

**THE FIRST MEETING OF THE MUNICIPAL HERITAGE COMMITTEE**

**VIA ZOOM**

**FEBRUARY 8, 2023**

5:02 p.m. The meeting convened.

**ATTENDANCE**

Members

Harrison Cole, Chair  
Councillor Steve Peters  
Ryan Belanger  
Jennifer Childs  
Tino Clarke  
David Goodwin  
Steven McLarty-Payson  
Russell Schnurr  
Ed van der Maarel

City Officials

J. Hindley, Corporate Admin & Accessibility Clerk  
K. McClure, Planner

Others

Nathan Smith, Agent, 488 Talbot Street  
Ryszard Witulski, 406-408 Talbot Street  
Bob Barclay, Agent, 406-408 Talbot Street  
Nicole Ibsen, 364-366 Talbot Street

**DISCLOSURES OF INTEREST**

Harrison Cole declared a pecuniary interest with regard to the Heritage Alteration Permit - HAP-01-23 - 488 Talbot Street, as he is the owner of the property. He refrained from all discussion and action relating to the matter.

**MINUTES**

Motion by Jennifer Childs - Harrison Cole:

THAT: The minutes of the meeting held on November 9, 2022 be confirmed.

Carried.

**CHAIR**

Motion by Russell Schnurr - Jennifer Childs:

THAT: Harrison Cole be appointed as the Chair for the Municipal Heritage Committee for the term of Council.

Carried.

**NEW BUSINESS**

Russell Schnurr assumed the role of Chair to deal with this item.

**Heritage Alteration Permit - HAP-01-23 - 488 Talbot Street**

Mr. Nathan Smith, Agent, 488 Talbot Street provided an overview of the Heritage Alteration Permit application.

The Planner advised that the proposed size of the billboard would not be in compliance with the City's Zoning By-law 50-88, as the billboard would not be advertising for an occupant of 488 Talbot Street.

The members discussed that there may be other existing signs in contravention of the Zoning By-law, but that they are handled on a complaint basis only.

The members discussed recommending issuance of the permit, subject to the billboard being reduced in size to conform to the Zoning By-law.

Motion by Ed van der Maarel - Jennifer Childs:

CONFIRMED \_\_\_\_\_ CHAIRMAN

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THAT: The Municipal Heritage Committee recommends the issuance of a Heritage Alteration Permit for 488 Talbot Street relating to Application HAP-01-23, subject to the following:

- The billboard sign be reduced in size to be in compliance with the City's Zoning By-law 50-88.

Carried.

Harrison Cole resumed the role of Chair for the remainder of the meeting.

Heritage Alteration Permit - HAP-02-23 - 406-408 Talbot Street

Mr. Bob Barclay, Agent, 406-408 Talbot Street provided an overview of the Heritage Alteration Permit application. He further advised that the proposed operable windows would allow for residential units on the second floor.

The members confirmed that only seven windows would be replaced, as shown on the drawings attached to the Heritage Alteration Permit application.

The members discussed any potential for mullion kits to match details on the second-floor windows.

Motion by Harrison Cole - Ryan Belanger:

THAT: The Municipal Heritage Committee recommends the issuance of a Heritage Alteration Permit for 406-408 Talbot Street relating to Application HAP-02-23, as shown on the Building Elevations drawing, subject to the following:

- Consideration be given to match mullion details on the second floor windows.

Carried.

Heritage Alteration Permit - HAP-03-23 - 364-366 Talbot Street

Ms. Nicole Ibsen, 364-366 Talbot Street provided an overview of the Heritage Alteration Permit application.

The members confirmed that the replacement windows would utilize clear, tempered glass and that it is proposed that the upper first floor windows would not be replaced and instead covered up with aluminum composite panel signs.

The members discussed the fact that the Heritage Conservation District Plan discusses not covering architectural details, such as windows and that film signage affixed to the upper first floor windows would be preferred over covering them with the panel signs.

The members inquired about the condition of the brickwork below the windows.

Ms. Ibsen advised that the brickwork was assessed and it was determined that it can support the replacement windows. She further advised that she hopes to do some brick cleaning in the future.

Motion by Tino Clarke - Steven McLarty-Payson:

THAT: The Municipal Heritage Committee recommends the issuance of a Heritage Alteration Permit for 364-366 Talbot Street relating to Application HAP-03-23, subject to the following:

- The upper first floor windows be retained and film signage installed on them instead of aluminum composite panel signs as requested in the application.

Carried.

Bill 23 - More Homes Built Faster Act, 2022

The members reviewed the Bill 23 implications to the Ontario Heritage Act.

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The Corporate Administrative & Accessibility Clerk provided an overview of timelines when the City's existing listed properties on the Heritage Register would have to be designated under the Ontario Heritage Act before they are removed and cannot be added back for five years.

The members discussed the fact that Council had deferred some heritage designation recommendations in the past.

The members discussed the potential for obtaining Council's support in drafting letters to property owners of listed properties to solicit their interest in being designated.

### Representatives to the Community Improvement Program Evaluation Committee

Motion by Ed van der Maarel - Tino Clarke:

THAT: Harrison Cole and Russell Schnurr be appointed as Municipal Heritage Committee representatives to the CIP Evaluation Committee.

Carried.

### Designated Heritage Properties - Requests for Alterations

The members discussed the differences between Heritage Alteration Permit applications in the Downtown Heritage Conservation District Plan and requests for alterations for designated heritage properties.

### **UNFINISHED BUSINESS**

#### **NEXT MEETING**

The members discussed meeting in person again with the option to continue attending via Zoom.

The next meeting is scheduled to take place on March 8, 2023 at 5:00 p.m. in Committee Room #304 and via Zoom.

### **ADJOURNMENT**

6:38 p.m. The meeting adjourned.