



MUNICIPAL HERITAGE COMMITTEE MEETING MINUTES

August 2, 2023, 6:00 p.m.

Members Present: Drew Chapman - Chair, Amanda Demers - Vice Chair, Brian Marshall, John Morley, David Snelgrove, Alexander Topps

Members Absent: Rita Trudeau, Councillor Tim Balasiuk, Councillor Gary Burroughs

Staff Present: Denise Horne - Heritage Planner, Shannon Mista - Administrative Assistant

1. CALL TO ORDER

The meeting was called to order by Drew Chapman, Chair at 6:00 p.m.

2. ADOPTION OF AGENDA

Denise Horne, Heritage Planner requested to add two new items of business to the agenda.

Moved by Alexander Topps that the agenda be adopted as amended.

3. CONFLICT OF INTEREST

There were none.

4. PREVIOUS MINUTES

The July 12, 2023, minutes were received.

5. PRESENTATIONS

There were none.

6. ANNOUNCEMENTS

There were none.

7. CORRESPONDENCE

There were none.

8. BUSINESS

8.1 Notice of Intent to Demolish - 325 King Street (Parliament Oak School) - Additional Information - CDS-23-158

Denise Horne, Heritage Planner described the details of the Notice of Intent to Demolish.

In attendance to represent the application was Sara Premi of Sullivan Mahoney, Lashia Jones of Stantec, and David Riley of SGL Planning.

The Committee reviewed the attached materials submitted as part of the review of the Notice of Intent to Demolish. Denise Horne answered questions regarding a staff report to be brought forward to the MHC for review and recommendation, likely for the September 6, 2023, MHC meeting. Denise Horne noted that the additional information required with the Notice of Intent to Demolish had been submitted by the applicant in the afternoon and staff have not yet undertaken a review of the materials. If the materials submitted by the applicant are complete then the 60-day Notice for Intent to Demolish would commence from August 2, 2023.

Motion moved by David Snelgrove that the following recommendations be considered by Council.

2.1 The Applicant includes the Textural bas-relief panel in the Commemoration, and that the Commemoration be located closer to its current placement.

APPROVED AS AMENDED

8.2 Heritage Impact Assessment Review – 287 King Street (File Nos. HER-02-2023, ZBA-13-2022), CDS-23-173

Denise Horne, Heritage Planner described the details of the Heritage Impact Assessment and associated Planning Act Applications.

The property owner, Michael Miao, was present to answer questions on the application.

The Committee reviewed the attached materials submitted as part of the review of the Heritage Impact Assessment for the suggested Part IV heritage designation for the property in the future, the relocation of the detached garage, and any new driveway construction to retain as many healthy mature trees as possible.

Motion moved by Amanda Demers that the following recommendations be considered by Council.

1.1 The Municipal Heritage Committee provides the following advice to Staff and Council regarding the conservation of heritage resources at 287 King Street:

1.1.1 Staff be directed to contact the property owner to discuss potential Part IV heritage designation for the property in the future.

1.1.2 The proposal to relocate the detached garage as shown on the proposed Site Plan in **Appendix II** to remain as part of the Listed property at 287 King Street be supported; and

1.1.3 Any new driveway construction and relocation of the garage on 287 King Street be undertaken so as to retain as many healthy mature trees as possible on the subject property.

2.1 That Town Staff reach out to the applicant to review the arborist report so the impact on the trees is fully considered, and any errors are corrected.

APPROVED AS AMENDED

8.3 Heritage Permit Application – 94 Prideaux Street – Landscaping (File No. HER-30-2023) CDS-23-171

Denise Horne, Heritage Planner described the details of the Heritage Permit Application.

The landscape designer Pippa de Leonardis of Sykes Landscaping was present to answer questions on the application.

The Committee reviewed the attached materials submitted as part of the Heritage Permit Application for the alterations to landscaping.

Motion moved by David Snelgrove that the following Staff recommendations be considered by Council.

1.1 The Heritage Permit application HER-30-2023 for alterations to landscaping at 94 Prideaux Street be recommended to Council for Approval subject to the following conditions:

1.1.1 The alterations be carried out substantially in accordance with the Heritage Permit Application and drawings in **Appendix I**.

1.2 That artificial turf is not used in areas visible from the streetscape.

APPROVED

8.4 Heritage Permit Application & Heritage Grant Application - 129 Victoria Street (File No. HER-31-2023, HIP-05-2023), CDS-23-174

Denise Horne, Heritage Planner described the details of the Heritage Permit Application and Heritage Grant Application.

The property owner was not in attendance.

The Committee reviewed the attached materials submitted as part of the Heritage Permit Application for the replacement of wood column bases and the replacement of wood decking on the front verandah.

Motion moved by Alexander Topps that the following Staff recommendations be considered by Council.

1.1 Heritage Permit Application HER-31-2023 for the replacement of wood column bases with new wood column bases and replacement of wood decking on the front verandah of 129 Victoria Street be recommended to Council for approval subject to the following conditions:

1.1.1 The alterations be carried out substantially in accordance with the applications in Appendix I and Appendix II and the specifications prepared by Century Porch Post Inc and Olde Town Building Company in Appendix II;

1.1.2 The new wood column bases match the existing column basis in material, design and dimension; and

1.1.3 The new wood decking match the existing wood decking in material.

1.2 Heritage Grant Application HIP-05-2023 for the replacement of wood column bases with new wood column bases and replacement of wood decking on the front verandah of 129 Victoria Street be recommended to Council for approval subject to the following conditions:

1.2.1 The work be carried out substantially in accordance with condition 1.1;

1.2.2 All requirements of the Heritage Restoration & Improvement Grant Program, as per implementing By-law 3989-05, as amended be fulfilled;

1.2.3 The applicant enters into a Heritage Grant Agreement with the Town prior to the release of grant money, for the approved Heritage Grant amount provided to be contributed to by the Town;

1.2.4 The Town provides up to \$3377.25 in grant funding and the Region provides matching funding subject to availability; and

1.2.5 The Director of Community and Development Services reserves the right to reduce the amount of grant funding released if the final invoice for the project is less than the approved amount in condition 1.2.3.

APPROVED

8.5 Heritage Permit Application & Heritage Grant Application - 20 Platoff Street (File No. HER-32-2023, HIP-04-2023, CDS-23-175)

Denise Horne, Heritage Planner described the details of the Heritage Permit Application and Heritage Grant Application.

The property owner Leslie Kerr was present to answer questions on the application.

The Committee reviewed the attached materials submitted as part of the Heritage Permit Application for the repainting of the dwelling.

Motion moved by Brian Marshall that the following Staff recommendations be considered by Council.

1.1 The Heritage Permit Application HER-32-2023 for repainting the dwelling at 20 Platoff Street be recommended to Council for approval subject to the following conditions:

1.1.1 The alterations be carried out substantially in accordance with the applications in **Appendix I** and **Appendix II** and the specifications prepared by Tresham Painting;

1.1.2 The existing paint be removed using the gentlest means possible including the use of hand scraping; and

1.1.3 Paint be applied by brush, not sprayed.

1.2 Heritage Grant Application HIP-04-2023 for repainting the dwelling at 20 Platoff Street be recommended to Council for approval subject to the following conditions:

1.2.1 The work be carried out substantially in accordance with condition 1.1;

1.2.2 All requirements of the Heritage Restoration & Improvement Grant Program, as per implementing By-law 3989-05, as amended be fulfilled;

1.2.3 The applicant enters into a Heritage Grant Agreement with the Town prior to the release of grant money, for the approved Heritage Grant amount provided to be contributed to by the Town;

1.2.4 The Town provides up to \$900 in grant funding and the Region provides matching funding subject to availability; and

1.2.5 The Director of Community and Development Services reserves the right to reduce the amount of grant funding released if the final invoice for the project is less than the approved amount in condition 1.2.3.

APPROVED

9. NEW BUSINESS

9.1 Tour of the Ordnance Boundary Stones

Denise Horne, Heritage Planner discussed the meeting at the Ordnance Boundary Stones in detail and asked for attendance of the tour.

9.2 Hybrid Meetings

Denise Horne, Heritage Planner let the Municipal Heritage Committee Member know that the next meeting on September 6, 2023, was approved by Council to be a hybrid meeting, which means that members can be in-person or virtual. If attending in person, please meet in the Council Chambers and bring your own equipment (laptop, iPad, or tablet) for the review of materials.

10. NEXT MEETING DATE

September 6, 2023, at 6:00 p.m.

11. ADJOURNMENT

Adjournment unanimously took place at 8:02 p.m.