



MUNICIPAL HERITAGE COMMITTEE MEETING MINUTES

Tuesday January 12, 2021
06:30 PM

PRESENT:

Councillors Clare Cameron, Al Bisback

Members: Philip Hoad, Amanda Demers, Ron Dale, Ken Douglas, David Parker, Drew Chapman (Chair), Rita Trudeau (Vice-Chair),

REGRETS:

STAFF:

Denise Horne	Planner II - Heritage Advisor
Tara Druzina	Secretary Treasurer Committee of Adjustment
Marnie Cluckie	CAO

OTHERS:

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

1. Call to Order

The meeting was called to order by the Chair at 6:30 p.m.

Marnie Cluckie, the Town's new CAO introduced herself to the Committee and explained her previous work experience, particularly how it applies to the Municipal Heritage Committee.

2. Adoption of Agenda

Moved by Councillor Bisback that the agenda be amended to include an update on the Bill 108 Amendments to the *Ontario Heritage Act*, under New Business.

APPROVED AS AMENDED.

3. Conflict of Interest

Chair Drew Chapman declared a conflict with MHC-21-003 - 95 Johnson Street, Post House - Heritage Permit Application - Pool Removal, as he is involved with the project.

David Parker declared a conflict with 8.1 MHC-21-001 - 114,118,122 and 126 Queen Street - Heritage Permit Application - Revised Rear Garden Designs, as he is involved with the project.

4. Previous Minutes

The Committee received the Minutes from the December 8, 2020 meeting.

5. Presentations

There were none.

6. Announcements

There were none.

7. Correspondence

7.1 Ontario Heritage Trust - Window Rehabilitation and Restoration Guidelines

The Committee received information regarding window rehabilitation and restoration from the Ontario Heritage Trust.

Chair Drew Chapman commended Staff on providing guidelines for wood window rehabilitation and restoration.

8. Business

8.1 MHC-21-001 - 114,118,122 and 126 Queen Street - Heritage Permit Application - Revised Rear Garden Designs

David Parker previously declared a conflict with this report.

Denise Horne described the application.

David Jones, the applicant, was in attendance and spoke to the application.

The Committee discussed the matter.

Moved by Amanda Demers that the recommendations contained in MHC-21-001 - 114,118,122 and 126 Queen Street - Heritage Permit Application - Revised Rear Garden Designs be approved as follows;

1.2 The Heritage Permit Application for revised rear garden designs at 114, 118, 122 and 126 Queen Street be approved to the satisfaction of the Director of Community and Development Services, subject to the following conditions:

1.1.1 The landscape plan is undertaken substantially in accordance with Appendix A (MHC-21-001) , as attached;

1.1.2 Cedar trees, or similar, at a minimum height of 8 feet are planted along the property perimeter to provide privacy screening for adjacent residential properties; and

1.1.3 The applicant obtains all necessary planning approvals.

APPROVED.

8.2 MHC-21-002 - 106 Queen Street - Heritage Permit Application - Installation of Signs

Denise Horne described the application.

Kellen Stone, the agent for the applicant was in attendance and spoke to the application.

The Committee discussed the matter.

Moved by Councillor Bisback that the recommendations contained in 8.2 MHC-21-002 -106 Queen Street - Heritage Permit Application - Installation of Signs be approved as amended;

1.1 The Heritage Permit Application to install signage at 106 Queen Street be approved as amended, to the satisfaction of the Director of Community and Development Services, and subject to the following conditions:

1.1.1. the signs be designed and installed substantially in accordance with Appendices A and B (MHC-21-002) as attached;

1.1.2(a) the applicant obtain Sign Permits for the proposed sign;

1.1.2(b) the proposed sign be constructed of wood or wood-like material in appearance with a matte finish and no backlighting or neon lighting;

1.1.3 the wall sign be located on the entablature of the building and set within the parameters of the existing wood trim, but not over top of the wood trim surround; and

1.1.4 the menu display signs have a maximum sign area of 0.2 square metres (2.15 square feet).

APPROVED AS AMENDED.

8.3 MHC-21-003 - 95 Johnson Street, Post House - Heritage Permit Application - Pool Removal

Chair Drew Chapman previously declared a conflict with this report. Rita Trudeau stepped into the Chair.

Susan Wheler and Richard Smith, agents for the application, were in attendance and spoke to the application.

The Committee discussed the matter.

Moved by Ron Dale that the recommendations contained in 8.3 MHC-21-003 - 95 Johnson Street, Post House - Heritage Permit Application - Pool Removal be approved as follows;

1.1 The Heritage Permit Application to remove the existing pool at 95 Johnson Street be approved, to the satisfaction of the Director of Community and Development Services and subject to the following conditions:

1.1.1 The area impacted by removal be sodded; and

1.1.2 The mature Cryptomeria cedar tree be retained and protected during pool removal and infilling.

1.2 As per the applicant's request, the proposal to replace the front door and remove the glass storm doors be removed from the requested and approved alterations, to be revisited at a future date with submission of additional information from the applicant, including detailed designs for a replacement door and reasons for the proposed replacement.

APPROVED.

8.4 MHC-21-004 - 135 Johnson Street - Heritage Permit Application - Construct Sunroom Addition

Denise described the application.

Andrew Taylor, the applicant and Andrew Hellwig, the applicant's designer, were in attendance and spoke to the application.

The Committee discussed the matter.

Moved by Councillor Cameron that the recommendations contained in MHC-21-004 - 135 Johnson Street - Heritage Permit Application - Construct Sunroom Addition be approved as follows;

- 1.1 The Heritage Permit Application for the construction of a covered sunroom at 135 Johnson Street be approved, subject to the following conditions:
 - 1.1.1 The covered sunroom be constructed as per the site plan drawings and building elevations provided by AAH Design Inc., and dated December 16, 2020, attached as Appendix A (MHC-21-004);
 - 1.1.2 The copper roof be constructed in a manner that would direct rain water away from the wood clapboard siding on the dwelling;
 - 1.1.3 The existing wood windows and window openings on the dwelling are not to be impacted by the construction of the sunroom, and the sunroom be enclosed by open lattice panels to allow for the free movement of air and ventilation with the proposed sunroom; and
 - 1.1.4 The skylight on the roof of the proposed sunroom be a flat profile so that it is not visible from the ground.

APPROVED.

9. New Business

9.1 Bill 108 Update

Denise Horne provided correspondence from the Ministry of Heritage, Sport, Tourism and Culture Industries to the Committee regarding implementation of the Bill 108 amendments and Regulations as they pertain to the *Ontario Heritage Act*. Ms Horne noted that the Bill 108 Amendments had not yet been proclaimed and are therefore not in full force and effect. Ms Horne stated that the reason for the delay in proclamation was due to municipal concerns about updating procedures to meet the Bill 108 requirements. No date has been provided by the Ministry for proclamation and implementation of the Bill 108 amendments.

Ms Horne committed to bringing the matter back to the Committee as further information is provided by the Ministry. She also spoke to the Ontario Heritage Toolkit and the Town's permit processing procedures.

10. Next Meeting Date

February 9, 2021

11. Adjournment

The hearing was adjourned by unanimous consent.

ADJOURNMENT:



Appendix A - MHC-21-001.pdf



Appendix A - MHC-21-002.pdf



Appendix B - MHC-21-002.pdf



Appendix A - MHC-21-004.pdf