

**Planning & Heritage Advisory Committee**  
Unapproved Minutes  
July 6, 2015, 9:30 a.m.

**Present:** Chair Adrian Nette, Bill MacDonald, Alan Melanson, Sefton Squires, Councillor Sherman Hudson, and Recording Secretary Amy MacManus. Also in attendance Danny McClair (left after his application was addressed).

**Regrets:** CDC<sup>1</sup> Sandi Millett-Campbell, CAO<sup>2</sup> Gregory Barr, Councillor Paul Paquette

1. **Call to Order:** The meeting was called to order by Chair Nette at 9:31 a.m.

2. **Approval of the Agenda**

- a) Additions: Business Arising: Heritage Advisory Committee 8b - Heritage Registry Index

**MOTION # PHAC-2015-07-06-01**

It was moved by Councillor Hudson, seconded by Alan Melanson, that the agenda dated July 6, 2015 be approved with amendments. **CARRIED.**

3. **Approval of the Minutes**

Approval of the minutes of the Planning & Heritage Advisory Committee held on May 5, 2015.

**MOTION # PHAC-2015-07-06-02**

It was moved by Alan Melanson, seconded by Sefton Squires to approve the minutes from Planning & Heritage Advisory Committee held on May 5, 2015 with the following amendment: under Business Arising, section 8b "Sefton Squires wants to conserve the heritage of the Town and the heritage district in Annapolis Royal" be changed to "Planning and Heritage Committee wants to conserve the heritage of the Town and the heritage district in Annapolis Royal". **CARRIED.**

**PLANNING ADVISORY COMMITTEE**

4. **Reports**

- Planning Services Report - April 2015
- Planning Services Report - May 2015

**MOTION # PHAC-2015-07-06-04**

It was moved by Councillor Hudson, seconded by Alan Melanson, that the reports are accepted as presented. **CARRIED.**

5. **Business Arising-** N/A

6. **New Business-** N/A

**HERITAGE ADVISORY COMMITTEE**

7. **Reports**

8. **Business Arising**

- b) **Heritage Buildings of Annapolis Royal**

Bill MacDonald summarized how the tiered system came about to be suggested and the concerns of the Annapolis Heritage Society. The Committee discussed the ins and outs of a tiered system.

**MOTION # PHAC-2015-07-06-05**

It was moved by Bill MacDonald, seconded by Sefton Squires that PHAC recommend

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<sup>1</sup> Community Development Coordinator

<sup>2</sup> Chief Administrative Officer

to Council that a moratorium be placed on any proposed tiered system for heritage buildings in the National Historic District of Annapolis Royal until the Annapolis Heritage Society and the Historical Association express in full their views on a tiered system.

The location of past heritage records that were in a fire proof cabinet was queried. Bill MacDonald will follow-up with Ryan Scranton and Alan Melanson will follow-up with CDC Millett-Campbell

**MOTION # PHAC-2015-07-06-06**

It was moved by Sefton Squires, seconded by Bill MacDonald that PHAC recommend to Council that CDC Millett-Campbell update the Heritage Registry Index to reflect circumstances and architectural style of properties. **CARRIED.**

9. New Business

a) AR15-013-HER - 438 St George Street - Request for Changes to a Heritage Property  
Danny McClair explained the proposal for the carriage house. The Committee asked Danny questions about proposed changes and current state of the building.

**MOTION # PHAC-2015-07-06-03**

It was moved by Alan Melanson, seconded by Councillor Hudson that PHAC recommends to Council that the applicant at 438 St George Street be given heritage approval to replace the windows, replace the door, and add a staircase going to the upper floor on the side of the accessory building with a landing on the back of the building as detailed in the application AR15-013-HER, providing the requirements of the Land Use By-Law are met. **CARRIED.**

b) PHAC Building Awards

There was a discussion around the details of the awards. It was decided that the Committee would consider the awards for next year and take the idea to Council to see if they are behind it and would allocate budgetary funds for these awards. Bill MacDonald will report back to the Annapolis Heritage Society about the awards. The topic of the awards will be added to a future PHAC agenda.

c) Monthly Meetings

**MOTION # PHAC-2015-07-06-07**

It was moved by Alan Melanson, seconded by Bill MacDonald that PHAC recommend to Council that there be a PHAC meeting every month, regardless of agenda items. **CARRIED.**

d) Ad hoc Items

It was noted that heritage guidelines are not being followed by property owners when it comes to permit applications and restrictions granted in permits.

**MOTION # PHAC-2015-07-06-08**

It was moved by Bill MacDonald, seconded by Sefton Squires that that PHAC recommend to Council that investigation of the following items take place: background information on the permits and approval on the work done at PID 05002407, a legal opinion as to the legitimacy of permit holders waiting one year and then doing as they please, corner vision violations of the boulders at the corners of Church Street and St Anthony Street and Drury Lane and St Anthony Street, and the implications of several missed meetings in a row by a Committee member. **CARRIED.**

10. Next Meeting

- Next meeting August 10, 2015 at 9:30 a.m.

11. Adjournment

**MOTION # PHAC-2015-07-06-09**

It was moved by Alan Melanson, seconded by Councillor Hudson that the meeting be adjourned at 10:31 a.m. **CARRIED.**

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Chair Adrian Nette

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Recording Secretary MacManus