



Heritage Advisory Committee Minutes

Date: Thursday, August 8, 2019
 Time: 12:00 pm
 Location: Knox Mountain Meeting Room (#4A)
 City Hall, 1435 Water Street

Committee Members Present: Lorri Dauncey, Clea Haugo, Gord Lovegrove, Amanda Snyder, Stoke Tonne and Rob Wilkinson

Committee Members Absent: Doug Jooristy

Staff Present: City Clerk, Stephen Fleming; Development Planning Department Manager, Terry Barton; Urban Planning & Development Policy Manager, Laura Bentley; Planner II, Lydia Korolchuk; Planner Specialist, Jocelyn Black; Legislative Coordinator (Confidential), Clint McKenzie

1. Call to Order

Staff called the meeting to order at 12:04 p.m.

Introductions of Committee members and staff were made.

2. Committee Orientation

Staff displayed a PowerPoint presentation providing an overview of the purpose, scope of work of the Committee, its meeting procedures and member's voting criteria.

The Nomination of a Chair and Vice-Chair were discussed. The Committee requested that the selection of these positions be scheduled at the start of the next meeting.

Staff:

- Displayed a PowerPoint presentation providing an overview of the Planning process and the roles of Policy and Planning, Community Planning and Development Services.

- Reviewed the impact of the Official Community Plan (OCP) on heritage planning and the heritage conservation tools available when reviewing and providing recommendations on applications.

- Noted a process change since the last Committee of the City requesting third party Heritage Impact Assessments to accompany major heritage applications. This practice will continue as the assessments will assist the Committee in discussing and providing recommendations on applications.

The Committee discussed the importance of Alternates participating. Alternates are encouraged to attend all meetings in order to stay active on current issues and more engaged with the Committee. Alternates are to be involved in discussing applications but do not vote unless a Committee member is absent.

The Committee inquired as to whether the Heritage Registry will be reviewed in the near future and will the Committee be involved.

Staff:

- Indicated at this point the Heritage Registry is reviewed on a case by case basis when there is an application request to be put on or taken off the registry.
- Noted that the Heritage Conservation guidelines will be reviewed during the upcoming review of the OCP and will be brought to the Committee for input.
- Noted that updates on Council decisions regarding heritage applications will be a standing agenda item on monthly Committee meetings.
- Will work with applicants to provide more contextual information on the neighbouring properties. This was an improvement request from the previous Committee.
- Confirmed that applications being reviewed by the Committee will accompany the electronic agenda in advance of each monthly meeting.
- Noted the resource binder will be provided electronically to the Committee.

The Committee members provided more background regarding their involvement in heritage in the community.

Staff thanked the Committee for their commitment to volunteering their time on the Heritage Advisory Committee during the 2018-2022 term.

3. Next Meeting

The next Committee meeting has been scheduled for September 19, 2019.

4. Termination of Meeting

The meeting terminated at 1:09 p.m.

Chair

/cm