



# MINUTES

## Heritage Revitalization Advisory Commission (HRAC)

Tuesday, December 15, 2015 at 5:00 p.m.

Council Chambers, City Hall

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- PRESENT:** Chair – Marnie Craig; Members – Allen McDermid, Ann Rogers, Tamara Hutchinson, Jennifer Robinson, Maureen Martin; Allen McDermid; Council Liaison – Mayor Aaron Stone; Staff Liaison & Recorder – Margaret Paridaen
- ABSENT:** Bernardien Knol (LDHS member)
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The meeting was called to order at 5:05pm HRAC members were invited to start the meeting with seasonal refreshments.

### 1. AGENDA

It was moved, seconded and carried that the amended Agenda of December 15, 2015 be approved with the addition of the following, 4(b) 460 Realty Sign; and 6(b) 2016 Budget.

### 2. MINUTES

It was moved, seconded and carried that the Minutes of November 17, 2015 be adopted.

### 3. COUNCIL REFERRALS/UPDATES

None.

### 4. SIGN/FAÇADE APPLICATIONS

a) Proposed new sign for Kaede Sushi & Grill (734 Esplanade Avenue)

The Sign application was sent to HRAC members for an email review on December 4th, and was further discussed at the meeting.

It was moved, seconded and carried that the Heritage Revitalization Advisory Commission supports the proposed sign for Kaede Sushi & Grill (734 Esplanade Avenue). HRAC recommends that the building owner of 734 Esplanade Avenue do a multi-tenant plan for the free-standing sign.

b) Proposed new sign for 460 Realty (#102, 626 First Avenue)

A sign permit application was presented by Planner, M. Paridaen for 460 Realty at #102, 626 First Avenue. HRAC members discussed the proposed sign.

It was moved, seconded and carried that the Heritage Revitalization Advisory Commission does not generally support the sign design for 460 Realty (#102, 626 First Avenue) as presented and suggests that the hanging sign design is more suitable (with the blue 460 Realty logo) and also suggests that the framed fascia sign be placed in the upper right corner of the building side to have a more positive impact. HRAC also recommends that all multi-tenant building owners in the Downtown area provide a signage plan for the whole building.

### 5. HERITAGE PROJECT UPDATES

a) Heritage Building Plaques

There was review and discussion about naming conventions and two photo substitutions for the plaques. The Railway Station plaque will be delayed until the building is upgraded and the area is ready for public access. The plaque drafts will be prepared for final review by Development Services and for distribution to building owners for installation approval.

b) Transfer Beach Pictorial

Staff reported that the Province has given a funding extension for the project to June 2016. Staff will continue with revisions and preparation of the pictorials for sign production. A copy of the pictorial drafts has been provided by staff to the Historical Society for their review. M. Craig recommends that the Maritime Society also review the pictorial drafts.

**6. NEW BUSINESS**

a) Planning for Heritage Week 2016

M. Paridaen proposed that the focus of the Heritage Week 2016 be on promoting the existing heritage brochures (Buildings and Artifacts). These walking tours nicely express the provincial theme: "Distinctive Destinations: Experience Historic Places" Components of Heritage Week were suggested:

Task	Responsible	Budget	Completion Date
Poster design and production	M. Paridaen	\$550	Jan 14
Mayoral Proclamation	M. Paridaen		Jan 14
Town signs Feb 10-22	M. Paridaen	\$100	Jan 29
Ads	M. Paridaen	\$200	Jan 29
Organize walking tours	HRAC	\$300	Jan 14

b) 2016 Budget

Staff presented the 2016 proposed HRAC budget. HRAC asked to discuss the 2016 Budget at the January meeting.

**7. CORRESPONDENCE**

None.

**8. UPDATES**

Mayor Stone announced that Councilor Rob Hutchins will take over the Council Liaison role starting in 2016, and Mayor Stone will be the Alternate. The HRAC meeting schedule will be changed to the 2<sup>nd</sup> Thursday of each month at 5:00pm in Council Chambers.

**9. NEXT MEETING**

January 14, 2016

**10. ADJOURNMENT**

It was moved, seconded and carried that the meeting be adjourned at 7:20pm.

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Chair (M. Craig)

RECEIVED:

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Corporate Officer (S. Bowden)