

**Planning & Heritage Advisory Committee**

Approved Minutes of Meeting held  
January 6, 2014, 9:30 a.m.

**Present:** Chair Adrian Nette, Councillor Sherman Hudson, Councillor Paul Paquette, Ern Dick, Sefton Squires, Planning Heritage and Marketing Coordinator Sandi Millett-Campbell and Recording Secretary Dawn Bourke.

1. **Call to Order:** Chair Nette called the meeting to order at 9:30 am.

2. **Additions to the Agenda:**  
Heritage – Heat Pump Policy

3. **Approval of the Agenda**  
**MOTION 1**

It was moved by Councillor Paquette, seconded by Councillor Hudson to approve the agenda of the Planning & Heritage Advisory Committee for January 6, 2014 as amended. **CARRIED.**

4. **Approval of the Minutes**  
**MOTION 2**

It was moved by Councillor Hudson, seconded by Councillor Paquette to approve the minutes of the Planning & Heritage Advisory Committee held on December 2, 2013 with the following amendment: Page 3 Motion c) delete the word “Alberta: and insert the word “Albert”. **CARRIED.**

5. **Election of Chair and Vice-Chair**  
**MOTION 3**

It was moved by Councillor Hudson, seconded by Councillor Paquette to nominate Adrian Nette as Chair of the Planning & Heritage Advisory Committee. **CARRIED.**

It was agreed to defer the vote for the position of Vice-chair of the Planning & Heritage Advisory Committee to the next meeting of the Committee.

**PLANNING ADVISORY COMMITTEE**

6. **Reports**

Planning Services Report – November 2013

PHMC Millett-Campbell reviewed the Planning Services Report for November 2013.

**MOTION 4**

It was moved by Councillor Paquette, seconded by Councillor Hudson to accept the Planning Services Report for November 2013 as presented. **CARRIED.**

Sefton Squires noted that with respect to the application at 669 St. George Street there is a diseased elm tree right next to where the garage is going to be built and the tree may in the future fall on the new garage. PHMC Millett-Campbell noted that is private property and not a PHAC matter.

7. **Business Arising**

PHMC Millett-Campbell advised a Special Council meeting is scheduled to be held on January 14<sup>th</sup> at 6:30 pm regarding the FM Development application.

**8. New Business**

**HERITAGE ADVISORY COMMITTEE**

**9. Reports**

Status Report on PHAC Recommendations to Council & Action Items from PHAC Meetings  
PHMC Millett-Campbell reviewed the Heritage Status Report.

**MOTION 5**

It was moved by Councillor Paquette, seconded by Ern Dick to accept the Heritage Status Report as presented. **CARRIED.**

**10. Business Arising**

**Heat Pumps**

Chair Nette advised that the installation of heat pumps will be at the discretion of administration, unless there is a situation that requires input from PHAC. Staff is working on a policy to be brought forward to the Committee of the Whole meeting of January 8<sup>th</sup>. Sefton Squires inquired why heat pumps require an application as oil tanks, satellite dishes and air conditioners do not.

**MOTION 6**

It was moved by Ern Dick, seconded by Sefton Squires to recommend to Town Council that PHMC Millett-Campbell write a letter to Chris Millier (Development Officer) to request clarification as to why a heat pump requires a development application as the architectural footprint of the building encompasses the square footage contained with-in the outside foundation and walls, which is not being comprised. **CARRIED.**

**11. New Business**

**a) AR13-042-HER – 235 St George St - Request for Changes to Heritage Building**

PHMC Millett-Campbell reviewed application AR13-043-HER for 235 St. George Street.

**MOTION 7**

It was moved by Sefton Squires, seconded by Councillor Hudson that PHAC recommends to Council that the applicant at 235 St. George Street be given heritage approval to add a patio cover and to partially enclose the existing deck, as detailed in application AR13-043-HER, providing all conditions of the Land Use By-law are met. **CARRIED.**

**12. Next Meeting**

Tentative – February 3, 2014 9:30am

**13. Adjournment**

**MOTION 8**

It was moved by Councillor Hudson, seconded by Councillor Paquette that the meeting adjourn at 10:00 am. **CARRIED.**

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Chair Adrian Nette

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Recording Secretary Bourke