

Planning & Heritage Advisory Committee
Approved Minutes
April 3, 2017, 9:00 am

Present: Vice-Chair Brian Bohaker, Councillor John Kinsella, Councillor Holly Sanford, Peter Davies, Mayor MacDonald as Ex-Officio, Community Development Coordinator (CDC) Sandi Millett-Campbell, Administrative Assistant Courtney Campbell as recording secretary, applicant of AR17-009-HER (left after application AR17-009-HER was discussed), and applicant of AR17-007-HER (left after application AR17-007-HER was discussed)

Regrets: Chair Barry Moody, Carol Hanson

1. Call to Order:

Vice-Chair Brian Bohaker called the meeting to order at 9:04am.

2. Approval of the Agenda:

MOTION #PHAC-2017-04-03-01

It was moved by Peter Davies, seconded by Councillor Kinsella to approve the April 6, 2017 agenda as presented. **Motion carried.**

3. Approval of the Minutes:

- Approval of the minutes of the Planning & Heritage Advisory Committee held on March 6, 2017.

MOTION #PHAC-2017-04-03-02

It was moved by Councillor Sanford, seconded by Councillor Kinsella to approve the March 6, 2017 minutes as presented. **Motion carried.**

HERITAGE ADVISORY COMMITTEE

4. Business Arising:

- i. Joint Meeting with MEAC and PHAC – Possible dates – Update

Chair Barry Moody was not in attendance and therefore unable to provide an update.

5. New Business

- i. AR17-009-HER – 223 St George St –Request to Alter a Heritage Property

CDC Millett-Campbell summarized the application. The committee discussed and the applicant was available for questions.

MOTION #PHAC-2017-04-03-03

It was moved by Councillor Kinsella, seconded by Peter Davies that PHAC recommends to Council that the applicant at 223 St George Street be given heritage approval to install a wall sign as detailed in the application AR17-009-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

- ii. AR17-007-HER – 209 St George St – Request to Alter a Heritage Property

CDC Millett-Campbell summarized the application and Mayor MacDonald provided background information. The committee discussed and the applicant was available for questions. It was decided that the applicant will be given until the next PHAC meeting to research how the materials will withstand the weather conditions and to investigate other solutions. Discussion was tabled.

iii. AR17-010-HER – 285 St George St – Request to Alter a Heritage Property

Peter Davies summarized the application and Mayor MacDonald provided background information. As the project was submitted by Peter Davies he withdrew from the vote.

MOTION #PHAC-2017-04-03-04

It was moved by Councillor Sanford, seconded by Councillor Kinsella that PHAC recommends to Council that the applicant at 285 St George Street be given heritage approval to add a clock face to the front of the clock tower, as detailed in the application AR17-010-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

iv. AR17-011-HER – 222 St George St – Information Only

Information was passed on to the committee from CDC Millett-Campbell. As the applicant is replacing the bottom windows same with same there is no need for the application to go to PHAC, so it is for information only. Heat pumps are also being added, but due to the policy it does not have to go to PHAC as they are being added to the back of the building. As this is a provincially registered building the applicant will also have to follow provincial requirements. It was mentioned that information on the Heat Pump policy will be included in the May Town Crier.

v. Heritage Recognition Awards – Discussion

Upon review of the previous application for the Heritage Recognition Awards it was decided to continue with the awards as is. Information will be placed in the May and June Town Crier.

PLANNING ADVISORY COMMITTEE

6. **New Business:** N/A

7. **Reports:**

- Planning Report – February 2017

MOTION #PHAC-2017-04-03-05

It was moved by Councillor Kinsella, seconded by Peter Davies to accept the February 2017 Planning Report as presented. **Motion carried.**

- MEAC – Approved Minutes March 9, 2017

The minutes were acknowledged.

8. **Business Arising:** N/A

9. **Next Meeting:**

- PHAC – May 1, 2017 at 9:00 am

10. **Adjournment:**

Councillor Sanford moved to adjourn at 9:51am.

Vice-Chair Brian Bohaker

Recording Secretary Courtney Campbell