



MUNICIPAL HERITAGE COMMITTEE MINUTES

Wednesday, August 19th, 2020 – 4:30 p.m.

YouTube: <https://www.youtube.com/channel/UCIFXU6Sq9neiC5VU9QbmLtQ>

ATTENDANCE:

Members Present:	Chair, D. Hudson Councillor L. Allen Councillor C. McGuire J. Davis T. Humphrey T. Outerbridge
Members Absent:	None.
Staff Present:	K. Grenke, Senior Planner, Staff Resource M. Remmig, Planning Coordinator, Recording Secretary
Guests:	K. Shelley (arrived at 4:49 p.m.)

1. CALL TO ORDER

The Chair, D. Hudson called the meeting to order at 4:34 p.m.
A quorum was present.

2. APPROVAL OF AGENDA

The agenda was adopted as presented.

Moved: L. Allen

Seconded: C. McGuire

CARRIED: (6-0)

3. ADOPTION OF MINUTES

- i) Municipal Heritage Committee Meeting – May 12th, 2020

The minutes of the Municipal Heritage Committee meeting held on May 12th, 2020 were approved as presented.

Moved: J. Davis

Seconded: L. Allen

CARRIED: (6-0)

4. DISCLOSURE OF MONETARY INTERESTS

None at this time.

5. PRIORITY ISSUES

i) New Municipal Heritage Committee Member – Welcome Ted Outerbridge

Members welcomed T. Outerbridge to the Municipal Heritage Committee.

ii) 20 Beckwith Street North (Hotel Rideau) – Portico

K. Grenke gave an overview of Report No. MHC-20-03.

L. Allen made a motion to support the portico design.

J. Davis seconded the motion to support the portico design.

L. Allen expressed her understanding for the portico to be downscaled from the original design. She recalls being able to walk underneath the portico as a child and is thrilled that others will have the opportunity to do the same. L. Allen also noted that the windows in the photo are all replaced exactly as the original and asked if they planned to duplicate the original windows.

K. Grenke advised that staff do not have that information, but will retrieve a response from Parkview Homes and relay the information to the Committee.

D. Hudson acknowledged that the renderings were the first drawings the Committee had seen for the proposed portico.

C. McGuire asked if a building permit was ready for the construction of the portico.

K. Grenke advised that Parkview Homes is currently working with staff in this respect.

C. McGuire asked the Committee's opinion on an accessible ramp to one side of the front entrance.

K. Shelley arrived at 4:49 p.m.

K. Shelley noted that the dimensions of the portico are being worked on with Town staff to ensure an adequate path of travel for cyclists and pedestrians is maintained and consistent with the Beckwith Street design. Currently, Parkview Homes is trying to get the footings for the portico installed before the brand-new sidewalks are poured. The structure will consist of steel internally, but would be covered in wood. This will give the appearance that the entire structure is made from wood. K. Shelley further noted that the architect is requiring the railing to be higher than the original portico design. Additionally, a colour has not yet been determined as the proponent is having difficulty finding an accurate colour representation of the original portico. K. Shelley is hoping for the Committee's assistance with this.

T. Outerbridge shared a photo of the portico. He noted that the colour of the portico in the photo may not be the original colour but acknowledged the photo represents the colour of the portico at one time the photo was taken.

L. Allen noted that the design demonstrates windows that were previously removed when the race track was located in this area of the building.

K. Shelley advised that a heritage mason will be working on covering up the large window used for the race track on the north side with brick. Parkview is still having difficulty finding matching brick for restoration of the exterior. K. Shelley noted one company agreed to produce the brick, but they cannot deliver the brick for over a year. As a result, a similar brick has been located and will be tinted to match the original brick colour exactly. He further noted that the portico will be constructed by Parkview Homes themselves.

C. McGuire asked what the exterior finish would be on the outside of the portico if the inside would consist of steel.

K. Shelley noted that the portico would have a wood finish.

C. McGuire asked if there are any aspects of the structure that would not be made out of wood.

K. Shelley advised there would be steel support beams throughout the structure, but all steel would be covered by wood. All other aspects of the portico are proposed as wood features.

C. McGuire asked if there is an opportunity for a ramp to the north of the front entrance where the race track window is being replaced.

K. Shelley acknowledged that the suggestion was not out of the question. However, the ramp may cover a portion of the remaining windows and may not be good design. K. Shelley further acknowledged that a ramp to the front entrance may be required through the *Ontario Building Code*. Regardless, the building will have an accessible ramp at the rear of the building off of William Street West.

J. Davis mentioned that she is pleased to see double pillars proposed. However, she is a little concerned supporting the design before defining a colour for the portico.

K. Shelley noted he is open to colour suggestions as one has not been selected. He is unsure if the colour should be the same as the building or off-white in colour.

L. Allen recalled the east side of the building facing Beckwith Street was whiter in colour than the other building faces.

K. Shelley asked for the Committee to support the design subject to a colour being chosen in consultation with the Committee.

C. McGuire mentioned that he supports the proportions and the double pillars as these aspects respect the original design. He is happy to support the design

without a colour being defined. In C. McGuire's opinion, choosing a colour may be out of the Committee's scope, but he is happy to be consulted if the developer chooses to.

K. Shelley advised that final drawings will be sent to M. Remmig for distribution to the Committee.

L. Allen suggested contacting Heritage House for photos of the portico to use for colour reference.

T. Outerbridge mentioned that the photos he has may not demonstrate an accurate representation of colour, but does demonstrate which aspects match in colour.

K. Shelley added that all the "heavy lifting" for the rehabilitation of the building is complete.

K. Grenke confirmed the pillars will be moved back 6 inches toward the building to create an adequate buffer from the bicycle lane leaving a remaining 6-foot-wide clearance under the portico for pedestrian traffic.

K. Shelley also understands the pillars will be aligned with the trees being planted along Beckwith Street.

The Committee determined that colour for the portico did not need to be addressed in the motion of the Committee. In their opinion, colour consultation is not be within their mandate. However, if the developer wishes to consult the Committee on colour, it would be welcomed.

Motion #MHC-20-03

THAT, the Municipal Heritage Committee, having reviewed the proposed portico design and materials for the Designated Heritage Property at 20 Beckwith Street North (Hotel Rideau), hereby approves the portico design and materials as presented to the Committee.

Moved: L. Allen

Seconded: J. Davis

CARRIED: (6-0)

iii) Operational Heritage Audit – Framework Suggestions

K. Grenke gave an overview of Report No. MHC-20-04.

C. McGuire noted that he agrees with the suggestions from staff but is concerned with how the cost will affect the budget. In his opinion, re-writing the heritage designating By-laws is the biggest priority. It would be beneficial to include training for the Committee regarding the *Ontario Heritage Act*, however, if costs are significantly impacted by this the Committee should reconsider. C. McGuire further added that the Community Improvement Plan is undergoing review. It may also be beneficial to include this municipal policy in the framework. Other municipal policies may not be as high of a priority as they are not currently undergoing review.

However, administrative procedures are significant and, in his opinion, important to include in the audit.

L. Allen added that former member, A. Shropshire, had a By-law template that D. Hudson, A. Shropshire and herself felt was manageable to work with. The Committee may be able to rewrite the By-laws from a template, but she recognizes this may take longer. L. Allen also concurred with C. McGuire's comments regarding the framework's fit into the budget, but recognizes there are other important aspects needing to be addressed.

C. McGuire clarified that he supports having a professional review of the By-laws. Administrative procedures and review of Community Improvement Plan are also other important aspects to include. He further added that he would like to see the By-laws completed before the term of the Committee is over.

K. Grenke clarified the discussion and noted that the particular areas of interest for the Committee was review of the existing Heritage Designating By-laws, review of the Community Improvement Plan and Administrative Procedures. He added that staff would create a more detailed scope for the Committee's approval which would be used for an RFP.

C. McGuire asked K. Grenke if there was any advantage to excluding the Heritage Designating By-laws.

K. Grenke asked if the Committee wanted to break up the audit into two separate processes and focus on By-law and procedural items separately.

C. McGuire saw benefit to splitting the audit into two phases.

K. Grenke noted that staff would bring forward two scoped frameworks for consideration demonstrating both a phased and un-phased approach for the heritage audit.

iv) Municipal Heritage Committee - Budget

M. Remmig gave noted that the 2020 budget has a balance of \$3,657.98 with an additional amount of \$3,247.90 in a reserve from 2019.

L. Allen added that remaining balance can be transferred over from year to year if requested to the Treasurer.

6. CORRESPONDENCE ITEMS

i) None.

7. ROUNDTABLE

i) 30 Russell Street East (Old Post Office) - Tour

L. Allen spoke with R. Peters of AFM Construction who has offered to guide the Committee on a tour of the newly rehabilitated Old Post Office located at 30

Russell Street East.

Staff will ensure there is no concerns with arranging and conducting the tour for Committee members.

ii) Town Hall – Reopening

C. McGuire noted that Town Hall is scheduled to reopen to the public on August 31st. He is hopeful that this means we are working toward hosting in-person meetings. C. McGuire invited the members to express the need to resume in-person meetings to Council.

iii) Railway Museum of Eastern Ontario – Dining Car

L. Allen has now had the luxury of seeing the dining car at RMEO. She suggested the Committee may want to take a look on their own, as a group or host their next meeting at the location.

8. NEXT MEETING

i) To be determined.

8. ADJOURNMENT

THAT, the Municipal Heritage Committee adjourn its proceedings at 5:34 p.m. and stand so adjourned until the next duly called Committee meeting.

Motioned: L. Allen

Chairperson

Recording Secretary