

**Planning & Heritage Advisory Committee**  
**April 3, 2018 at 9:00 am**  
**Approved Minutes**

**In attendance:** Councillor John Kinsella, Brian Bohaker (Chair), Carol Hanson, Councillor Holly Sanford, Community Development Coordinator (CDC) Sandi Millett-Campbell, and Recording Secretary Amy MacManus

**Regrets:** Peter Davies, Barry Moody

1. Call to Order: Chair Brian Bohaker called the meeting to order at 9:05 am.

2. Approval of the Agenda:

**Motion #PHAC-2018-04-03-01**

It was moved by Councillor Sanford, seconded by Councillor Kinsella to approve the agenda as presented. **Motion carried.**

3. Approval of the Minutes

- i. Approval of the minutes of the Planning & Heritage Advisory Committee held on March 5, 2018.

**Motion #PHAC-2018-04-03-02**

It was moved by Councillor Sanford, seconded by Councillor Kinsella to approve the March 5, 2018 minutes as presented. **Motion carried.**

**HERITAGE ADVISORY COMMITTEE**

4. Business Arising

- i. Substantial and Non-Substantial changes to a non-heritage property – Update Chair Moody  
Deferred to next meeting as Chair Moody is not in attendance.

5. New Business

- i. Heritage Development Fund

CDC Millett-Campbell summarized the fund. Discussion ensued. It was decided to notify residents by placing a notice in the Town Crier newsletter.

**PLANNING ADVISORY COMMITTEE**

6. New Business

7. Reports

- i. Planning Report – February 2018  
The committee acknowledged the report.

- ii. MEAC – Approved Minutes – no update this month

8. Business Arising

9. Next Meeting

- PHAC – May 7, 2018
- Request for possible Special PHAC dates

CDC Millett-Campbell provided details on an upcoming development agreement application from Nova Scotia Power. It was decided to hold a special PHAC meeting on April 13, 2018 (tentative) at 9am to review the application.

10. Adjournment

**Motion #PHAC-2018-04-03-03**

It was moved by Councillor Sanford to adjourn the meeting at 9:14 am.

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Chair Brian Bohaker

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Recording Secretary Amy MacManus