



MUNICIPAL HERITAGE COMMITTEE MEETING MINUTES

Tuesday August 11, 2020
06:30 PM

PRESENT:

Councillors: Clare Cameron, Al Bisback, Members: Philip Hoad, David Parker, Rita Trudeau, Ron Dale, Drew Chapman, Amanda Demers

REGRETS:

Ken Douglas

STAFF:

Denise Horne	Planner II - Heritage Advisor
Tara Druzina	Administrative Assistant
Sheldon Randall	Interim CAO

OTHERS:

To promote physical distancing, this meeting was conducted electronically and livestreamed on the Town's web-site.

1. Call to Order

Chair Drew Chapman called the meeting to order at 6:30 p.m.

2. Adoption of Agenda

Moved by Rita Trudeau that the agenda be amended as follows and that the agenda be rearranged to allow New Business to be heard at the beginning of the agenda;

Councillor Clare Cameron requested that the Municipal Heritage Committee consider the following issues:

1. Thoughts and input on allowing temporary signage for businesses, on an as-needed or individual case by case basis, during the COVID-19 pandemic and response; and
2. Thoughts and input on longer term signage at Queen and Victoria, or other locations on Queen i.e. Regent Street.

APPROVED, AS AMENDED.

3. Conflict of Interest

Drew Chapman declared a conflict of interest with 240 Gate Street, MHC-20-007A - 240 Gate Street - Condition of Heritage Permit Application - Revised Drawings for New Additions to Early Dwelling, as he has quoted on work at the property.

Amanda Demers declared a conflict of interest with 240 Gate Street, MHC-20-007A - 240 Gate Street - Condition of Heritage Permit Application - Revised Drawings for New Additions to Early Dwelling, as she has participated in an archeological assessment on the property.

4. Previous Minutes

The Committee received the Minutes from the July 14, 2020 meeting.

5. Presentations

There were none.

6. Announcements

There were none.

7. Correspondence

There was none.

8. Business

8.1 MHC-20-010A - 25 Picton Street, Simcoe Park - Heritage Permit Application - Erect a Sign

Denise Horne described the application to the Committee.

Brett Ruck, Environmental Services Supervisor for the Town and Natalie Green, from the Niagara Peninsula Conservation Authority, were in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by Councillor Al Bisback that the recommendations contained in MHC-20-010A - 25 Picton Street, Simcoe Park - Heritage Permit Application - Erect a Sign be approved as follows:

- 1.1 The Heritage Permit Application to erect a sign at the subject property known as Simcoe Park, and municipally addressed as 25 Picton Street, be approved subject to the following conditions:

- a) That the sign be erected on a simple metal or wood base to the satisfaction of the Director of Community and Development Services; and
- b) That the sign face be a matte finish with no backlighting.

APPROVED.

8.2 MHC-20-007A - 240 Gate Street - Condition of Heritage Permit Application - Revised Drawings for New Additions to Early Dwelling

Drew Chapman previously declared a conflict of interest with 240 Gate Street, MHC-20-007A - 240 Gate Street - Condition of Heritage Permit Application - Revised Drawings for New Additions to Early Dwelling, as he has quoted on work at the property.

Amanda Demers previously declared a conflict of interest with 240 Gate Street, MHC-20-007A - 240 Gate Street - Condition of Heritage Permit Application - Revised Drawings for New Additions to Early Dwelling, as she has participated in an archeological assessment on the property.

Rita Trudeau, Vice Chair, took the Chair.

Denise Horne described the returning application to the Committee.

Andrew Taylor, the property owner, was in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by Councillor Bisback that the recommendations contained in MHC-20-007A - 240 Gate Street - Condition of Heritage Permit Application - Revised Drawings for New Additions to Early Dwelling be amended as follows:

- 1.1 Moved by Councillor Bisback that an amendment to the Heritage Permit be considered that will allow an increase in lot coverage of 2.2% (from 33% to 35.2%).

APPROVED, AS AMENDED.

- 1.2 Moved by David Parker that, to the satisfaction of the Director of Community and Development Services, staff consider the following as a revised design amendment; that the second floor dormers be constructed as indicated in the submitted roof plan and second floor plan and not the elevation drawings.

APPROVED, AS AMENDED.

- 1.3 Moved by Philip Hoad that the applicant consider that the original 1820s historic house be provided greater historic significance by way of better distinguishing it

from the additions in terms of finishes and colours and that this be done to the satisfaction of the Director of Community and Development Services.

APPROVED, AS AMENDED.

8.3 MHC-20-012 - 46 Queen Street - Heritage Permit Application - Install Wall Sign, Window Decals and Lighting

Denise Horne described the application to the Committee.

The project designer was in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by David Parker that the recommendations contained in MHC-20-012 - 46 Queen Street - Heritage Permit Application - Install Wall Sign, Window Decals and Lighting be amended as follows:

- 1.1 The Heritage Permit Application to install a wall sign and window decals above the wall sign at 46 Queen Street be approved, subject to the following conditions:
 - a) the applicant obtain Sign Permits for the proposed sign;
 - b) the proposed sign have a matte finish with no backlighting or neon lighting; and
 - c) the decals be placed within the top arch of the centre window on each side of the store entry.
- 1.2 The existing lighting, that has been erected without approval, be removed immediately; and
- 1.3 That the conditions in Recommendation 1.1 for 46 Queen Street be cleared to the satisfaction of the Director of Community and Development Services.

APPROVED, AS AMENDED.

8.4 MHC-20-013 - 66 Prideaux Street - Heritage Permit Application - Repair/Replace old and damaged eavestrough system and rain gutters

Denise Horne described the application to the committee.

Subo Diao, property owner, was in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by Philip Hoad that the recommendations contained in MHC-20-013 - 66 Prideaux Street - Heritage Permit Application - Repair/Replace old and damaged

eavestrough system and rain gutters be approved as follows:

- 1.1 To replace existing aluminum gutters and downpipes with historically more accurate G90 galvanised steel O-Gee Gutters and Corrugated Downpipes;
- 1.2 And that any fascia and soffit be replaced with matching material, form and finish; and
- 1.3 That the conditions in Recommendation 1.1 and 1.2 for 66 Prideaux Street be cleared to the satisfaction of the Director of Community and Development Services.

APPROVED, AS AMENDED.

8.5 MHC-20-014 - 19 Johnson Street - Heritage Permit Application - Replace Aluminum Window Sashes

Denise Horne described the application to the committee.

Charles Bellamy, property owner, was in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by David Parker that the recommendations contained in MHC-20-014 - 19 Johnson Street - Heritage Permit Application - Replace Aluminum Window Sashes be approved as follows:

- 1.1 The Heritage Permit Application to replace existing aluminum window sashes and aluminum trim on the side and rear elevations of the dwelling at 19 Johnson Street be approved, subject to the following conditions:
 - a) that either aluminum, vinyl or wood be installed with a one over one sash window and that the height and width of the windows remain the same as existing.
- 1.2 That the conditions in Recommendation 1.1 for 19 Johnson Street be cleared to the satisfaction of the Director of Community and Development Services.

APPROVED.

8.6 MHC-20-015 - 84 Queen Street - Heritage Permit Applicant - Facade (Storefront) Alteration, Repainting and Fence and Planter Box Alteration

Denise Horne described the application to the committee.

Wendy Edwards, from Edward's Designs, was in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by Philip Hoad that the recommendations contained in MHC-20-015 - 84 Queen Street - Heritage Permit Applicant - Facade (Storefront) Alteration, Repainting and Fence and Planter Box Alteration be amended as follows:

- 1.1 That a revised design be submitted that respects the simplicity and previous semi-industrial use and design of the building, as well as keeping and repairing the stucco finish.

APPROVED, AS AMENDED.

8.7 MHC-20-016 - 240 Centre Street - Heritage Permit Application - Exterior Alterations and Stabilization of Dwelling

Denise Horne described the application to the committee.

Brian Marshall, heritage consultant, was in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by Philip Hoad that the rear porch and front entrance be extracted from the recommendations and revisited at the next Municipal Heritage Committee Meeting.

APPROVED.

Moved by Amanda Demers that the recommendations contained in MHC-20-016 - 240 Centre Street - Heritage Permit Application - Exterior Alterations and Stabilization of Dwelling be amended as follows:

- 1.1 Council approve the exterior alterations and stabilization of the 1823 dwelling on the heritage property at 240 Centre Street in accordance with section 33 of the *Ontario Heritage Act*, with such alterations substantially in accordance with the Heritage Permit Application and associated Addendum, to the satisfaction of the Director of Community and Development Services and subject to the following additional conditions that:
 - a) Prior to removal of the front porch and stabilization of the foundation, an archaeological assessment is to be completed by a licensed archaeologist, at applicant's cost, for the area surrounding the foundation of the dwelling at 240 Centre Street and an appropriate buffer, as determined by the consultant archaeologist to the satisfaction of Town Heritage Staff, as well as the area in the public boulevard (subject to prior approval from the Town's Operations

Department and any necessary Planning Approvals) to be impacted by construction of a new front porch. Prior to construction of the proposed rear porch the archaeological assessment is to be completed for the remainder of the subject property. No site disturbance or excavation or demolition shall take place until the owner/applicant submits to the Town all associated archaeological reports and letters of compliance from the Ministry of Heritage, Sport, Tourism and Culture Industries confirming that all licensing requirements have been met. If the Town's Chief Building Official (the "CBO") determines that the structural integrity of the 1823 dwelling is at risk of immediate failure, structural works may be permitted prior to submission of Ministry Compliance Letters, based on the recommendations of a professional archaeologist, and at the discretion of the CBO and Heritage Staff (who may additionally consult with the Ministry).

- b) The alterations be undertaken substantially in accordance with the plans and drawings prepared by Brock Builders Inc, except for the designs for rear porch and front entrance which are refused for 240 Centre Street, Series 2, dated July 2020;
- c) Alterations which may impact the structural integrity of the 1823 dwelling are reviewed by an architect or engineer with a license to practice in Ontario, and with demonstrated expertise in working with heritage buildings;
- d) A lime-based mortar be utilized for repointing, with special consideration for compatibility with the soft brick on the dwelling and tinted to match the existing mortar colour;
- e) The proposed brick rails for the front porch utilize a different brick bond in order to distinguish the 1823 dwelling from the new front porch; and
- f) Downspouts be reinstated on the building to direct water runoff away from the walls and foundation of the dwelling.

1.2 Condition 1.1 of this report be cleared to the satisfaction of the Director of Community and Development Services.

APPROVED, AS AMENDED.

8.8 MHC-20-017 - 9 Weatherstone Court - Heritage Permit Application - Replace Wood Windows

Denise Horne described the application to the committee.

Dawn Barnes, property owner, was in attendance and spoke to the application.

The Committee discussed the proposal.

Moved by Ron Dale that the recommendations contained in MHC-20-017 - 9 Weatherstone Court - Heritage Permit Application - Replace Wood Windows be approved as follows:

- 1.1 The Heritage Permit Application to replace existing wood sash windows and trim at 9 Weatherstone Court be approved, subject to the following conditions:
 - a) The wood trim be replaced with new wood trim to match the existing in detail;
 - b) The new window sashes be either wood or composite material and substantially maintain the existing window configurations and the diamond pane design; and
 - c) The existing window openings remain otherwise unaltered.
- 1.2 That the conditions in Recommendation 1.1 for 9 Weatherstone Court be cleared to the satisfaction of the Director of Community and Development Services.

APPROVED.

9. New Business

9.1 Temporary Sign By-law Exemption Process for A-frame Signs

Councillor Clare Cameron requested that the Municipal Heritage Committee consider the following issues:

1. Thoughts and input on allowing temporary signage for businesses, on an as-needed or individual case by case basis, during the COVID-19 pandemic and response; and
2. Thoughts and input on longer term signage at Queen and Victoria, or other locations on Queen i.e. Regent Street.

Councillor Clare Cameron noted that last evening, Committee of the Whole addressed signage in Old Town under New Business and approved the following motion:

Moved by Councillor Clare Cameron that Council request the Lord Mayor and CAO use their Delegated Authority to implement a pilot program to permit temporary A-frame signage during the pandemic to assist businesses in the Queen-Pictou Heritage District, in their recovery to the impact of COVID-19, similar to the temporary patio permit process that was successfully crafted in response to the pandemic;

And that the program end on October 31, 2020, unless termination is required at the discretion of the Lord Mayor and CAO;

And that the process include contact between the Chair of the Municipal Heritage Committee and Chief Administrative Officer (I).

The interim CAO, Sheldon Randall and Councillor Clare Cameron requested input from the Committee regarding such.

The Committee discussed and offered the following suggestions regarding signage for businesses, on an as-needed or individual case by case basis, during the COVID-19 pandemic;

- Heritage colours be used,
- Wording and design to be kept simple - business name, note that the business is "open", directional arrows, no prices, may describe products briefly, minimal clutter requested, no zip letters, chalk writing is fine on a blackboard,
- The size be limited to 2x3 feet,
- Safety for pedestrians must be a consideration, and
- That each business consider engagement and direction from the Heritage Planner.

The Committee discussed and offered the following suggestions regarding longer term signage at Queen and Victoria, or other locations on Queen i.e. Regent Street;

- Standardize a design template with specific fonts and colours, template, size and supplier,
- The Town could produce our own sign template, and provide suggestions to others,
- We could improve signage longer term in hanging locations, i.e. attached to municipal infrastructure, light poles etc. or replace existing hanging signage.

It was agreed that the matter be reviewed in October and that the long term sign policy in the Queen-Picton Heritage District be considered.

Moved by Amanda Demers that the suggestions put forward tonight and recorded in the Minutes be considered by the Lord Mayor and CAO when using their Delegated Authority to implement a pilot program to permit temporary A-frame signage during the pandemic to assist businesses in the Queen-Picton Heritage District, in their recovery to the impact of COVID-19, similar to the temporary patio permit process that was successfully crafted in response to the pandemic.

APPROVED.

10. Next Meeting Date

September 8, 2020 at 6:30 p.m.

11. Adjournment

Moved by Ron Dale that the meeting be adjourned at 10:40 p.m.

APPROVED

ADJOURNMENT: 10:40 PM