



# MUNICIPAL HERITAGE COMMITTEE MEETING MINUTES

Tuesday April 27, 2021  
06:30 PM

## **PRESENT:**

Drew Chapman (Chair), Rita Trudeau (Vice-Chair), Councillors; Clare Cameron, Al Bisback, Members; Philip Hoad, Amanda Demers, Ron Dale, Ken Douglas

## **REGRETS:**

David Parker

## **STAFF:**

Denise Horne	Senior Planner - Heritage Advisor
Tara Druzina	Administrative Assistant

## **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.

### **2. Adoption of Agenda**

Moved by Councillor Bisback that the agenda be approved as presented.

## **APPROVED.**

### **3. Conflict of Interest**

Drew Chapman declared a conflict with MHC-21-021 - 115 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit,

MHC-21-022 - 117 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit and MHC-21-023 - 119 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit because he is involved in the projects.

#### **4. Previous Minutes**

The April Minutes will be coming forward at the May 11, 2021 meeting.

#### **5. Presentations**

There was none.

#### **6. Announcements**

There was none.

#### **7. Correspondence**

There was none.

#### **8. Business**

##### **8.1 MHC-21-020 - 58 Johnson Street, Eckersley-McEwen House - Heritage Restoration and Improvement Grant and Heritage Permit Applications - Repainting, Construction of Wood Shutters, Exterior Alterations - File Nos. HIP-01-2021, HER-20-2021**

Denise Horne described the details of the Notice.

Ian and Sue Nairn, property owners, were in attendance and spoke to the matter.

General discussion ensued.

Moved by Councillor Bisback that the recommendations contained in MHC-21-020 - 58 Johnson Street, Eckersley-McEwen House - Heritage Restoration and Improvement Grant and Heritage Permit Applications - Repainting, Construction of Wood Shutters, Exterior Alterations - File Nos. HIP-01-2021, HER-20-2021 be amended as follows;

- 1.1 the Applications for Heritage Restoration & Improvement Grant HIP-01-2021 and Heritage Permit HER-20-2021 to repaint the dwelling at 58 Johnson Street be approved, with the Town providing \$5,000.00 in grant funding (Niagara Region to match Town funding subject to availability), to the satisfaction of the Director of Community and Development Services, and subject to the following conditions:

- 1.1.1 All requirements of the Heritage Grant Program be fulfilled in accordance with By-law 3989-05, as amended;
  - 1.1.2 The applicant enter into a Heritage Grant Agreement with the Town prior to the release of grant money, for the approved Heritage Grant;
  - 1.1.3 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 1.1; and
  - 1.1.4 The repainting be undertaken as per the specifications prepared by "John's Custom Painting and Renos" in **Appendix I** of the staff report.
- 1.2 Heritage Permit Application H-20-2021 to construct and paint new wood shutters, as per the specifications provided by "Rock Maple Niagara Ltd", repair clapboard, paint basement window, install new light fixtures and a sign at 58 Johnson Street be approved to the satisfaction of the Director of Community and Development Services and subject to the following conditions:
- 1.2.1 The alterations be carried out substantially in accordance with the plans in **Appendix I** of the staff report;
  - 1.2.2 The shutters replicate the existing early shutters in detail, design and material, are fully functional and properly sized to fit within the existing window openings;
  - 1.2.3 *The shutters are constructed using mortise and tenon joinery; and*
  - 1.2.4 *The shutters are hung using a period appropriate 3-inch butt hinge.*
- 1.3 The installation of a locking keypad on the front door as part of Heritage Permit Application HER-20-2021 be refused.

**APPROVED AS AMENDED.**

**8.2 MHC-21-021 - 115 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit - Replace Wood Windows, Construct Screens and Storm Windows - File Nos. HIP-02-2021, HER-21-2021**

Drew Chapman (Chair) previously declared a conflict and Rita Trudeau (Vice Chair) took the position of Chair.

Denise Horne described the details of the Notice.

Caroline and Robert Montgomery, property owners and spoke to the application.

General discussion ensued.

Moved by Ron Dale that the recommendations contained in MHC-21-021 - 115 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit - Replace Wood Windows, Construct Screens and Storm Windows - File Nos. HIP-02-2021, HER-21-2021 be approved as follows;

- 1.1 The Applications for Heritage Restoration & Improvement Grant HIP-02-2021 and Heritage Permit Application HER-21-2021 to replace wood windows and construct new wood storm windows and screens be approved for 115 Johnson Street with the Town and Niagara Region each providing \$5,000 in grant funding (Regional funding subject to availability), to the satisfaction of the Director of Community and Development Services, and subject to the following conditions:
  - 1.1.1 All requirements of the Heritage Grant Program be fulfilled in accordance with By-law 3989-05, as amended;
  - 1.1.2 The applicant enter into a Heritage Grant Agreement with the Town prior to release of grant money, for the approved Heritage Grant;
  - 1.1.3 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 1.1;
  - 1.1.4 the existing casement window and frame on the rear elevation is replaced with a new wood casement window and frame to match the existing in detail, design and material as per the quote and specifications provided by Drew Chapman Carpentry;
  - 1.1.5 The existing 4-over-2 windows are replaced with new wood windows with true divided lights, to be an 8-over-8 configuration on the second floor and 12-over-12 configuration on the first floor to match the existing early windows in detail, design and material as per the quote and specifications provided by Ridley Windows and Doors; and
  - 1.1.6 The storm windows and screens are constructed of wood as per the quote and specifications provided by Drew Chapman Carpentry.

**APPROVED.**

### **8.3 MHC-21-022 - 117 Johnson Street, Varey Rowhouse - Heritage Restoration**

**& Improvement Grant and Heritage Permit - Repair and Replace Wood Windows, Construct Screens and Storm Windows - File Nos. HIP-03-2021, HER-22-2021**

Drew Chapman (Chair) previously declared a conflict and Rita Trudeau (Vice Chair) took the position of Chair.

Denise Horne described the details of the Notice.

Eve Montgomery and Tara Montgomery Ferguson, property owners, were in attendance and spoke to the matter.

General discussion ensued.

Moved by Ken Douglas that the recommendations contained in MHC-21-022 - 117 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit - Repair and Replace Wood Windows, Construct Screens and Storm Windows - File Nos. HIP-03-2021, HER-22-2021 be approved as follows;

- 1.1 The Applications for Heritage Restoration & Improvement Grant HIP-03-2021 and Heritage Permit Application HER-22-2021 to replace and repair wood window windows, and construct wood storm windows and screens be approved for 117 Johnson Street, with the Town and Niagara Region each providing \$3,996.36 in grant funding (Regional funding subject to availability), to the satisfaction of the Director of Community and Development Services, and subject to the following conditions:
  - 1.1.1 All requirements of the Heritage Grant Program be fulfilled in accordance with By-law 3989-05, as amended;
  - 1.1.2 The applicant enter into a Heritage Grant Agreement with the Town prior to release of grant money, for the approved Heritage Grant;
  - 1.1.3 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 1.1;
  - 1.1.4 The existing 8-over-8 and 12-over-12 wood windows with true-divided lights are retained and repaired with in kind materials as per the quote and specifications provided by Drew Chapman Carpentry;
  - 1.1.5 The existing 4-over-2 windows are replaced with new wood windows with true divided lights, to be an 8-over-8 configuration on the second floor and 12-over-12 configuration on the first floor to match the existing early windows in detail, design and material as per the quote and specifications provided by Ridley Windows and Doors; and

1.1.6 The storm windows and screens are constructed of wood as per the quote and specifications provided by Drew Chapman Carpentry.

**APPROVED.**

**8.4 MHC-21-023 - 119 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit - Repair and Replace Wood Windows, Construct Screens and Storm Windows - File Nos. HIP-03-2021, HER-23-2021**

Drew Chapman (Chair) previously declared a conflict and Rita Trudeau (Vice Chair) took the position of Chair.

Denise Horne described the details of the Notice.

Aimee and Charles Cook, property owners, were in attendance and spoke to the matter.

General discussion ensued.

Moved by Amanda Demers that the recommendations contained in MHC-21-023 - 119 Johnson Street, Varey Rowhouse - Heritage Restoration & Improvement Grant and Heritage Permit - Repair and Replace Wood Windows, Construct Screens and Storm Windows - File Nos. HIP-03-2021, HER-23-2021 be approved as follows;

1.1 The Applications for Heritage Restoration & Improvement Grant HIP-03-2021 and Heritage Permit Application HER-22-2021 to replace and repair wood window windows, and construct wood storm windows and screens be approved for 119 Johnson Street, with the Town and Niagara Region each providing \$3,996.36 in grant funding (Regional funding subject to availability), to the satisfaction of the Director of Community and Development Services, and subject to the following conditions:

1.1.1 All requirements of the Heritage Grant Program be fulfilled in accordance with By-law 3989-05, as amended;

1.1.2 The applicant enter into a Heritage Grant Agreement with the Town prior to release of grant money, for the approved Heritage Grant;

1.1.3 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 1.1;

1.1.4 The existing 8-over-8 and 12-over-12 wood windows with true-divided

lights are retained and repaired with in kind materials as per the quote and specifications provided by Drew Chapman Carpentry;

1.1.5 The existing 4-over-2 windows are replaced with new wood windows with true divided lights, to be an 8-over-8 configuration on the second floor and 12-over-12 configuration on the first floor to match the existing early windows in detail, design and material as per the quote and specifications provided by Ridley Windows and Doors; and

1.1.6 The storm windows and screens are constructed of wood as per the quote and specifications provided by Drew Chapman Carpentry.

**APPROVED.**

**9. New Business**

There was none.

**10. Next Meeting Date**

Tuesday, May 11, 2021 at 6:30 pm

**11. Adjournment**

The meeting was adjourned my unanimous consideration 7:05 pm.

**ADJOURNMENT: 07:05 PM**