

**Planning & Heritage Advisory Committee
Approved Minutes
June 7, 2021 at 9:00 a.m.**

1. Call to Order	Chair Bohaker called the meeting to order at 9:00 a.m.
2. Present	Brian Bohaker (Chair), Heather Sprague (Vice-Chair), Councillor Holly Sanford, Councillor Paula Hafting, Cheryl Hassen, Mike Bernard, Chief Administrative Officer (CAO) Sandi Millett-Campbell, Community Development Coordinator (CDC) Ken Knox, and Recording Secretary Taylor Robinson. Two members of the public joined the meeting. All members joined via Zoom.
3. Absent	None
4. Additions to the Agenda	None
5. Approval of the Agenda	MOTION #PHAC2021-06-07-01 It was moved by Mike Bernard, seconded by Vice-Chair Sprague to approve the June 7, 2021 agenda as presented. Motion carried.
6. Edits to the Minutes	None
7. Approval of the Minutes	Planning & Heritage Advisory Committee Minutes – May 3, 2021 MOTION #PHAC2021-06-07-02 It was moved by Councillor Hafting, seconded by Cheryl Hassen to approve the May 3, 2021 minutes as presented. Motion carried.

PLANNING ADVISORY COMMITTEE

8. NEW BUSINESS:

a. Task Teams

CDC Knox provided a quick overview of the purpose and advantages of task teams rather than sub-committees. The Committee agreed to the new operational strategy.

9. REPORTS

a. Planning Report – April 2021

The Committee reviewed the Planning Report for April 2021. CDC Knox stated that since it is a quiet report as it was the first month in the fiscal year.

10. BUSINESS ARISING: None

HERITAGE ADVISORY COMMITTEE

11. NEW BUSINESS:

a. AR21-16-HER 228 St. George Street

CDC Knox explained that the applicant has asked for permission to add commercial signage to the building. Staff recommends that this change would not compromise the character defining elements or the overall heritage value of the building.

MOTION #PHAC2021-06-07-03

It was moved by Councillor Cheryl Hassen, seconded by Councillor Sanford that PHAC recommends to Council that the applicant at 228 St. George Street be given heritage approval to add commercial

signage as detailed in application AR21-16-HER be approved, providing all conditions of the Land Use By-Law are met. **Motion carried.**

b. AR21-17-HER 780 St. George Street

CDC Knox explained has asked for permission to change windows moving from wood to vinyl, but keeping the same pattern. A recent heat loss assessment identified that 23% of the heat loss comes from the windows with another 31% coming from air leakage. The glass on some of the windows is no longer attached to the frame. The owners of the home stated that the property has been in a state of disrepair for decades and now needs significant repairs. Staff recommends that this change would not compromise the Character Defining Elements or the overall heritage value of the building.

MOTION #PHAC2021-06-07-04

It was moved by Mike Bernard, seconded by Cheryl Hassen that PHAC recommends to Council that the applicant at 780 St George Street be given heritage approval to windows changing materials (vinyl) but keeping the same pattern as detailed in application AR21-17-HER be approved, providing all conditions of the Land Use By-Law are met. **Motion carried.**

c. AR21-18-HER 158 St. George Street

CDC Knox reported the applicant has asked for permission erect the brick chimney on the building. Staff recommends that this addition would not compromise the heritage value of the building.

MOTION #PHAC2021-06-07-05

It was moved by Councillor Hafting, seconded by Mike Bernard that PHAC recommends to Council that the applicant at 158 St George Street be given heritage approval to erect a brick chimney, as detailed in application AR21-18-HER, providing all conditions of the Land Use By-Law are met. **Motion carried.**

12. BUSINESS ARISING: None

13. CORRESPONDENCE: None

14. NEXT MEETING: July 5, 2021 at 9:00 am

15. ADJOURNMENT: Mike Bernard moved adjournment at 9:13 a.m.

Chair Brian Bohaker

Recording Secretary Taylor Robinson