

Planning & Heritage Advisory Committee
Approved Minutes
September 5, 2017, 9:00 am

Present: Chair Barry Moody, Mayor MacDonald, Councillor Sanford, Brian Bohaker, Carol Hanson, CAO Gregory Barr, Community Development Coordinator (CDC) Sandi Millett-Campbell, Canada 150 Event Coordinator Amber Conrad, and Monica Mills as Recording Secretary

Regrets: Peter Davies and Councillor Kinsella

1. Call to Order:

The meeting was called to order at 9:00 am by Chair Moody.

2. Approval of the Agenda

Motion #PHAC-2017-09-05-01

It was moved by Brian Bohaker, seconded by Carol Hanson that the agenda dated September 5, 2017 be approved as presented. **Motion carried.**

3. Approval of the Minutes

Motion #PHAC-2017-09-05-02

It was moved by Councillor Sanford, seconded by Brian Bohaker that the minutes dated June 5, 2017 be approved as presented. Motion carried.

HERITAGE ADVISORY COMMITTEE

4. Business Arising

- i. Building Awards Update – Sherry Caldwell recipient

CDC Millett-Campbell reported that the award had been presented during Natal Day weekend and that the recipient was pleased.

5. New Business

- i. AR17-027-HER – 235 St George St –Request to Alter a Heritage Property

The Committee reviewed the application and discussed the implication of approving an application after the work was completed.

Motion #PHAC-2017-09-05-03

It was moved by Brian Bohaker, that PHAC not recommend to Council that the applicant at 235 St George Street be given heritage approval to install vinyl siding to the northwest side of the building that has exposed plywood. Motion defeated due to lack of seconder.

It was decided that the matter be tabled until the next scheduled PHAC meeting, as it would be beneficial to include the owner of the building when discussing this application.

- ii. AR17-021-HER – 241 St George St – Request to Alter a Heritage Property – Ratification of Electronic Vote

Motion #PHAC-2017-09-05-04

It was moved by Brian Bohaker, seconded by Councillor Sanford that the electronic vote that PHAC recommends to Council that the applicant at 241 St George Street be given heritage approval to install a window sign, as detailed in the application AR17-025-HER, providing the requirements of the Land Use By-Law are met, be ratified. Motion carried.

- iii. Heritage Properties on Town website
Amber Conrad presented the data that she had compiled on the Town's website to the Committee. It was noted that of the 145 properties listed, 46 properties required the addition of character defining elements. The Committee discussed the matter.

Motion #PHAC-2017-09-05-05

It was moved by Brian Bohaker, seconded by Carol Hanson that staff or council reach out to an appropriately qualified volunteer to develop the character defining elements for heritage properties listed on the website. Motion carried.

PLANNING ADVISORY COMMITTEE

6. New Business: none

7. Reports

- Planning Report – June 2017

Motion #PHAC-2017-09-05-05

It was moved by Councillor Sanford, seconded by Brian Bohaker that the planning report dated June 2017 be approved. Motion carried.

- MEAC – Approved Minutes May 25, 2017, June 8, 2017 & June 14, 2017
The Committee reviewed the three sets of minutes.

8. Business Arising

Mayor MacDonald requested an update on the progress of work done for properties located next to heritage properties. Chair Moody stated that he and Peter Davies would report on the matter at the next PHAC meeting.

9. Next Meeting

- PHAC – October 2, 2017

10. Adjournment

Motion #PHAC-2017-09-05-05

It was moved by Brian Bohaker, seconded by Councillor Sanford that the meeting be adjourned at 9:45 am. Motion carried.