confirmed that the new use would permit a campground as a new recreational use and that the policy was not a new addition to the planning documents. Chair Nicholls voiced concerns about water and wastewater service should the lots be serviced. Planner Dunphy said criteria is in place to check the capacity of water/sewer and requires approval from the Province. Again, no decisions have been made yet, as this is a preliminary look into the application.

Introduction and Recap: PAC/HAC

Madelyn LeMay, Director of Planning and Development, Planner Sara Poirier, and Planner Alex Dunphy gave an overview of what the PAC/HAC Committee is and what it does. The general task of both the Committee and planning staff is to consider, “what does the community want to be?” and how to achieve this vision through the Municipal Planning Strategy (MPS), the Land Use by-law (LUB) and the Subdivision by-law (SUB). The planners went over the application process, what they do and do not consider in an application, amending the by-laws, planner responsibilities and a list of who is who in the department. The Municipality has three sets of documents: one each for the communities of Windsor, Hantsport, and West Hants, and following consolidation, a comprehensive Plan Review is in process to create one regional set of documents. An overview of the accompanying Municipal Climate Change Action Plan (MCCAP) committee was given as well as a look into how PAC/HAC deals with heritage matters.

Planner Poirier supplied a printed summary for the Committee.

Break

Chair Nicholls suggested a short break at 8:08pm. The committee reconvened at 8:14pm.

Business Arising from the Minutes

Update: File # 21-15 65 Fort Edward St., Windsor (Alex Dunphy)

The Public Hearing for this application took place at the October 25 Council meeting, and Council decided to adjourn the Public Hearing for one year, until October, 2023.

Update: File # 22-04 PID 45038361, 4245 Hwy 14: WHLUB Amendment (Alex Dunphy)

Council gave First Reading during the October 25 meeting, and the Public Hearing is scheduled for November 22, 2022.

Update: File # 22-19 PID 45026010: 697 Greenhill Road, Greenhill: WHLUB Map Amendment (Alex Dunphy)

Council gave First Reading during the October 25 meeting, and the Public Hearing is scheduled for November 22, 2022.

Update: File # 21-10 Development Agreement, Community Way, Windsor, PID 45055167, 45364775, 45421146 (Sara Poirier)

This application is for a development agreement to allow two multi-unit buildings on Community Way in Windsor. The appeal period for this application ended on October 20th, 2022 with no appeals being filed. The applicant, Clerk and Mayor have signed the development agreement and it has been sent to be registered at the Land Registry Office. This item can now be removed from the agenda.

Update: File # 22-12 Hantsport; 22-13 West Hants; 22-14 Windsor, MPS and LUB Amendments: Secondary Suites in Accessory Buildings (Sara Poirier)

This application is to amend the planning documents to allow detached secondary suites accessory to any single- and two-unit dwelling within West Hants Regional Municipality. The PAC/HAC recommendation went to Council for First reading on October 25. Council approved the motion and will move on to Public Hearing and Second Reading on November 22, 2022.

Update: File # 22-17 WHLUB Amendments: Wentworth Road PID 45190386 and Cole Drive PID 45366457 (Sara Poirier)

This application is for the rezoning of two portions of lots on Wentworth Road and Cole Drive to allow for residential development. The PAC/HAC recommendation went to Council for first reading on October 25. Council approved the motion and will go ahead to Public Hearing and Second Reading on November 22, 2022.

File # 22-10 Development Agreement: 4701 Hwy 1, Three Mile Plains (Sara Poirier)

This application is for a development agreement to allow a heavy truck and equipment repair shop on 4701 Hwy 1 in Three Mile Plains. The PAC/HAC recommendation went to Council for First Reading on October 25. Council approved the motion and will go ahead to Public Hearing and Second Reading on November 22, 2022.

Update: Heritage Plaques (Madelyn LeMay)

Council approved PAC/HAC's recommendation for version D of the plaque. This item may now be removed from the agenda.

Update: Heritage Grant Request: Kempt Shore Church; 5659 Hwy 215 (Madelyn LeMay)

The intended refurbishment of the steeple of the church has been completed. The grant recommended by PAC/HAC and approved by Council is being processed now. This item may now be removed from the agenda.

Update: File # 22-06 Hantsport; 22-07 West Hants; 22-08 Windsor, MPS and LUB Amendments: Small Options Housing (Madelyn LeMay)

Public Hearings have been delayed from October 25 to November 22 since one of the notices did not appear in the newspaper.

Update: File # 22-16 WHLUB Housekeeping Amendments (Madelyn LeMay)

The Public Hearing is scheduled for January 24.

Building and Development Activity Report (October)

The report was included in the agenda package. There were no questions or comments.

New Business

MCCAP Recommendations to PAC/HAC: Coastal Protection Act (Alex Dunphy)

During the September 14, 2022, MCCAP Committee meeting, staff presented the latest information about the Provincial Coastal Protection Act (CPA) which would make earlier

decisions on policy impossible to implement due to conflict with said regulations. The MCCAP Committee recommended that staff pursue a more general set of policies which can be used until the CPA regulations are implemented. Planner Dunphy supplied an example policy that can be used until the CPA regulations are officially released. There are three recommendations, one for each document. Following a motion from the MCCAP Committee, this recommendation was brought to PAC/HAC for consideration.

Moved by Tasha Rogers and seconded by Laurie Murley that PAC/HAC recommend that Council give First Reading and hold a Public Hearing to consider amending the West Hants Municipal Planning Strategy in a manner substantively the same as the draft set out in Attachment A of the report File # 20-29 to the Municipal Climate Change Action Plan Committee dated November 9, 2022. Motion carried.

Moved by Tasha Rogers and seconded by Abraham Zebian that PAC/HAC recommend that Council give First Reading and hold a Public Hearing to consider amending the Windsor Municipal Planning Strategy in a manner substantively the same as the draft set out in Attachment A of the report File # 20-30 to the Municipal Climate Change Action Plan Committee dated November 9, 2022. Motion carried.

Moved by Tasha Rogers and seconded by Abraham Zebian that PAC/HAC recommend that Council give First Reading and hold a Public Hearing to consider amending the Hantsport Municipal Planning Strategy in a manner substantively the same as the draft set out in Attachment A of the report File # 20-31 to the Municipal Climate Change Action Plan Committee dated November 9, 2022. Motion carried.

Update: File #22-05/22-11 Cole Drive West Hants and Windsor MPS and LUB Amendments (Alex Dunphy)

Planner Dunphy gave a presentation to review the application for amendments to the Windsor and West Hants MPS and LUBs to allow Council to consider two mixed-use apartment buildings on Cole Drive by development agreement. This application is considered in two parts, and this discussion is about part one, amending the map. Planner Dunphy noted that this aligns with a Provincial Statement of Interest to provide a wide range of housing types and opportunities. A Public Information Meeting was held on October 13, and after the October 28 deadline, no comments were received. Tasha Rogers asked for clarification on the different Residential designations. Planner Dunphy replied that they are equivalent, and the Residential designation is needed in both locations to allow the development to be considered by Council through a development agreement application. Jim Ivey asked if this would change the direction of the GFLUM, and Planner Dunphy said yes; Jim Ivey then asked if this would create precedence for other Industrial land. Planner Dunphy confirmed this would show a change in development patterns. Stefan Palios was concerned with encouraging people to live in an industrial area.

There were two recommendations:

Moved by Abraham Zebian and seconded by Jim Ivey that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending the Generalized Future Land Use Map of the Windsor Municipal Planning Strategy to include PIDs 45366432 and 45366457 in the Residential designation and amending the zoning map of the Windsor Land Use By-law to

include PIDs 45366432 and 45366457 in the Two Unit Residential (R-2) zone. Motion carried with Stefan Palios opposed.

Moved by Jim Ivey and seconded by Abraham Zebian that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider amending the Generalized Future Land Use Map of the West Hants Municipal Planning Strategy to include PIDs 45366432 and 45366457 in the Three Mile Plains Growth Centre and the Residential designation, as well as amending the zoning map of the West Hants Land Use By-law to include PIDs 45366432 in the Multiple Unit Residential (R-3) zone. Motion carried with Stefan Palios opposed.

Update: File #22-21 394 Greenhill Road, Greenhill Development Agreement (Alex Dunphy)

This is an application for a development agreement to permit a heavy truck and equipment repair shop at 394 Greenhill Road, Greenhill. The subject property is currently zoned Agriculture Priority Two (AR-2). A PIM was held on October 13, and no comments were received by the October 28 deadline.

Moved by Laurie Murley and seconded by Tasha Rogers that PAC/HAC recommends that Council give First Reading and hold a Public Hearing to consider entering into a development agreement to allow a heavy truck and equipment repair shop at 394 Greenhill Road, Greenhill (PID 45118502) which is substantively the same as the draft set out in Attachment B of the report File #22-21 to the Planning and Heritage Advisory Committee dated November 10, 2022. Motion carried.

Moved by Laurie Murley and seconded by Stefan Palios that PAC/HAC recommends that Council require that the development agreement with Jeff Brown & Erika Rice for 394 Greenhill Road, Greenhill (PID 45118502) be signed within 120 days from the date of final approval by Council or the date that any appeals have been disposed of; otherwise, this approval will be void and obligations arising hereunder shall be at an end. Motion carried.

Plan Review: Windsor What We Heard Report (Sara Poirier)

Staff held a Plan Review public engagement session in Windsor on September 22, 2022. This session allowed staff to discuss the current environmental, social, and economic climate, and the current needs of the residents of Windsor. There were thirty-eight people in attendance and there was good discussion. Both Chair Nicholls and Tasha Rogers were in attendance and praised the event. The topics discussed included: residential, commercial and industry, agriculture, and community use. Planner Poirier provided a detailed report with the agenda package. This was the final major public engagement event prior to drafting the regional documents.

Jane Davis had a question about the boundary concerns expressed by some residents. Planner Poirier replied that the former Town of Windsor was the boundary of the Windsor planning documents, and many residents found this irrelevant since consolidation. Chair Nicholls commented that the boundary made sense as it was a Windsor-focused event.

Moved by Jim Ivey and seconded by Laurie Murley that PAC/HAC accept and place on file the “What We Heard” Continuation Report: Windsor Public Engagement attached to the report dated November 10, 2022 as Attachment A. Motion carried.

Notices from Adjacent Municipal Units

No notices have been received.

Questions and Comments from the Public

All questions and comments received through social media will be addressed by the proper staff member as time permits. The public is encouraged to contact staff directly if there are any urgent questions or comments. Public comments received during the Public Information Meeting will be considered and included in the staff report.

Next Meeting Date / Adjournment

The next meeting is scheduled for December 8, 2022, at 6:00pm. Should there be any changes, the Committee will be notified as soon as possible. Moved by Jim Ivey and seconded by Laurie Murley that the meeting be adjourned at 9:23pm. Motion carried.

Jennifer Nicholls, Chair