

**WEST HANTS PLANNING ADVISORY COMMITTEE
MEETING MINUTES
January 21, 2010**

PRESENT: Councillor Shirley Pineo, Chair
Warden Richard Dauphinee
Deputy Warden Gary Cochrane
Councillor Randy Matheson
Councillor Reed Allen
Councillor Gloria Shanks
Councillor Tom Brown
Councillor Rick Gaudet
Councillor Pam Ainslie
Mr. Raymond Parker

STAFF: Lynn Davis, Director of Planning
Jeanne Bourque, Planner
Velma Macumber, Administrative Assistant

REGRETS: Ms. Traci Curry (out of town on business)

Chair Pineo called the meeting to order at 6:30 p.m.

APPOINTMENT OF JOINT PLANNING ADVISORY COMMITTEE MEMBERS

Chair Pineo advised that the Joint Planning Advisory Committee may have to meet soon so there is a need to appoint its members. The Committee consists of 16 members, eight members from the Town, and eight members from West Hants. The membership includes the Mayor, the Warden, the two PAC chairs, six members of Windsor PAC and six members of West Hants PAC. The six members of West Hants PAC also includes two citizen members.

Chair Pineo asked Committee members who would be interested in sitting on the Joint Planning Advisory Committee. Councillors Gaudet, Brown and Ainslie were not interested.

Moved By: Warden Dauphinee
Seconded By: Councillor Shanks

TO RECOMMEND TO COUNCIL THAT THE JOINT PLANNING ADVISORY COMMITTEE MEMBERSHIP CONSIST OF WARDEN DAUPHINEE, CHAIR PINEO, DEPUTY WARDEN COCHRANE, COUNCILLORS SHANKS, ALLEN AND MATHESON, AND CITIZEN MEMBERS, TRACI CURRY AND RAYMOND PARKER.

MOTION CARRIED.

APPROVAL OF MINUTES OF OCTOBER 15, 2009

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Moved By: Warden Dauphinee
Seconded By: Councillor Gaudet

**THAT THE MINUTES OF THE WEST HANTS PLANNING ADVISORY COMMITTEE
OF OCTOBER 15, 2009 BE APPROVED AS CIRCULATED NOTING ANY ERRORS
OR OMISSIONS.**

MOTION CARRIED.

BUSINESS ARISING FROM THE MINUTES

Infrastructure charges/cost of taking over and maintaining new municipal streets

Ms. Davis advised that staff have researched consultant costs and a proposal has gone to the Committee of the Whole from a consultant. The Committee of the Whole has asked for more research on legal issues relating to storm water management before making a decision.

Lot Grading By-law

Councillor Gaudet expressed concern with the length of time that the Lot Grading By-law item has been on the agenda, and asked if there was an update. Ms. Davis advised that staff have been tied up with other projects. She advised that Lot Grading By-laws are typically done for areas with storm water management plans. Councillor Gaudet stated he thought storm water management plans were for the serviced areas such as the Growth Centres, and a lot grading by-law would apply to the whole Municipality.

Ms. Davis advised that from the research staff has done so far, Lot Grading By-laws are typically used only in serviced areas with storm water management plans.

Discussion continued on the matter of a Lot Grading By-law. Staff will research what other areas are doing regarding to Lot Grading By-laws and prepare a report with examples of by-laws from elsewhere.

Atlantic Superstore, Cole Drive - driveways

Deputy Warden Cochrane advised he had a copy of the last correspondence that was sent from the Development Officer on November 10th. The letter advised that a second entrance was permitted if a total of 219 parking spaces were provided and if approved by the Town's engineer. This information was passed on to the West Hants CAO to be forwarded to Loblaws. Ms. Davis advised that in discussion with the Development Officer, he said the matter was left with Loblaws, and he had no new information to date. Staff will check to see whether a letter was sent to Loblaws.

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Accessory building height amendments

The amendments are now complete, and this item can be removed from the agenda.

Road Naming Policy amendment

The amendment is now complete, and this item can be removed from the agenda.

BUILDING INSPECTOR AND DEVELOPMENT OFFICER REPORTS

Monthly Report of October, November, December 2009

Moved By: Warden Dauphinee
Seconded By: Councillor Shanks

**THAT THE MONTHLY REPORT OF THE BUILDING INSPECTOR AND
DEVELOPMENT OFFICER FOR THE MONTHS OCTOBER, NOVEMBER, AND
DECEMBER 2009 BE RECEIVED.**

MOTION CARRIED.

NEW BUSINESS

General Service Area (GSA) - Ashdale

Ms. Davis advised that in 2009, Council approved the policy and application form for the creation of new GSAs which allows a Municipal Councillor to submit an application for a new GSA, after receiving signatures from at least 75 percent of all affected households. Councillor Matheson had submitted an application for the creation of a new GSA for Ashdale. The proposal affects 44 households and signatures were received from 36 of the households or 82 percent. Ms. Davis advised that the Civic Addressing Co-ordinator received comments from other agencies, and no objections were received. The Co-ordinator recommended that the proposed GSA for Ashdale be approved to take effect thirty days from Council approval.

Moved By: Councillor Matheson
Seconded By: Councillor Ainslie

**TO RECOMMEND TO COUNCIL THAT THE ASHDALE GENERAL SERVICE AREA
BE APPROVED AS SUBMITTED, TO TAKE EFFECT 30 DAYS FROM COUNCIL
APPROVAL.**

MOTION CARRIED.

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PLANNING PROGRAM UPDATE

JPAC Executive

The JPAC Executive has not met.

Joint Planning for Border Areas

Ms. Davis explained that Windsor Planning Advisory Committee has been reviewing its Subdivision By-law, and a part of that discussion dealt with new streets. One thing that Staff was concerned about was making sure, in areas where there is a need for connecting streets, that they are located appropriately. Staff thought one way that this could be accomplished was having as part of the Subdivision By-law, a Future Streets Map, which would lay out in a conceptual way where streets could be located to provide important connections. Ms. Davis provided the Committee with a draft map and excerpt from the draft Windsor Subdivision By-law. The Future Streets Map brought to the Windsor Planning Advisory Committee was based on a study done by consultants for the Town a couple of years ago which looked at the border areas of Windsor and West Hants where there has been development pressure and it is anticipated that more development will occur in the future. Ms. Davis noted that from Windsor's perspective, it is one of only a few areas in Windsor that can be developed. Ms. Davis advised that when this map was presented to Windsor PAC in the Subdivision Bylaw discussion, the Committee felt that they wanted to talk to West Hants about the border area and where streets could cross the municipal boundary before they did something on their own. Ms. Davis said, while this map just deals with streets, there are other issues to consider as well, such as the matter of servicing the areas. We need to look at all of these issues to make sure there is adequate capacity for future development because without some requirements in place, developers are only required to look after what they need to service their own development. She noted that this type of planning is part of what must also happen for West Hants to implement infrastructure charges in the Growth Centres. Ms. Davis noted that this is more complicated due to the municipal boundary crossing in the middle of the area. Municipal units can only regulate development within their own boundary. For one unit to try to address issues on its own is not going to work unless the other unit does the same thing. Ms. Davis stated from a staff perspective, inter-municipal planning may be a possible way to resolve this.

Ms. Davis advised that Windsor PAC has asked that a Joint Planning Advisory Committee meeting be set up to try again to discuss the issues and to reach a resolution.

Chair Pineo asked the Committee if they wanted to meet with the Town.

Discussion was held about setting up a Joint Planning Advisory Committee meeting. The Committee agreed they would like more information before going to a meeting and asked staff if the consultant study done by Town could be available to them for review. Staff was asked to request that the study be released and that more information be provided about what the Town

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expects from a meeting. Once this information is received, West Hants PAC will make a decision about whether or not to meet with the Town.

MISCELLANEOUS

Civic Addressing Issue

Deputy Warden Cochrane advised that he received a complaint from a resident about the length of time it took to get a civic number. Ms. Davis advised that before a civic address is issued, the location of a driveway has to be known, and if this is unknown, then site visits would follow, and if there were other issues, then it may take a little while longer to get a civic address. She said it usually takes about two weeks.

Coastal Planning Presentation

Ms. Davis advised that at the March 18, 2010 PAC meeting, the Ecology Action Centre and Don Aldous will be doing a presentation on coastal planning.

Chair Pineo advised that the Committee had agreed a while ago that they would start looking at the protection of freshwater resources. She said she would like this matter brought forward again for discussion. The Committee agreed to add this to the list of Planning Department projects.

NOTICES FROM ADJACENT MUNICIPAL UNITS

Moved By: Deputy Warden Cochrane
Seconded By: Councillor Brown

TO RECEIVE THE LETTER FROM CINDY L. BARKER, ADMINISTRATIVE ASSISTANT, COMMUNITY DEVELOPMENT SERVICES, MUNICIPALITY OF THE COUNTY OF KINGS, DATED JANUARY 11, 2010, RE NOTICE OF PUBLIC HEARING - AMENDMENTS TO MUNICIPAL PLANNING STRATEGY AND LAND USE BY-LAW.

MOTION CARRIED.

QUESTIONS & COMMENTS FROM PUBLIC

No members of the public were present.

ADJOURNMENT

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Moved By: Warden Dauphinee
Seconded By: Councillor Ainslie

THAT THE MEETING ADJOURN.

The meeting adjourned at 7:50 p.m.

Chair