

THE FIRST MEETING OF THE MUNICIPAL HERITAGE COMMITTEE

VIA ZOOM

JANUARY 12TH, 2022

5:00 p.m. The meeting convened.

ATTENDANCE

Members

Russell Schnurr, Chair
Councillor Steve Peters
Ryan Belanger
Jennifer Childs
Harrison Cole
David Goodwin (Departed 5:40 p.m.)
Steven McLarty-Payson (Arrived 5:04 p.m.)
Ed van der Maarel (Departed 6:15 p.m.)

City Officials

J. Hindley, Corporate Admin & Accessibility Clerk
L. Pompili, Director, Planning & Building Services
K. McClure, Planner

Others

Saira Mohammad, Student
Justin Wood, Student

Absent

Tino Clarke

DISCLOSURES OF INTEREST

Nil.

MINUTES

Motion by Ed van der Maarel - Harrison Cole:

THAT: The minutes of the meeting held on December 8, 2021 be confirmed.

Carried.

NEW BUSINESS

Official Plan Update

The Director, Planning & Building Services advised that the Municipal Heritage Committee has been identified as a key stakeholder in the Official Plan update process and that stakeholder consultations were planned to begin in February.

The Director, Planning & Building Services advised that development of urban design guidelines was being reviewed with the help of a consultant at this time.

The members inquired about the timing for the Official Plan update.

The Director, Planning & Building Services advised that he is targeting the end of 2022 to have the process finalized.

389-393 Talbot Street

Mr. Cole expressed concern that the work being undertaken at 389-393 Talbot Street does not appear to match the elevation drawings submitted with the Heritage Alteration Permit application and recommended to Council for approval.

The Planner suggested that the language in the Heritage Alteration Permit issued for this property may be problematic and that the drawing referenced in the permit wording was not attached. He further advised that work needs to be undertaken to formalize the Heritage Alteration Permit process and develop a better template.

The members confirmed that the Municipal Heritage Committee's report to Council included the drawings.

CONFIRMED _____ CHAIRMAN

1st Meeting of the Municipal Heritage Committee - 2

The members discussed the role of the Municipal Heritage Committee and Planning & Building Services staff in the Heritage Conservation District Plan.

The members expressed concern about the follow-up and enforcement of Heritage Alteration Permits after they have been issued.

The members discussed the similarity of Heritage Alteration Permits to building permits, which have mechanisms in place to stop work or correct work when it deviates from the approved permit.

The Director, Planning & Building Services advised that a discussion would be held with the applicant to gauge their understanding of the Heritage Alteration Permit issued. He further advised that it may be beneficial to invite the applicants to a future meeting of the Municipal Heritage Committee to discuss any potential changes.

The Planner suggested that a report to Council may be required by the Municipal Heritage Committee to formalize the Heritage Alteration Permit process.

The members inquired about the need for a change in the process.

Heritage Conservation District - Contributing and Non-Contributing Properties

The members discussed the fact that when properties were analyzed for inclusion in the Heritage Conservation District, there was no way to see what materials existed behind the various cladding materials used on Talbot Street and that properties with brick covered in metal siding or cladding were considered non-contributing.

Mr. Cole inquired about the ability for non-contributing properties to be reconsidered as contributing properties.

The Planner advised that the by-law adopting the Heritage Conservation District was registered on each property individually in the Heritage Conservation District. He suggested that any changes to the by-law would need to be undertaken as a comprehensive review.

The members discussed the difficulties in revising the by-law for such a small number of properties.

The Planner suggested that property owners with façade changes could consider requesting individual heritage designation under Part IV of the Ontario Heritage Act.

Listing of Properties on the Heritage Register

The Director, Planning & Building Services advised that the revised register of listed properties had been updated on the City's website and uploaded into the cloud software used for building permits to ensure that properties are flagged for inspectors reviewing demolition permit applications.

Heritage Tree Mapping

Mr. McLarty-Payson advised that he had finished reviewing the hard copy tree maps.

The Chair advised that he would pick up the maps to scan and send to the students.

The members discussed missing tree plaques and the potential for the Committee to budget for some replacements.

Millersburg Neighborhood

Councillor Peters advised that the general area being reviewed was originally part of Millersburg village, established in 1871, which was eventually annexed into the City.

The members reviewed the currently defined properties to determine whether they should continue to be researched or whether they should be removed from the list.

UNFINISHED BUSINESS

NEXT MEETING

The next meeting is scheduled to take place on February 9, 2022 at 5:00 p.m.

ADJOURNMENT

7:00 p.m. The meeting adjourned.