

Planning & Heritage Advisory Committee
November 6, 2017
9:00 am
Approved Minutes

Present: Brian Bohaker (Chair), Mayor William MacDonald, Councillor Holly Sanford, Carol Hanson (left at 10:26a.m.), Peter Davies, CAO¹ Gregory Barr, Recording Secretary Amy MacManus, and Dr. Rhodri Liscombe (left after Business Arising, item 1)

Regrets: Barry Moody, Councillor John Kinsella, and CDC² Sandi Millett- Campbell

1. Call to Order: Chair Brian Bohaker called the meeting to order at 9:01 a.m.

2. Approval of the Agenda

Motion #PHAC-2017-11-06-01

It was moved by Councillor Sanford, seconded by Peter Davies to approve the agenda as presented.

Motion carried.

3. Approval of the Minutes

- Approval of the minutes of the Planning & Heritage Advisory Committee held on October 2, 2017.

Motion #PHAC-2017-11-06-02

It was moved by Councillor Sanford, seconded by Peter Davies to approve the October 2, 2017 minutes as presented. **Motion carried.**

HERITAGE ADVISORY COMMITTEE

4. Business Arising

- i. 478 St George St – Request to Alter a Heritage Property

Dr. Liscombe summarized his application. Committee members discussed and posed questions to Dr. Liscombe, who replied.

Motion #PHAC-2017-11-06-03

It was moved by Councillor Sanford, seconded by Carol Hanson that PHAC recommends to Council that the applicant at 478 St George Street be given heritage approval to install shingles in an appropriately hue to imitate the wood-look, as detailed in the application AR17-034-HER, providing the requirements of the Land Use By-Law are met. **Motion carried. One nay vote (Carol Hanson).**

ii. Heritage Properties not Recorded on Website – Update CDC³ Millett-Campbell
CAO Barr updated the committee on the status of the heritage properties listed on the Town's website.

¹ Chief Administrative Officer

² Community Development Officer

iii. Update on Council Decision - 235 St George St – Request to Alter a Heritage Property
Mayor MacDonald summarized council's discussion regarding this application. The committee discussed.

iv. Substantial and Non-Substantial changes to a heritage property – Update Chair Moody
No updates. Peter Davies relayed that he and Barry Moody have not yet been able to meet to work on this task.

5. New Business

i. Review the Building & Alterations Policy
CAO Barr relayed that this policy is going to be reviewed. Discussion ensued.

PLANNING ADVISORY COMMITTEE

6. New Business

i. Municipal Awareness Week Nov 20-26, 2017
CAO Barr summarized the events that will be taking place during Municipal Awareness Week and requested that if possible, committee members attend to represent PHAC at the evening open house.

7. Reports

- Planning Report – September 2017

The committee acknowledged the report.

- MEAC – Approved Minutes – September 14, 2017 and September 28, 2017

The committee acknowledged the minutes.

8. Business Arising: N/A

9. Next Meeting

- PHAC – December 4, 2017

10. Adjournment

Motion #PHAC-2017-11-06-04

It was moved by Councillor Sanford to adjourn the meeting at 10:27am.

Chair Brian Bohaker

Recording Secretary Amy MacManus