



**HERITAGE ADVISORY COMMITTEE  
SPECIAL MEETING  
DRAFT MINUTES  
January 27, 2021**

**PRESENT:** Lois Yorke, Chair  
Patrick Connor, Vice Chair  
Marisha Caswell  
Jennifer Clarke-Hines  
Sandra Nowlan  
David Atchison  
Jenny Lugar  
Cassandra Baccardax  
Leslie Digdon  
Councillor Iona Stoddard  
Councillor Patty Cuttell

**REGRETS:** Luke Stock

**STAFF:** Seamus McGreal, Planner III, Heritage Planning  
Jesse Morton, Planner II Heritage Planning  
Paul Boucher, Planner I Heritage Planning  
Aaron Murnaghan, Principle Heritage Planner  
Kurt Pyle, Program Manager Regional Planning  
Simon Ross-Siegel, Legislative Assistant  
Sharon Chase, Legislative Support

*These minutes are considered draft and will require approval by the Heritage Advisory Committee at a future meeting.*

*The following does not represent a verbatim record of the proceedings of this meeting.*

*The agenda, reports, supporting documents, and information items circulated are online at [halifax.ca](http://halifax.ca).*

*These minutes are considered draft and will require approval by Heritage Advisory Committee at a future meeting.*

*The meeting was called to order at 3:08 p.m., the Committee adjourned at 4:59 p.m.*

## **1. CALL TO ORDER**

Lois Clarke, Acting Chair called the meeting to order at 3:08 p.m.

### **1.1 Annual Election of Chair and Vice Chair**

Simon Ross-Siegel, Legislative Assistant called for nominations for the position of Chair of the Heritage Advisory Committee

MOVED by Jenny Lugar, seconded by Jennifer Clarke-Hines

**THAT Jenny Lugar be nominated as Chair of the Heritage Advisory Committee.**

**MOTION PUT AND PASSED.**

Simon Ross-Siegel called three times for further nominations for the position of Chair. There were no further nominations.

MOVED by Marisha Caswell, seconded by Councillor Cuttell,

**THAT nominations for the position of Chair of the Heritage Advisory Committee be closed.**

**MOTION PUT AND PASSED.**

Jenny Lugar was elected as Chair of the Heritage Advisory Committee.

Jenny Lugar called for nominations for the position of Vice Chair of the Heritage Advisory Committee

MOVED by Patrick Connor, seconded by Councillor Cuttell

**THAT Patrick Connor be nominated Vice Chair of the Heritage Advisory Committee**

**MOTION PUT AND PASSED.**

Jenny Lugar called three times for any further nominations. There were no further nominations.

MOVED by Cassandra Baccardax, seconded by Councillor Cuttell,

**THAT nominations for the position of Vice Chair of the Heritage Advisory Committee be closed.**

**MOTION PUT AND PASSED.**

Patrick Connor was elected as Vice Chair of the Heritage Advisory Committee.

## **2. APPROVAL OF MINUTES – December 9, 2020**

MOVED by Patrick Connor, seconded by Marisha Caswell

**THAT the minutes of December 9, 2020 be approved as circulated.**

**MOTION PUT AND PASSED.**

### **3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS**

MOVED by Lois Yorke, seconded by Patrick Connor

**THAT the agenda be approved as presented.**

**MOTION PUT AND PASSED.**

### **4. BUSINESS ARISING OUT OF THE MINUTES**

Simon Ross-Siegel noted that the continuation of the discussion on Item 7.3.1 Alternative Compliance of Building Codes for Heritage Buildings will be placed on the agenda for the February meeting.

### **5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS**

Chair Jenny Lugar declared a conflict for Item 9.1.3 Case 23066: Development Agreement for 1029 Tower Rd stating that the member' partner works for the applicant and excused themselves from involvement and discussion of this item.

### **6. CONSIDERATION OF DEFERRED BUSINESS – NONE**

### **7. CORRESPONDENCE, PETITIONS & DELEGATIONS- NONE**

### **8. INFORMATION ITEMS BROUGHT FORWARD – NONE**

### **9. REPORTS**

#### **9.1 STAFF**

##### **9.1.1 HRM Boards and Committees Orientation**

The following was before the Committee:

- A staff presentation dated January 27, 2021

Simon Ross-Siegel provided a presentation a copy of which is on file.

The decision making process for the Halifax Regional Municipality was shared and the role of advisory boards and committees in that process. The committee's specific roles are defined in their Terms of Reference. The Heritage Advisory Board generally reports to the Community Planning and Economic Development Standing Committee and occasionally directly to Regional Council on heritage planning matters. The work of the committee is governed by the NS Heritage Property Act, HRM By-Law 200 and Administrative Order 1. Roles for Chair, Vice Chair, Councillors, Staff and Legislative Assistant were defined. Ross-Siegel walked the Committee through an agenda, highlighting requirements for adding items to an agenda and the rigor around conflict of interest. Member conduct and communication coming from the committee were also reviewed.

##### **9.1.2 Heritage Property Act Orientation**

The following was before the Committee:

- A staff presentation dated January 27, 2021

Staff from Heritage Planning introduced themselves to the Committee. It was noted that there will be a new position of Heritage Researcher joining the team.

Aaron Murnaghan, Principle Heritage Planner provided a presentation a copy of which is on file.

The Heritage Property Program was reviewed, highlighting that HRM has 500 registered heritage properties and three Heritage Conservation Districts. Roles of staff and the Committee were outlined. Legislative authority is provided by the Heritage Property Act of Nova Scotia which covers: registered properties, heritage conservation districts and cultural landscapes. Additional guiding policies and regulations were noted. The definition of a registered heritage property was reviewed and recent examples provided, highlighting the work and areas of attention for the Committee. Heritage Conservation Districts and how they are identified was reviewed along with maps and illustrations of existing and potential districts. Murnaghan noted the success of the Heritage Conservation District Incentive Program. Other forms of heritage protection were also identified. Important links for key information useful to the Committee were shared.

### **9.1.3 Case 23066: Development Agreement for 1029 Tower Rd**

The following was before the Committee:

- A staff recommendation report dated December 24, 2020
- A staff presentation dated January 27, 2021

Vice Chair Patrick Connor assumed the Chair for the discussion of Item 9.1.3.

Seamus McGreal, Planner III provided a presentation.

A development application has been submitted for Dr. James Doull House at 1029 Tower Road, a municipal heritage property. Maps and photos showed the site context as a part of the Victorian Streetscape. The proposal is for: construction of a new 3-storey building, new commercial use for the heritage building and general conservation of the heritage building. Elevations were shared showing the repositioning of the heritage building, the design of the new building, construction of a rear addition and alterations to meet building code requirements. The substantial alteration application was approved by Regional Council in November 2020. The site is subject to its designation as medium density residential and Heritage Policy 6.8. Public engagement was done in the form of a survey to 656 households. McGreal summarized the feedback gathered from the 17 responses received. The Heritage DA Process was reviewed, indicating what has taken place and the next steps.

McGreal confirmed that the heritage building would be turned 90 degrees to face Tower Road and set back from the road near the north property line. New composite board siding will be used to meet fire ratings.

The Committee discussed the design of the new building and how it fits in with the Victorian Streetscape and nearby buildings. Conservation standards for new construction was reviewed. It was noted that the applicant worked through the substantial alteration process when demolition was still an option. Committee feedback on the design will be shared with the applicant and can also be considered at the permit review stage.

MOVED by David Atchison, seconded by Jennifer Clarke-Hines

**THAT the Heritage Advisory Committee recommend that Halifax and West Community Council:**

- 1. Give notice of motion to consider the proposed development agreement, as set out in Attachment A of the December 24, 2020 report, to allow a three-storey multi-unit residential building and a commercial use on the registered heritage property located at 1029 Tower Road and schedule a public hearing;**
- 2. Approve the proposed development agreement, which shall be substantially of the same form as set out in Attachment A; and**

**3. Require the agreement to be signed by the property owner within 120 days, or any extension thereof granted by Council on request of the property owner, from the date of final approval by Council and any other bodies as necessary, including applicable appeal periods, whichever is later; otherwise this approval will be void and obligations arising hereunder shall be at an end.**

**MOTION PUT AND PASSED.**

#### **9.1.4 H00500: Development within Heritage Properties in the South End**

The following was before the Committee:

- A staff recommendation report dated December 22, 2020
- A staff presentation dated January 27, 2021

Chair Jenny Lugar rejoined the meeting and assumed the Chair.

Seamus McGreal, Planner III provided a presentation.

This report originated from a request by Regional Council in October 2019. It looks at the potential for integrated development on registered heritage properties within the South End Plan Area with the goal of providing land use policy and standards that supports heritage conservation. Maps of the South End Area were shared showing examples of how policy and zoning worked in the development of Schmidville. Policy 6.8, the Heritage Property Act and HRM conservation standards are considerations for this work. It was noted that Developers were looking for opportunities and incentives for projects in the South End Area.

Staff looked at three options to address the issues:

- Expanding development potential under Centre Plan, Package B
- Expanding development potential for historic buildings prior to heritage registration
- Expanding development potential within Heritage Conservation Districts

McGreal reviewed each option indicating required changes to policy; merits and risks for HRM and stakeholders; what would be viewed as interim measures and long-term solutions. McGreal concluded with the staff recommendation.

McGreal confirmed that when neighbourhood boundaries are being created, particular buildings could be identified and excluded from the historic district designation (i.e. the NSLC building in Schmidville). They clarified that Policy 6.8 would be replaced in the Centre Plan with Policy 5.6.

McGreal added that the use of Heritage Conservation Districts provides a comprehensive development plan which would include design guidelines allowing for more as of right development and eliminate the Development Agreement process in these areas.

MOVED by David Atchison, seconded by Councillor Cuttall

**THAT the Heritage Advisory Committee recommend that Regional Council direct the Chief Administrative Officer to identify additional heritage conservation district study areas within the South End Plan Area, as per Option 3 of the December 22, 2020 report, for potential inclusion in the Regional Centre Secondary Municipal Planning Strategy.**

**MOTION PUT AND PASSED.**

#### **9.2 MEMBERS OF THE HERITAGE ADVISORY COMMITTEE – NONE**

#### **10. MOTIONS/DISCUSSION – NONE**

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**Heritage Advisory Committee  
Special Meeting Draft Minutes  
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**11. ADDED ITEMS – NONE**

**12. DATE OF NEXT MEETING – February 24, 2021**

**13. ADJOURNMENT**

The meeting adjourned at 4:59 p.m.

Sharon Chase  
Legislative Support