



**HERITAGE ADVISORY COMMITTEE  
DRAFT MINUTES  
March 25, 2026**

**PRESENT:** Tyler Brothers, Chair  
Rosa Milito, Vice Chair  
Councillor David Hendsbee  
Councillor Nancy Hartling  
Meghan Chadwick  
Paul Clarke  
Jason Cooke  
David Jones  
Brian MacDonald  
Danielle McCabe  
Ruby Shepherd

**REGRETS:** Joann Rofihe

**STAFF:** Kurt Pyle, Manager of Culture, Heritage & Planning  
Simon Ross-Siegel, Legislative Assistant

*These minutes are considered draft and will require approval by 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).*

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**Heritage Advisory Committee Meeting  
Draft Minutes  
March 25, 2026**

## **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

The Chair called the meeting to order at 3:03 p.m. and acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people, and that we are all treaty people.

## **2. APPROVAL OF MINUTES – February 25, 2026**

MOVED by Jason Cooke, seconded by Ruby Shepherd

**THAT the minutes of February 25, 2026 be approved as circulated.**

**MOTION PUT AND PASSED.**

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

Additions: None

Deletions: None

MOVED by Brian MacDonald, seconded by Meghan Chadwick

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

**MOTION PUT AND PASSED.**

## **4. BUSINESS ARISING OUT OF THE MINUTES – NONE**

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

Meghan Chadwick declared a conflict of interest for Item 9.1.1 Case HRTG-2025-02438: Request to Include 2636 Windsor Street, Halifax in the Registry of Heritage Properties for the Halifax Regional Municipality, based on having previously performed work as part of the consultant team for the property considered for registration.

Ruby Shepherd declared a conflict of interest for Item 9.1.1 Case HRTG-2025-02438: Request to Include 2636 Windsor Street, Halifax in the Registry of Heritage Properties for the Halifax Regional Municipality, based on having previously performed work as part of the consultant team for the property considered for registration.

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

## **7. CORRESPONDENCE, PETITIONS & DELEGATIONS**

### **7.1 Correspondence**

Correspondence was received and circulated for item 9.1.1.

For a detailed list of correspondence received refer to the specific agenda item.

### **7.2 Petitions – None**

### **7.3 Presentation – None**

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

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## **9. REPORTS/DISCUSSION**

### **9.1 STAFF**

#### **9.1.1 Case HRTG-2025-02438: Request to Include 2636 Windsor Street, Halifax in the Registry of Heritage Properties for the Halifax Regional Municipality**

The following was before the Committee:

- Staff report dated February 23, 2026
- Presentation dated March 25, 2026

Meghan Chadwick and Ruby Shepherd were recused from the meeting during consideration of this item having declared a conflict of interest in the matter, based on having previously performed work as part of the consultant team for the property considered for registration.

Shaoqiu Gong, Planner II gave a presentation.

The Committee applied the heritage building criteria to 2636 Windsor Street in performing the heritage evaluation and provided the following scoring:

| <b>Criterion</b>  | <b>Score</b> |
|---|--------------|
| 1. Age  | 13           |
| 2A. Relationship to Important Occasions, Institutions, Personages or Groups | 15           |
| 3. Significance of Architect/Builder  | 1            |
| 4A. Architectural Merit: Construction Type                                  | 6            |
| 4B. Architectural Merit: Style  | 6            |
| 5. Architectural Integrity  | 10           |
| 6. Relationship to Surrounding Area   | 10           |
| <b>Total</b>  | <b>61</b>    |

Gong responded to questions of clarification from the Committee.

MOVED by Councillor Hartling, seconded by Brian MacDonald

**THAT the Heritage Advisory Committee recommend that Halifax Regional Council:**

- 1. Set a date for a heritage hearing to consider the inclusion of the subject property in the Registry of Heritage Property for the Halifax Regional Municipality; and**
- 2. Approve the request to include 2636 Windsor Street, Halifax, in the Registry of Heritage Property for the Halifax Regional Municipality, as shown on Map 1 of the staff report dated February 23, 2026, as a municipal heritage property under the Heritage Property Act.**

**MOTION PUT AND PASSED.**

Meghan Chadwick and Ruby Shepherd rejoined the meeting at this time.

**10. ADDED ITEMS – NONE**

**11. DATE OF NEXT MEETING – April 22, 2026**

**12. ADJOURNMENT**

The meeting adjourned at 3:35 p.m.

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Simon Ross-Siegel  
Legislative Assistant