HERITAGE BOARD AGENDA
NOTICE OF MEETING

Monday, August 24, 2026, 4:30 p.m.
Council Chambers, 2nd Floor, City Hall, 199 Queen Street
Live streaming: www.charlottetown.ca/video

1) **Call to Order**

2) **Declaration of Conflicts**

3) **Approval of Agenda –** Approval of Agenda for Monday, August 24, 2026

4) **Adoption of Minutes** – Approval of Meeting minutes from Monday, June 22, 2026

5) **Business arising from Minutes**

6) **Motion to move into Closed Session as per Section 119 (1) subsections (c) & (e) of the Municipal Government Act of PEI.**

   (c) personal information about an identifiable individual and (e) a matter still under consideration
   - Heritage Award Recipients

7) **Adjournment of Closed Session**

8) **Introduction of New Business or Business arising from closed session (if applicable)**

9) **Introduction of New Business**

10) **Adjournment of Public Session**

PLANNING AND HERITAGE: HERITAGE BOARD MINUTES
MONDAY, JUNE 22, 2026, at 4:30PM
COUNCIL CHAMBERS, 2ND FLOOR, CITY HALL, 199 QUEEN STREET
Live Streaming: www.charlottetown.ca/video

Present:	**Deputy Mayor Alanna Jankov, Chair**	**Emile Gallant, RM**
	Councillor Norman Beck	**Lucas MacArthur, RM**
		Sharon Larter, RM
		Tara Maloney, RM
		Ken McInnis, RM
Also:	**Mike Ruus, Dir. Int. Growth**	
	Donna Miller-Ayton, Mgr, P&H	
	Natalie Munn, HO	
Applicants:		
Regrets:	**Brad MacConnell, CAO**	**Simon Moore, RM**
	Mayor Phillip Brown	**Aaron Stavert, RM**
	Councillor Julie McCabe	

1. **Call to Order**

Deputy Mayor Jankov called the meeting to order at 4:30 PM.

2. **Declaration of Conflicts**

Chair Jankov asked if there were any conflicts; there being none, moved to the approval of the agenda.

3. **Approval of Agenda**

Moved by Sharon Larter and seconded by Tara Maloney that the agenda for Monday, June 22, 2026, be approved.

CARRIED

4. **Adoption of Minutes**

Moved by Lucas MacArthur and seconded by Ken McInnis that the minutes of Monday, May 25, 2026, be approved.

CARRIED

5. **Business arising from Minutes**

There was no business arising from the minutes.

6. **Reports:**

Request: Exterior Renovations to Heartz Hall, 2 Robertson Road (PID# 1068535 and 192336)
Property Identification: Low Density Residential (R-2) and Open Space (OS)
Presenters: Natalie Munn, HO
Reference: Heritage Board Package

Summary:

- Purpose is to review the proposed replacement of a barrier free access ramp to the main entrance, the addition of wood steps at the north (or St Peters Rd side) and replacement of wood steps and the addition of a guardrail on the south side of the designated heritage resource at 2 Robertson Road (PID 1068535 and 192336) and to seek Heritage Board's approval for these alterations to the building.
- The additions will improve the building's accessibility and maintain the heritage character of the property.
- Heartz Hall, 2 Robertson Road (PID# 1068535 and 192336) is a Designated Heritage Resource located in Ward 10, East Royalty. The PIDs are zoned R2 and OS respectively.In 2023, approval was granted to rotate and relocate the building to face Robertson Road and in 2025, approval was granted to add a door on the north (St. Peter's Road) side to meet building code, as well as replace wood siding, trim, doors, and windows.
- The ramp, constructed of pressure treated wood, will provide direct access to the parking area and easier access to the building. It will be smaller and more direct than the previous ramp, as the previous ramp was longer and required a turn midway.
- Neither set of steps affects the character-defining elements.
- Heartz Hall was built by Frank Richard Heartz who served as Lieutenant Governor of PEI from 1924 to 1930 and the building was constructed on land that was once part of the Heartz family farm.
- In 1927, the hall was placed in trust for the district of East Royalty and ownership later passed to the City of Charlottetown following amalgamation in 1995. Heartz Hall remains a landmark with ongoing community uses.
- The building's style is Carpenter's Gothic. Common features of the style include buildings with white wooden construction, dark trim, vertical proportions, steep roof lines, and pointed or arched windows.
- A concrete ramp had originally been considered however it was determined that a concrete pad could damage the building where it meets the entrance.
- To preserve the integrity of the building, a pressure-treated wood ramp is proposed instead.
- The new steps on the north side provide access to the previously approved entrance.
- The replacement of the steps on the southeast side of the property and the addition of a wood landing and a railing will allow for a historic look while complying with modern safety and accessibility standards.
- All work avoids impact on character-defining elements.
- The proposed work will improve the longevity and accessibility of the building in the long term and will conserve the building's form, character-defining elements, and heritage integrity.

Discussion:

- Concern was raised about the cost of the building renovations.
- Question posed: Are the proposed changes part of the original approved costs, or are they additional expenses?
    - Response from staff:
    - The proposed work is in addition and was not included in the original permit.

- The exact cost is currently unknown, however cost details can be obtained from the Public Works department and shared with the board.

MOTION:

Moved by Emile Gallant and seconded by Tara Maloney that the Heritage Board approves the proposed replacements and additions of the barrier free access ramp and wood steps to the designated heritage resource located at Heartz Hall, 2 Robertson Road (PID# 1068535 and 192336).

CARRIED
(6-0)

7. New Business

It was asked if staff could check into the appearance of the recently installed handrail at the Kirk of St. James church as it is stainless steel and provide an update.

8. Adjournment

Moved by Ken McInnis and seconded by Tara Maloney that the meeting be adjourned.

CARRIED
(6-0)

The meeting was adjourned at 4:45 PM

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Deputy Mayor Jankov, Chair