



## **Meeting Minutes**

### **Heritage Advisory Committee**

**Thursday October 10, 2024**

**5pm – Council Chambers, 63 King St**

#### **COMMITTEE MEMBERS IN ATTENDANCE:**

Sandra Walsh, Chair, Public Member  
Chris Sharpe, Shelburne Historical Society Member  
Cady Berardi, Shelburne Historical Society Member  
Janet Stritychuk, Public Member

#### **ALSO IN ATTENDANCE:**

Mike Khan, Senior Planner  
Jessie Dyer, Recording Secretary

#### **REGRETS**

Andrew Goreham, Manager of Inspection Services  
Sarah Mattatall, CAO  
Ken Smith, Deputy CAO  
Sheldon Ringer, Council Member  
Ben Nickerson, Council Member

#### **1. CALL TO ORDER:**

The meeting was called to order at 5:01pm by Sandra Walsh, Chair of the Heritage Advisory Committee.

#### **2. APPROVAL OF AGENDA**

- a. October 10<sup>th</sup>, 2024

#### **2(a) MOTION: APPROVAL OF AGENDA – October 10<sup>th</sup>, 2024**

THAT the Agenda for the Regular Meeting of the Heritage Advisory Committee for October 10<sup>th</sup>, 2024, be approved.

**Chris-Janet**

**CARRIED**

#### **3. MOTION: APPROVAL OF MINUTES – July 4<sup>th</sup>, 2024**

THAT the Minutes for the Regular Meeting of the Heritage Advisory Committee for July 4<sup>th</sup>, 2024, be approved.

**Chris-Cady**

**CARRIED**

**4. COMMITTEE ITEMS:**

a. Planner Update

- 4(a) Mike Kahn gave a brief update in regards to Heritage Preservation as well as variances for Historical Homes. He also updated us on a new residential apartment zone and let us know that the Historic Waterfront is not eligible as an apartment zone. Mike will be the contact to sign off on any variances instead of Andrew Goreham. Looking at taking a proactive approach for properties and the surrounding neighbours before any changes are made not after, this will help streamline any complaints or concerns before any changes as made. Until any changes and updates are granted the old By-Law is still applies. Once new Council is elected he will ask to start public engagement sessions.

**5. NEW BUSINESS**

- 5(a) During the round table discussion it was decided that the Committee should discuss the criteria for the designation of Heritage Properties. Cady will compile a list of candidates for designation and the Committee will evaluate.
- 5(b) The committee decided all future meetings will be held on the first Thursday of the month in a bi-monthly format, with the time changing to 3:00pm instead of the previous 5:00pm. This allows for all meetings to be held during working hours. Meetings will continue to be held in the new Council Chambers at 63 King St.

**6. UPCOMING MEETING DATES AND TIMES:**

The next HAC meeting will be held on Thursday December 5<sup>th</sup>,2024 in Council Chambers (63 King St.) at 3:00 pm.

**7. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 5:42pm.

**Cady-Chris**