Present: Chair Adrian Nette, Sefton Squires, Councillor Hudson, Ian Lawrence, Planning Technician Saunders, Recording Secretary Millett-Campbell, and Phil Roberts.

Regrets: CAO St-Amour, Councillor Paquette, and Ernest Dick.

1. Call to Order
Chairman Nette called the meeting to order at 9:32am

2. Additions to the Agenda
   9 (b) Wood vs Vinyl windows information handout
   9 (c) Re: Motion 3c from May minutes

3. Approval of Agenda
MOTION 1
It was moved by Ian Lawrence, seconded by Councillor Hudson to approve the agenda as amended. CARRIED.

4. Approval of Minutes of May 6, 2013
MOTION 2
It was moved by Councillor Hudson, seconded by Sefton Squires to approve the minutes of the Planning & Heritage Advisory Committee held on May 6, 2013 as presented. CARRIED.

5. Reports
   • Status Report on PHAC Recommendations to Council & Action Items from PHAC Meeting
     Planning Technician Saunders noted there has been no change to the report since last month.
   • Planning Services Reports – April 2013
     Planning Technician Saunders reviewed the regular monthly report which provides a summary of permits, development permits for the month of April.

6. Business Arising
None.

7. New Business
None.
HERITAGE ADVISORY COMMITTEE

8. Reports
   • Status Report on PHAC Recommendations to Council & Action Items from PHAC Meetings
   Planning Technician Saunders noted the changes on the report.

9. Business Arising
   • Sandi Millett-Campbell reviewed Motion #17 from Council minutes May 22, 2013.

10. New Business
    a) AR13-010-HER – 144 St. George St. – Request for Changes to a Heritage Building

   Phil Roberts was in attendance and noted the addition would be built on the rear of the current
   structure with a limited view from the streetscape.

   MOTION 3
   It was moved by Ian Lawrence, seconded by Councillor Hudson that PHAC recommends to Council to
give heritage approval to the applicant to construct an addition to 144 St George Street as detailed in
the application, with the condition that the exterior trim and siding detail match the existing and that
the appropriate building code requirements of the land use by-law are met. CARRIED.

10. b) Wood vs Vinyl Windows information handout

   Sefton Squires handed out information on pros and cons of windows. Sefton would like to see the
Town to say “no” to vinyl windows on all heritage properties. This is fast becoming the new Heritage
reality across North America in all Heritage manifestos’. Annapolis Royal, as the birthplace of built
heritage, must catch up to its responsibilities to preserve its built heritage inventory intact for future
generations.

   MOTION 4
   It was moved by Sefton Squires, seconded by Ian Lawrence that PHAC recommends to Council that
the Town of Annapolis Royal bring its Heritage Building Policy in line with other Provincial and
Municipal jurisdictions, and that the Town amend Policy #2011-5 (approved and adopted by council
Mar. 21, 2011) under Guidelines Section 1 Registered Heritage Buildings - Preferred approach, with
the addition of one line "Vinyl windows and vinyl/metal doors are not acceptable replacement units on
Registered Heritage Buildings."
   2 YEA and 2 NAY, NOT CARRIED.

10 c) Re: Motion 3 (c) May Minutes.

   Sefton Squires would like to see Council to take the steps to enforce its own policies, as it is now there
are no repercussions to the applicants that do not follow Council’s decision.

   MOTION 5
   It was moved by Ian Lawrence, seconded by Sefton Squires that PHAC recommends to Council to
adopt a policy to empower the CAO to use Town staff or contractors to enforce compliance to LUB,
where applicable, after the advice of the Development Officer, and invoice the non-compliant party for the services. **CARRIED**

**11. Next Meeting**
- Tentative – July 2, 2013 9:30 am

**12. Adjournment**

**MOTION 4**
It was moved by Councillor Hudson, seconded by Ian Lawrence to adjourn at 11:10 am. **CARRIED.**

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Chair Adrian Nette         Recording Secretary Millett-Campbell