

## **Town of Amherst Planning Advisory Committee Minutes**

**Date of Meeting:** Monday, March 11, 2019  
**Location:** Council Chambers, Town Hall

**Members Present:** Deputy Mayor Sheila Christie  
Councillor Terry Rhindress (Vice Chair)  
Citizen Appointee Gordon Goodwin  
Citizen Appointee Ronald Wilson  
Citizen Appointee Larry Pardy

**Members Absent:** Councillor Jason Blanch

**Staff Present:** Deputy CAO, Jason MacDonald  
Municipal Clerk Kimberlee Jones  
Administrative Assistant Emily Wainwright

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### **1. Call to Order**

Vice-Chair called the meeting to order at 4:30 p.m.

#### **1.1. Approval of Agenda**

**Moved By:** Citizen Appointee Wilson  
**Seconded By:** Citizen Appointee Pardy  
That the March 11, 2019 agenda be approved.

**Motion Carried**

#### **1.2. Approval of Minutes**

**Moved By:** Deputy Mayor Christie  
**Seconded By:** Citizen Appointee Goodwin  
That the minutes of the February 19, 2019 PAC meeting be approved.

**Motion Carried**

**2. Motion – Recommendation for Demolition – 1 Spring Street**

**2.1. Staff Report**

Mr. MacDonald reviewed the staff report as included as part of the agenda package.

**2.2 Committee Questions / Comments**

Citizen Appointee Pardy asked about the contents of the building, saying that there are vehicles in there that may be antique in nature, and asked if there was opportunity from the Town to recover those antique vehicles, if they are of value. Mr. MacDonald replied that the recommendation is to order the property owner to empty the building then demolish the building. If he agrees to that, he can do whatever he wants to do with the items of the building. Even if he does not have any intention of demolishing the building, he stills owns the contents inside and he can still empty those contents and put them somewhere else. That being said, if the Town comes to the point where they are to demolish the building because the property owner has failed to comply with the order, and if the vehicles can be safely recovered, they would be taken to an impound yard and allow the property owner to recover them that way.

Deputy Mayor Christie stated that “we normally go 30 to 45 days. So, I am just wondering in this case the motion is for 21 days.” Mr. MacDonald replied that “the reason why the motion is for 21 days, is that given the advanced stage of deterioration, and the fact that it is close to a street, and close to another building, we do not want to wait too long to take the building down. That is why there is a shorter time, but the committee can put any number in that they feel is appropriate.”

Citizen Appointee Goodwin asked if the Town engineer has made investigations into the interior of the building to determine if these vehicles can be safely removed. Mr. MacDonald replied no, they have not looked into that yet, but prior to demolishing the building, if it comes to that, the Town would hire someone with the knowledge or if it was thought it was safe and secure enough, we would then try to remove the vehicles.

Citizen Appointee Wilson stated that looking at the motion, it indicates that all contents of the building are to be sent to an appropriate solid waste facility and asked what an appropriate solid waste facility would be. Mr. MacDonald replied, when we make these motions, we would say Little Forks Landfill. However, if there are hazardous materials found on the property, they wouldn't go to Little Forks, most likely, they would go somewhere else. This allows us, in the case of a vehicle, we could take them to an impound yard. It gives us the opportunity to send them to the appropriate place.

## **2.3 Recommendation**

**Moved By: Citizen Appointee Wilson**

**Seconded By: Deputy Mayor Christie**

**That the Planning Advisory Committee order that all contents be removed from the building at 1 Spring Street and the building be demolished, and back fill the hole within 21 days from the date of this Committee meeting, with all work to be done by the property owner. Failure by the property owner to do the work will result in the Town completing the work and send all contents of the building to an appropriate solid waste facility with all costs charged to the property owner's tax account.**

**Motion Carried**

## **3. Amherst Courthouse Accessibility Retrofit**

### **3.1. Staff Report**

Mr. MacDonald reviewed the staff report as included as part of the agenda package.

### **3.2 Committee Questions / Comments**

Deputy Mayor Christie stated that the land it sits on is owned by the county and asked if they were made aware of this. Mr. MacDonald replied that they are aware of it. There was a committee that was formed with the province, the courthouse, the Town, and the County, and they all worked on this together to get the most positive solution. Deputy Mayor Christie then asked, as far as the solution, this is just an approval because it would not be paid for by the Town. Mr. MacDonald then replied yes, the Town is not paying for it, the province would be the ones paying for it. Deputy Mayor Christie stated this is strictly an approval process then. Mr. MacDonald stated yes that the Planning Advisory Committee is the administrator of the Heritage Properties Bylaw for the Town of Amherst, and this is a municipally registered Heritage Property, therefore any substantial alterations requires approval of Council and review by this committee.

Citizen Appointee Pardy stated that the province is not bound by the bylaw that the Town has in place. Mr. MacDonald replied that it is his understanding that the province is not bound by any bylaw that is administered by the Town of Amherst, or any other Town. For instance, they do not need to get a building permit. They do like to try to follow the rules if possible.

**3.3 Recommendation**

**Moved By: Citizen Appointee Goodwin**

**Seconded By: Citizen Appointee Pardy**

**That the Planning Advisory Committee recommend that Council approve the addition of an accessibility ramp as proposed.**

**Motion Carried**

**4. Adjournment**

**Deputy Mayor Christie motioned to adjourn the meeting at 4:47p.m.**

**Motion Carried**

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Kimberlee Jones, Municipal Clerk

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Vice Chairman Terry Rhindress