



MUNICIPAL HERITAGE COMMITTEE MINUTES

Wednesday, September 23rd, 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 K. Hoffman T. Outerbridge
Members Absent:	T. Humphrey
Staff Present:	M. Remmig, Planning Coordinator, Recording Secretary
Guests:	None.

1. CALL TO ORDER

The Chair, D. Hudson called the meeting to order at 4:33 p.m.
A quorum was present.

2. APPROVAL OF AGENDA

- i) Item added under Priority Issues – Rideau Hotel Accessible Ramp
- ii) Item added under Priority Issues – MHC Meeting Format

The agenda was adopted as amended.

Moved: L. Allen

Seconded: C. McGuire

CARRIED: (6-0)

3. ADOPTION OF MINUTES

- i) Municipal Heritage Committee Meeting – August 19th, 2020

Adoption of the minutes of the Municipal Heritage Committee meeting held on August 19th, 2020 was deferred until clarification of the brick restoration was obtained from Parkview Homes.

4. DISCLOSURE OF MONETARY INTERESTS

None at this time.

5. PRIORITY ISSUES

- i) New Municipal Heritage Committee Member – Welcome Katie Hoffman

Members welcomed K. Hoffman to the Municipal Heritage Committee.

- ii) CIP Evaluation Committee – MHC Representative to be Appointed

C. McGuire gave an overview of the purpose and mandate of the Community Improvement Plan Evaluation Committee.

No volunteers were recorded.

- iii) Heritage Audit/Assessment – Framework

M. Remmig gave an overview of Report No. MHC-20-05.

L. Allen mentioned that she understood the priority for the audit was to review and amend the existing heritage designating By-laws.

D. Hudson agreed that reviewing the existing By-laws is a priority, but she also feels a By-law template, as mentioned in the proposed framework, would be beneficial for future designations.

C. McGuire noted that the two-part approach would help determine the segmented cost associated with the overall scope of work and its fit in to the Committee's budget. He agrees that review of the existing By-laws is a priority.

J. Davis agrees the existing By-laws are the priority for the audit. She feels a Request for Quotation (RFQ) should be sent out for both parts to determine the overall cost. If the cost of the two parts together are too high the By-laws should be made the priority.

L. Allen noted that the two most recent heritage designating By-laws for 2 Gould Street and 16 Maple Ave North, although well written, should be included in the review in her opinion.

C. McGuire also requested that the two properties in the queue for designation be included in the list of By-laws for review.

D. Hudson acknowledged that these property owners have not been notified of the intent to designate.

C. McGuire advised these property owners had previously reached out the Committee regarding having their property designated.

T. Outerbridge agreed to include the additional two properties if they are in the

queue for designation.

Motion #MHC-20-04

THAT, the Municipal Heritage Committee, having reviewed the proposed one-part and two-part approach for the anticipated heritage audit/assessment, hereby supports the two-part framework approach;

AND THAT, the two properties currently in the queue for heritage designation be included in part one of the two-part approach.

Moved: J. Davis

Seconded: L. Allen

CARRIED: (6-0)

iv) Letter for Properties of Interest – Intent to Designate

D. Hudson explained the purpose and intent of the letter drafted by K. Grenke and herself. She asked if the Committee would like to see the letter form part of the heritage audit/assessment.

L. Allen asked to modify the word “attribute” in the first paragraph to the word “property”.

The Committee agreed to the change as suggested by L. Allen.

C McGuire suggested the fifth paragraph of the letter may be too direct. The paragraph should concentrate on learning and educating the property owners about heritage designations.

T. Outerbridge recommended the letter be more comforting for property owners. In his opinion the letter needs to be more positive and gentle.

L. Allen noted that C. McGuire’s suggestion may assist with T. Outerbridge’s recommendation.

K. Hoffman asked how many properties are intended to be designated. She suggested a personal visit with property owners to educate property owners.

C. McGuire agreed a visit would add a personal touch.

M. Remmig confirmed the Town has appointed 17 heritage properties of interest.

D. Hudson believes it would be helpful to have an information pamphlet for property owners to accompany the letter. The pamphlet may assist in answering questions regarding heritage designations the property owners have.

C. McGuire suggested the Committee work on getting the existing By-laws reviewed. This will allow the Committee to be more prepared when they look at designating other properties in the future.

The Committee decided to postpone the circulation of the intent to designate letter.

v) Rideau Hotel – Accessible Ramp

C. McGuire noted that the front entrance to Hotel Rideau along Beckwith Street North will not be accessible. He presented an aerial and elevation rendering of the building containing an accessible ramp at the front entrance. The ramp rendering was designed in accordance with the specifications of the Ontario Building Code and would not encroach past the north face of the building. C. McGuire requested the Committee's support for the concept.

The Committee agreed the accessible ramp would be an asset to the front entrance of the Hotel Rideau.

Motion #MHC-20-05

THAT, the Municipal Heritage Committee, having reviewed a concept plan for an accessible ramp for 20 Beckwith Street North (Hotel Rideau) along Beckwith Street North, hereby endorses the concept and agrees the accessible ramp will not obscure or detract from the heritage attributes of the property.

Moved: C. McGuire

Seconded: K. Hoffman

CARRIED: (6-0)

vi) Municipal Heritage Committee – Meeting Format

D. Hudson asked the Committee to make a recommendation to Council to endorse recommencing in-person meetings with covid-19 protocols.

Motion #MHC-20-06

THAT, the Municipal Heritage Committee strongly recommends Council resume in-person meetings for Council and Committees of Council.

D. Hudson *Yea*

L. Allen *Yea*

C. McGuire *Yea*

J. Davis *Yea*

K. Hoffman *Yea*

T. Outerbridge *Yea*

CARRIED: (6-0)

6. CORRESPONDENCE ITEMS

i) None.

7. ROUNDTABLE

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

J. Davis congratulated the team that helped restore the property.

T. Outerbridge noted that the property was beautifully restored.

D. Hudson advised that owner, B. Linton personally gave the members a tour of the building. She asked that the Town arrange a formal thank-you to B. Linton and his team.

- ii) Water Treatment Plant

C. McGuire asked if the Committee would be interested in arranging a tour of the building.

The Committee requested M. Remmig arrange a tour of the former Water Treatment Plant.

- iii) Heritage Trees

L. Allen advised there are numerous trees in our community over 100 years old. Many municipalities designate these trees to protect them.

M. Remmig noted that the draft tree canopy policy currently being developed by staff suggests Council consider a Legacy Tree Program.

8. NEXT MEETING

- i) Wednesday, October 21st, 2020 at 4:30 p.m.

8. ADJOURNMENT

THAT, the Municipal Heritage Committee adjourn its proceedings at 5:40 p.m. and stand so adjourned until the next duly called Committee meeting.

Motioned: J. Davis

Chairperson

Recording Secretary