

**Planning & Heritage Advisory Committee**  
**November 5, 2018 at 9:00 am**  
**Approved Minutes**

**Present:** Brian Bohaker (Chair), Councillor Holly Sanford, Carol Hanson, and Recording Secretary Amy MacManus

**Regrets:** Councillor John Kinsella, Barry Moody, , Peter Davies, Community Development Coordinator (CDC) Sandi Millett-Campbell

1. Call to Order: Chair Brian Bohaker called the meeting to order at 9:00 a.m.
2. Additions to the Agenda:
3. Approval of the Agenda

**Motion #PHAC-2018-11-05-01**

It was moved by Councillor Sanford, seconded by Carol Hanson to approve the agenda as presented.  
**Motion carried.**

4. Approval of the Minutes
  - i. Approval of the minutes of the Planning & Heritage Advisory Committee held on October 1, 2018.

**Motion #PHAC-2018-10-01-02**

It was moved by Councillor Sanford, seconded by Carol Hanson to approve the October 1, 2018 minutes as presented. **Motion carried.**

**HERITAGE ADVISORY COMMITTEE**

5. New Business
  - i. AR18-032-HER – 324 St George Street – Alterations to a Registered Heritage Property

**Motion #PHAC-2018-10-01-03**

It was moved by Councillor Sanford, seconded by Carol Hanson to recommend to council that the applicant at 324 St. George Street be given heritage approval to replace the current windows with vinyl windows all the same size and include a sliding door with a Juliet balcony on the side of the building as detailed in the application AR18-032-HER, providing the requirements of the Land Use By-Law are met.  
**Motion carried.**

- ii. AR18-034-HER – 164 St George Street – Alterations to a Registered Heritage Property

**Motion #PHAC-2018-10-01-04**

It was moved by Councillor Sanford, seconded by Carol Hanson to recommend to Council that the applicant at 164 St. George Street be given heritage approval to install aluminum seamless gutters and down spouts as detailed in the application AR18-034-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

- iii. Membership Renewal for 2 years for Peter Davies & Barry Moody

Barry offered re-appointment via email. Item to be added to next month's agenda as Peter Davies not present.

6. Business Arising

i. Substantial and Non-Substantial changes to a heritage property – Update Chair Moody  
Barry Moody not in attendance therefore item not discussed.

**PLANNING ADVISORY COMMITTEE**

7. New Business

8. Reports

i. Planning Report – September 2018  
The Committee acknowledged.

ii. MEAC – Approved Minutes September 20, 2018 & October 4, 2018  
The Committee acknowledged.

9. Business Arising

10. Next Meeting

- PHAC – December 3, 2018

11. Adjournment

Councillor Sanford moved adjournment at 9:08 a.m.