

# DECISION/DIRECTION NOTE

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**Title:** Built Heritage Experts Panel Membership

**Date Prepared:** September 28, 2020

**Report To:** Special Meeting of Council

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** N/A

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**Decision/Direction Required:** To renew and approve membership in accordance with the Terms of Reference for the Built Heritage Experts Panel.

**Discussion – Background and Current Status:**

The term of office for several members of the Built Heritage Experts Panel expired several months ago. However, given the COVID Pandemic and following several attempts to recruit new members, the process was delayed. Staff are now ready to move forward with a recommendation to replace these representatives.

Membership for the following members has expired:

1. Glenn Barnes – Chair
2. Mark Whalen – Architect
3. Bruce Blackwood – Contractor
4. Vacant – Historian
5. Garnet Kindervater – Other

Rachael Fitkowski (landscape architect) and Dawn Boutlier (Planner) have agreed to an additional term of two years as provided for in the TOR.

The following new members are being recommended for appointment.

- John Hancock, architect
- Katherine Deborah Hann, historian/archival expert/historic preservationist
- Mitchell O'Reilly, contractor
- Michelle Sullivan – other (background with Brigus Historical Society)
- Nick Lynch, other )MUN Geography professor)

Applications and resumes are on file with the Office of the City Clerk for viewing if members of Council desire.

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# ST. JOHN'S

In addition, a slight revision to the Terms of Reference is recommended to change the category of Historian/Archival Expert to become Historian/Archival Expert/Historic Preservationist

**Key Considerations/Implications:**

1. Budget/Financial Implications: not applicable.
2. Partners or Other Stakeholders: Citizens and Organizations that hold an interest of heritage within the City of St. John's.
3. Alignment with Strategic Directions/Adopted Plans:
  - a. A Culture of Cooperation – Create effective City – community collaborations
  - b. Responsive and Progressive – Create a culture of engagement
  - c. Effective Organization – Develop a knowledgeable and engaged committee
4. Legal or Policy Implications: Terms of Reference require replacement of membership
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: City Website
7. Human Resource Implications:
8. Procurement Implications:
9. Information Technology Implications:
10. Other Implications:

**Recommendation:**

That Council approve the following:

1. an additional term of membership for Rachael Fitkowski (category of landscape architect) and Dawn Boutilier (category of other)
2. appointment of the following members to the BHEP
  - o John Hancock, architecture category
  - o Katherine Deborah Hann, historian/archival expert/historic preservationist category
  - o Mitchell O'Reilly, contractor category
  - o Michelle Sullivan – other category(background with Brigus Historical Society)
  - o Nick Lynch, other category (MUN Geography professor)
3. a change to the Terms of Reference to replace Historian/Archival Expert category to

Historian/Archival Expert/Historic Preservationist category

4. Letters of appreciation to departing members signed by the Mayor.

**Report Approval Details**

Document Title:	Built Heritage Experts Panel - Membership.docx
Attachments:	
Final Approval Date:	Oct 1, 2020

This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Karen Chafe was completed by assistant Elaine Henley**

**Karen Chafe - Oct 1, 2020 - 12:34 PM**

**Elaine Henley - Oct 1, 2020 - 12:36 PM**