



## **Meeting Minutes**

### **Heritage Advisory Committee**

**Thursday October 10<sup>th</sup>, 2024**

**5pm – Council Chambers, 168 Water Street**

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

Sheldon Ringer, Council Member

Ben Nickerson, Council Member

Chris Sharpe, Shelburne Historical Society Member, Acting Chair

Cady Berardi, Shelburne Historical Society Member

Janet Stritychuk, Public Member

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

Andrew Goreham, Manager of Inspection Services

Janice MacKinley, acting Recording Secretary

Mike Khan, Senior Planner

#### **REGRETS**

Sandra Walsh, Chair, Public Member

Jessie Dyer, Recording Secretary

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

The meeting was called to order at 5:00pm by Chris Sharpe, Acting Chair of the Heritage Advisory Committee.

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

- a. July 4, 2024

#### **2(a) MOTION: APPROVAL OF AGENDA – July 4, 2024**

THAT the Agenda for the Regular Meeting of the Heritage Advisory Committee for July 4, 2024, be approved.

**Sheldon-Andrew**

**CARRIED**

#### **3. MOTION: APPROVAL OF MINUTES – May 2, 2024**

THAT the Minutes for the Regular Meeting of the Heritage Advisory Committee for May 2, 2024, be approved.

**Cady-Janet**

**CARRIED**

#### **4. COMMITTEE ITEMS:**

##### **a. Planner Update**

4(a)

##### **Property updates**

114 Water Street – Comfort Letter – speaks to heritage nature of property and encroachment issue.

##### **Secondary Plan**

A secondary plan is a land use planning document that outlines specific policies for a part of Town, in this case the Historic Waterfront. It could speak to parking, the waterfront itself (say from an environmental vs. heritage standpoint) and other matters related to the area, either in broad terms, ‘new development will be in keeping with the character of the existing neighbourhood’ or specific, ‘all structures will be clad in wood or material visually similar to wood, not exceed X feet high, windows in keeping with schedule X, etc’. Approval of this plan requires public engagement.

Examples: Halifax’s Secondary Plan or Chester’s Secondary Plan

##### **What was discussed:**

The committee was interested in the idea of looking at waterfront issues or other matters outside strictly heritage matters, at least without more representation. Briefly spoke about a Planning Advisory Committee and its role compared to HAC.

##### **Conservation District**

Provides protection for heritage districts under the Heritage Act. Creation of a heritage district requires a heritage plan and bylaw, stating the specific rules and regulations around heritage properties. Potentially the heritage plan could be contained in the Secondary Plan.

##### **What was discussed:**

Concerns about property owners being on board. Looking to speak to Hillary Grant, Heritage Officer with the Town of Lunenburg about talking about Lunenburg’s experience with the HAC.

##### **Site Plans and Development Agreements**

A site plan is type of development approval, like a development permit, which currently we can’t use to regulate heritage elements, but HRM can through their Charter. This might be something to lobby the Province to enable us to use the same tool. The alternative for the Town is Development Agreements, but those are the longest and most complex approval process, every development would require public engagement and Council approval.

Not much was discussed on this topic other than what other municipalities are doing.

**5. NEW BUSINESS**

No new business was presented. This meeting was more so an information/ update session.

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

The next HAC meeting will be held on Thursday, September 5, 2024, in the new Town Council Location.

63 King St- Community Centre, Meeting Room B (Council Chambers) at 5:00 pm.

**7. ADJOURNMENT:**

There being no further business, the meeting was adjourned at 5:45pm.

**Ben**