

Planning & Heritage Advisory Committee
 Approved Minutes
 November 3, 2025 at 3:55 pm

1. Call to Order	Chair Allan called the meeting to order at 3:55 pm
2. Present	Chair Wilfred Allan, Vice Chair Anne Crossman, Councillor Lynn Myers, Director of Municipal Operations and Development (DMO/D) Ken Knox, Mike Bernard, Rod Whale, CAO Sandi Millett-Campbell and Recording Secretary Kim Dunning
3. Regrets	Councillor Adele MacDonald
4. Absents	None
5. Additions to the Agenda	None
6. Approval of the Agenda	MOTION #PHAC2025-11-03-01 It was regularly moved and seconded to approve the agenda as presented. Motion carried.
7. Disclosure of Conflict of Interest Issues	None
Edits to the Minutes	None
8. Approval of the Minutes	MOTION #PHAC2025-11-03-02 It was regularly moved and seconded to approve the minutes of October 6, 2025 as presented. Motion carried.

HERITAGE ADVISORY COMMITTEE

9. **NEW BUSINESS**

i. **Reappointments**

CAO Millett-Campbell advised that, currently, the only reappointment that is due for renewal is Chair Wilfred Allan. The question was asked if they would be continuing with their reappointment from January 1, 2026 and Chair Wilfred Allan responded that they will not be continuing with their appointment, and added that they will attend the December 2025 meeting.

- ii. 25-24-HER – 499 St. George Street
DMO/D Knox advised that they have received a request to add a deck and a privacy screen at the rear of the property. Deck is considered an accessory structure and is the reason why it needs to be approved by PHAC and Council.

MOTION #PHAC2025-11-05-03

It was regularly moved and seconded to recommend to Council that the applicant at 499 St George Street be given heritage approval to add a deck and privacy screen at the rear of the property as detailed in the application 25-24-HER, providing the requirements of the Land Use By-Law are met. **Motion carried.**

10. UNFINISHED BUSINESS
None

PLANNING ADVISORY COMMITTEE

11. NEW BUSINESS
None
12. UNFINISHED BUSINESS
None
13. REPORTS
None. The report for the last two months will be shared at the next meeting as there wasn't a Council meeting on the third Wednesday in October.
14. CORRESPONDENCE
None
15. NEXT MEETING
December 1, 2025 at 4:00 pm
16. ADJOURNMENT
The meeting was adjourned at 4:05 pm.

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Chair
Wilfred Allan

A handwritten signature in blue ink, appearing to read "K. Dunning", is written over a horizontal line.

Recording Secretary
Kim Dunning

