

**HERITAGE DEVELOPMENT BOARD  
OF  
THE CITY OF SAINT JOHN**

**WEDNESDAY DECEMBER 11<sup>TH</sup>, 2013**

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The meeting of the Heritage Development Board was held in the 10<sup>th</sup> Floor Boardroom of City Hall, commencing at 5:00 pm.

IN ATTENDANCE:

Leona Laracey, Chair  
Gordon Hewitt, 1<sup>st</sup> Vice Chair  
Patrick McCaffrey, 2<sup>nd</sup> Vice Chair  
Councillor Donna Reardon  
Scott Rinehart  
Bob Boyce  
Colin Waldschutz  
Elizabeth McGahan  
Alex Pesold

Jill Good, Recording Secretary  
Alice Fudge, Heritage Officer  
Amy Poffenroth, Deputy Commissioner

REGRETS:

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**ITEM 1.0      AGENDA**

The following item was added to the agenda under Other Business:

Item 3.2 Demolition of Heritage Assets  
Item 3.3 Cathedral

***MOVED** by Elizabeth McGahan, **SECONDED** by Scott Rinehart to approve the agenda as amended.*

***CARRIED.***

**ITEM 2.0      MINUTES**

**ITEM 2.1      MINUTES OF THE NOVEMBER 27<sup>TH</sup>, 2013 MEETING**

***MOVED** by Gord Hewitt **SECONDED** by Scott Rinehart to approve the November 27<sup>th</sup>, 2013 minutes as circulated.*

***CARRIED.***

**ITEM 3.0 BUSINESS ARISING**

**ITEM 3.1 ELECTION OF OFFICERS**

Chair

Leona Laracey assumed the position of Board Secretary as outgoing Chair and called for nominations for the position of Chair. Bob Boyce was nominated for the position, and nominations were called for three times. There being no further nominations, nominations ceased, Bob Boyce accepted the nomination.

Bob Boyce was declared Chair.

1<sup>st</sup> Vice Chair

Leona Laracey called for nominations for the position of Vice Chair. Patrick McCaffrey was nominated. Nominations were called for three times. There being no further nominations, nominations ceased. Patrick McCaffrey accepted the nomination.

Patrick McCaffrey was declared 1<sup>st</sup> Vice Chair.

2<sup>nd</sup> Vice Chair

Leona Laracey called for nominations for the position of 2<sup>nd</sup> Vice Chair. Elizabeth McGahan was nominated. Nominations were called for three times. There being no further nominations, nominations ceased. Elizabeth McGahan accepted the nomination.

Elizabeth McGahan was declared 2<sup>nd</sup> Vice Chair.

**ITEM 3.2 UPDATE ON 100 WATSON STREET & 183 DUKE STREET WEST**

Heritage Officer, Alice Fudge advised that the public hearing for 100 Watson Street & 183 Duke Street West with regards to the request for removal from the King Street West Heritage Conservation area, has been postponed until February 3, 2014. She advised that the applicant Susan Jack has been notified of the change of date.

**ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS**

There were no guests present.

**ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**

There were no applications.

**ITEM 6.0 REPORTS**

There were no reports.

**ITEM 7.0 OTHER BUSINESS****ITEM 7.1 UPDATE ON THE 2013 HERITAGE GRANTS**

Alice Fudge provided the Board with an update on the total amount of grant funding disbursed this year. There were a total of 37 grants conditionally approved this year, 21 submissions and 19 grants approved, for a total of \$26,812.70 in grant funding to be released.

In October there was a letter mailed out to all conditionally approved applicants reminding them of the November 29<sup>th</sup> deadline for submission as well as information outlining the program and what paperwork was required.

The Board expressed their concerns in the decrease in the total of submissions, but were very pleased with the quality of work completed and staff relayed that of those submitted they were complete, proper and made on time. Board members requested that staff review the remaining applications and determine if the decrease in submissions could be related to a decrease in overall economic activity, projects not being completed, public perception, shortage of staff, decrease in total grant funding etc. Board members and staff agreed that it was important to understand the reasons for the decrease in applications. Leona Laracey requested that staff and Board members review a report that had been prepared in 2008 by the Wright Agency entitled "Saint John Heritage Awareness Plan"

Amy Poffenroth advised that in the next month, staff would be reviewing the current funding ratios and the report from Deloitte concerning the Heritage Grant program and administrative process improvements and that a report would be brought to the Board for the January 22nd, 2014 meeting. Ms. Poffenroth advised that staff would be bringing forth a new grant policy and changes to our current process in the New Year and she recommended that grant applications in early 2014 be tabled until the process is put in place.

**ITEM 7.2 CATHEDRAL OF THE IMMACULATE CONCEPTION, 91 WATERLOO STREET**

Alice Fudge advised the Board that she has received correspondence from Gilles Bourque, Acting Manager of Historic Places Section for the Province of New Brunswick on November 20<sup>th</sup>, 2013 that the Cathedral at 91 Waterloo Street be designated as a provincial heritage place. Ms. Fudge advised that there was a 30 day period during which time the public can submit their objections to the designation of the property. Board members did not express any objection.

**ITEM 7.3 UPDATE ON 115 PRINCE WILLIAM STREET**

Alice Fudge provided the Board with an update that the property at 115 Prince William Street has been sold. She has been contacted by the architect hired by the new owners, and it is their intention to create luxury apartment units. Ms. Fudge advised that while the majority of the renovations will be interior, there will be minor repairs to the exterior that may see an application for a Certificate of Appropriateness before the Board in the New Year.

**ITEM 7.4 MEMORANDUM: ABC'S & RTIPPA**

A memorandum concerning the general guidance to local boards of the City of Saint John regarding their obligations under the *Right to Information and Protection of Privacy Act*, from David Burke, Access & Privacy Officer was received and filed by the Board.

**ITEM 8.0 NEXT MEETING**

The next regular Board meeting will be held January 8<sup>th</sup>, 2014

**ITEM 9.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 6:10 p.m.

Amy Poffenroth, P.Eng, MBA  
Deputy Commissioner,  
Growth & Community Development Services