

Planning & Heritage Advisory Committee
 Approved Minutes
 October 7, 2024 at 9:00 am

1. Call to Order	Chair Allan called the meeting to order at 9:00 am
2. Present	Chair Wilfred Allan, Mike Bernard, Rod Whale, Councillor Holly Sanford, Director of Municipal Operations and Development (DMO/D) Ken Knox, CAO Sandi Millett-Campbell, and Recording Secretary Kim Dunning
3. Regrets	Vice Chair Anne Crossman and Councillor Paula Hafting
4. Absents	
5. Additions to the Agenda	None
6. Approval of the Agenda	MOTION #PHAC2024-10-07-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried.
Edits to the Minutes	None
7. Approval of the Minutes	MOTION #PHAC2024-10-07-02 It was regularly moved and seconded to approve the minutes of September 3, 2024 as presented. Motion carried.

PLANNING ADVISORY COMMITTEE

8. NEW BUSINESS

i. Welcome New Member

Chair Allen welcomed new member Rod Whale to this Committee. Rod Whale is the new owner of Bailey House and gave a brief review of their background, and why they wanted to join this committee.

9. REPORTS

i. Planning Reports – August/September 2024 reports were reviewed by the Committee. DMO/D Knox gave a review of these reports to the Committee.

10. UNFINISHED BUSINESS

None

HERITAGE ADVISORY COMMITTEE

11. NEW BUSINESS

i. 24-27-HER 238 St. Anthony Street

DMO/D Knox reviewed the application to change the direction of the stairs. Currently, the stairs face the sidewalk and will now go down to the side of the property. CAO Millett-Campbell asked if they were extending the porch and DMO/D Knox responded that this isn't the case.

MOTION #PHAC 2024-10-07-03

It was regularly moved and seconded that PHAC recommends to Council that approval be given to the applicant at 238 St Anthony Street to rebuild a small front deck (in the same material/style), reorienting the steps to exit to the side, as detailed in the application AR24-27-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

ii. Town Crier Newsletter

DMO/D Knox thinks this is a good idea to have a page in each issue. CAO Millett-Campbell added this would be a good idea to explain different processes (e.g. new signs), educational pieces. Councillor Sanford agrees that this would be of benefit to residents. Chair Allan will share ideas with the Committee. Suggestions were:

- Windows replacement (podcast)
- Why does Annapolis have a Heritage Committee?
- Highlight King's Theatre (what they have done)

ACTION: Send information to Recording Secretary Dunning to add to November Town Crier Newsletter

NAME: Chair Allan

DUE: September 16, 2024

iii. Queen Anne Inn Sign

DMO/D Knox advised that they had put up a new sign without permission, and they will meet with the owners to discuss this. They will have an update at the next meeting.

iv. Councillors Leaving

Chair Allan would like to thank Councillors Sanford and Hafting for their contribution to PHAC. Councillor Sanford replied that they have enjoyed their time with PHAC, and it is important to have this Committee.

11. UNFINISHED BUSINESS

None

12. CORRESPONDENCE

None


13. NEXT MEETING

December 2, 2024 at 9:00 am

14. ADJOURNMENT

The meeting was adjourned at 9:41 am.


Chair, Wilfred Allan


Recording Secretary, Kim Dunning