

Planning & Heritage Advisory Committee
Approved Minutes of Meeting held
December 1, 2014, 9:30 a.m.

Present: Chair Adrian Nette, Councillor Sherman Hudson, Councillor Paul Paquette, Ern Dick, Planning Heritage and Marketing Coordinator (PHMC) Sandi Millett-Campbell and Recording Secretary Dawn Bourke.

Regrets: Sefton Squires, Ian Lawrence

1. **Call to Order:** Chair Nette called the meeting to order 9:30am.

2. **Approval of the Agenda:**

MOTION #PHAC-DEC-01-01

Moved by Ern Dick, seconded by Councillor Hudson it was agreed to approve the agenda as presented. **CARRIED**

3. **Approval of the Minutes:**

- Approval of the minutes of the Planning & Heritage Advisory Committee held on October 14, 2014.

MOTION #PHAC-DEC-01-02

Moved by Councillor Hudson, seconded by Ern Dick, to approve the minutes of the October 14, 2014 Planning and Heritage Advisory Committee meeting as presented. **CARRIED**

PLANNING ADVISORY COMMITTEE

4. **Reports:**

- Planning Services Report –September 2014 & October 2014
PHMC Millett-Campbell reviewed the September 2014 report.

MOTION #PHAC-DEC-01-03

Moved by Councillor Paquette, seconded by Councillor Hudson, it was agreed to accept the September 2014 report as presented. **CARRIED**

PHMC Millett-Campbell reviewed the October 2014 report.

MOTION #PHAC-DEC-01-04

Moved by Councillor Paquette, seconded by Ern Dick, it was agreed to accept the October 2014 report as presented. **CARRIED**

5. **Business Arising: None**

6. **New Business:**

- **Planning Brochure**

PHMC Millett-Campbell reviewed the existing brochure “Everything You Should Know About Planning and Development in Annapolis Royal”. PHMC Millett-Campbell suggested updating the brochure as follows: that the fee schedule be left out of the brochure as it may change and people can check on-line for current fee schedules; the brochure mentions the Annapolis District Planning Commission which is no longer in existence; the duties of the Planning and Heritage Advisory Committee should be changed to reflect an accurate description of the Committee; the meeting dates should reflect first Monday of every month. Councillor Paquette suggested leaving the provincial and federal programs on the brochure.

Ern Dick noted that there may be some confusion regarding the guidelines with regards to municipal, federal and provincial designation, the definition of a Registered Heritage Building such as the Land Information Centre in Lawrencetown. Ern Dick mentioned that some people do not display the designation plaques. Councillor Paquette inquired if all of the registered heritage houses are on the Land Information Utility (LIU). PHMC Millett-Campbell noted the Land Information Utility is our database; it is attached to the Town website, and is shared with Bridgetown and Middleton.

Chair Nette brought up the subject of insurance companies who are not renewing insurance policies due to the heritage status of the property. Ern Dick noted that is a major concern.

Ern Dick suggested that given the concern raised with regards to insurance for heritage designated buildings, the Planning and Heritage Advisory Committee wants to explore with Michael Tompkins what could be done.

It was agreed to invite Michael Tompkins to the next meeting of PHAC.

Councillor Paquette advised that because the Town is a national historical district, it means there are a whole group of residents who are going to have the same problem regarding insuring heritage/historical properties; and is there an insurance company who is willing to insure a large group of insurers.

Councillor Paquette suggested that with respect to the brochure, the contact information for development officer should not be printed as residents would contact PHMC Millett-Campbell.

Councillor Hudson suggested the corner vision requirements be added to the brochure. Councillor Hudson also suggested that the Committee consider amending the Land Use By-law with regards to the corner vision requirements.

HERITAGE ADVISORY COMMITTEE

7. Reports

- Status Report on PHAC Recommendations to Council & Action Items from PHAC Meetings

8. Business Arising

9. New Business

10. Next Meeting

- Tentative – January 5, 2014 9:30 am

11. Adjournment

Ern Dick mentioned that Alan Melanson may be ready to take on the role of a member of this Committee as a representative of the Historical Society. Chair Nette noted that Bill MacDonald has put in an application to be a member of this Committee as a representative of the Heritage Committee.

Ern Dick asked if the Town would be interested in finding room to mount the picture of the representation of the Town in 2005, further noting this comes from the Historical Association. PHMC Millett-Campbell and Councillor Hudson

PHMC Millett-Campbell extended thanks to Ern Dick for serving his term on the Planning Heritage Advisory Committee.

MOTION #PHAC-DEC-01-05

Moved by Councillor Hudson, seconded by Ern Dick, the meeting adjourned at 10:15 am.

CARRIED

Chair Adrian Nette

Recording Secretary Bourke