

**Heritage Advisory Committee
Mahone Bay**

MINUTES

**Mahone Bay Fire Hall
September 12th, 2018**

Present: Councillor Penny Carver (acting chair)
Michael O'Connor (Founders Society), Chris Berkeley (Community)
Town of MB CAO Dylan Heide
Advisor/Secretary: Deborah Trask
Regrets: Councillor Joseph Feeney (in Ottawa), Dell Macomber (in hospital)

Call to Order the Chair called the meeting to order at 5:35 PM

1. Approval of agenda:

Approved by consensus

2. Approval of minutes of meeting held June 13th, 2018:

moved by Michael, seconded by Chris *carried*

3. Business Arising –

a. follow-up on outreach letters

The Committee went over the list of property owners who received letters in the spring, and the personal contacts that were made later. Three properties have expressed interest in further information – Michael, Penny and Deborah will follow up with them.

24 Pleasant St. registration is in process – this will take some time but is well underway.

b. financial incentives proposal

Penny reported that the incentive guidelines drafted at the June HAC meeting were received at Council on June 28th and referred to staff for clarification of details and policy format. There was some discussion on the time frame for receiving applications – this will be between January 1 and March 1 of each year, for evaluation in March. If any funds remain in the budget, the remainder will be allocated on a first-come first-served basis. Dylan will make the necessary changes for presentation to the next Council meeting.

c. report on Mahone Bay Welcome

Penny and Deborah reported that Mahone Bay Welcome! Was held on Monday, June 18th, in the evening at the Mahone Bay Centre and was co-sponsored by the Chamber of Commerce, the Heritage Advisory Committee and the Mahone Bay Museum. This was the third year for this information session which is intended to better prepare front-line workers and interested others to answer common questions from visitors. Attendance was much improved over 2017 because of a more convenient time frame, and the session was open to anyone.

4. Correspondence

none

5. New Business

a. Documentation of Municipally Registered Properties

Some documentation on recently registered properties seems to be missing. Staff is sorting this out.

b. Heritage Information on the Town website

Penny asked all Committee members to explore the Town website and to consider the user-friendliness of the site in terms of accuracy, interest, and ease of finding Heritage documents and information. This will be discussed at the October meeting. Dylan might like to be part of that discussion.

6. Date of next meeting: October 10th 2018

7. Adjournment: The meeting was adjourned at 6:50 PM on a motion by Chris, seconded by Michael. *carried*

Joseph Feeney, Chair HAC

Deborah Trask, Recording Secretary