

Planning & Heritage Advisory Committee
Approved Minutes of Meeting held
September 8, 2015 at 9:30 a.m.

PRESENT: Chair Adrian Nette (arrived at 10am), Bill MacDonald, Vice-Chair Alan Melanson, Councillor Paul Paquette, Sefton Squires, Heather LeBlanc, CAO Gregory Barr, Phil Roberts (arriving at 10:30), Community Development Officer and Recording Secretary Sandi Millett-Campbell.

Regrets: Sherman Hudson

1. **Call to Order:** Vice -Chair Melanson called the meeting to order at 9:40 am

2. **Approval of the Agenda**

Addition to the agenda, under Planning Advisory Committee, 6. New Business, b) October meeting with Gordon Smith

MOTION # PHAC-2015-09-08-01

Moved by Bill MacDonald, seconded by Councillor Paquette, it was agreed to approve the agenda as amended. **CARRIED.**

3. **Approval of the Minutes**

- Approval of the minutes of the Planning & Heritage Advisory Committee held on July 6, 2015.

MOTION # PHAC-2015-09-08-02

Moved by Bill MacDonald, seconded by Sefton Squires, it was agreed to approve the minutes of the July 6, 2015 Planning and Heritage Advisory Committee with the following amendment under item 9. New Business, d) to delete the following sentence “The Committee wants to examine its limit of authority and enforcement of By-Laws” as amended. **CARRIED.**

PLANNING ADVISORY COMMITTEE

4. **Reports**

- Planning Services Report –June 2015 and July 2015
Community Development Coordinator (CDC) Millett-Campbell reviewed the June and July 2015 Planning Services Report.

MOTION # PHAC-2015-09-08-03

Moved by Councillor Paquette, seconded by Bill MacDonald, it was agreed to accept the June and July 2015 Planning Reports as presented. **CARRIED**

5. **Business Arising:** None

6. **New Business**

a) Mandate Review – General Discussion on letter from Mayor

Councillor Paquette updated the Committee that with the removal of the sentence from the minutes it makes a difference in the interpretation of the minutes. Council will be reviewing the mandates and by-laws for all Committees of Council. CAO Barr reassures the Planning Heritage Advisory Committee that Council is aware of their concerns and Council wants the best for the Town. The heritage value of the Town is important and Council needs to find the balance of the Committee and Community. Council is looking to work with all groups to

find the balance with our built heritage. It is important to make the system easier to sustain the community and also make it economically affordable. Next steps is to let Gordon Smith, Director of Planning, Robert Frost, Municipal Advisory for the Town, attend the next monthly meeting to explain the roles and responsibilities for Council and PHAC.

b) October Meeting with Gordon Smith

Councillor Paquette talked about the possibility of a tiered system with our heritage homes. Councillor Paquette noted that this Committee needs to be proactive and our built heritage needs protection. Councillor Paquette suggested to start working on a multi-phase plan to educate the Community, businesses and homeowners, of what we have and how we can protect it with a Community Education Campaign. Phase One could be to hire a summer intern to create a data base with the heritage properties, why they are protected, unique and rare features, and the location of the property. Step Two could be to educate and promote the home owners of their own properties and regenerate the public interest in our heritage homes. Step Three would be to look at the neighbour's heritage properties and see what category they are in and educate them on preserving their homes. The Committee needs to decide what the Committee wants, educate Council and get the Community to buy into the plan and preserve our National Heritage District.

HERITAGE ADVISORY COMMITTEE

7. Reports

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

PHMC Millett-Campbell noted there was no activity therefor no report.

8. Business Arising: None

9. New Business

- a) AR15-013-HER – 146 St George Street – Request for Changes to a Heritage Property

PHMC Millett-Campbell reviewed the application received from the applicant. Phil Roberts was also in attendance to answer any questions that the Committee had.

MOTION # PHAC-2015-08-09-04

Moved by Adrian Nette, seconded by Sefton Squires, that PHAC recommends to Council that the applicant at 146 St. George Street be given heritage approval to replace the roofing on the 1995 addition and garage to metal roofing as detailed in the application AR15-013-HER, providing the requirements of the Land Use By-law are met. **CARRIED**

10. Next Meeting

- October 5, 2015 10:00 am

11. Adjournment

MOTION # PHAC-2015-08-09-05

Moved by Bill MacDonald, seconded by Councillor Paquette, it was agreed to adjourn the meeting at 10:45 am. **CARRIED.**

Vice -Chair Alan Melanson

Recording Secretary Millett-Campbell