



## **Minutes of Built Heritage Experts Panel**

**December 11, 2019**

**12:00 p.m.**

**Conference Room A, 4th Floor City Hall**

**Present:**

- Glenn Barnes, Chairperson
- Bruce Blackwood, Contractor
- Garnet Kindervater, Contractor
- Dawn Boutilier, Planner
- Rachel Fitkowski, Landscape Architect
- Mark Whalen, Architecture

**Staff:**

- Ken O'Brien, Chief Municipal Planner
- Ann Marie Cashin, Heritage and Urban Planner
- Rob Schamper, Technical Advisor
- Maureen Harvey, Legislative Assistant

- 1. CALL TO ORDER**
- 2. PRESENTATIONS/DELEGATIONS**
- 3. APPROVAL OF THE AGENDA**

**3.1 Adoption of Agenda**

**Recommendation**

**Moved By** Dawn Boutilier

**Seconded By** Rachel Fitkowski

That the agenda be adopted as presented.

**CARRIED UNANIMOUSLY**

- 4. ADOPTION OF THE MINUTES**

**4.1 Adoption of Minutes - November 13, 2019**

**Recommendation**

**Moved By** Garnet Kindervater

**Seconded By** Rachel Fitkowski

That the minutes of November 13, 2019 be adopted as presented with agreement that the issue of stepback on Duckworth Street be included in the Panel's recommendation.

**CARRIED UNANIMOUSLY**

**5. BUSINESS ARISING FROM THE MINUTES**

**5.1 Discussion on the Panel's recommendations.**

General discussion took place regarding the Panel's recommendations to Committee of the Whole suggesting that in keeping with best practices in other jurisdictions, the Panel should be encouraging pre-application meetings with potential developers so that costs are not incurred prematurely. The Panel also suggested that recommendations arising from meetings should be firm and rigid in the interest of heritage with any other considerations (costs or otherwise) left between Council and the developer.

**5.2 Decision Note dated November 6, 2019 re: Door and Garage Door Styles in Heritage Areas**

Discussion took place on the Decision Note seeking the panel's recommendation on door and garage door styles to be included in a Heritage Area Information Fact Sheet. The Panel concurred with examples cited by staff and the following recommendation was made.

**Recommendation**

**Moved By** Mark Whalen

**Seconded By** Rachel Fitkowski

In keeping with the information contained in the Decision Note, that Council proceed with a heritage fact sheet dealing with acceptable doors and garage door styles in Heritage Areas.

**CARRIED UNANIMOUSLY**

**5.3 Downtown LED Lighting Meeting Update**

Panel Representative for the Downtown LED Lighting Group, Rachel Fitkowski provided an update on the meeting recently held with this group. A number of options are under review and another meeting is scheduled for mid January. She will keep the Committee apprised of updates.

**6. NEW BUSINESS**

**6.1 Decision Note dated December 4th, 2019 re: 371-373 Duckworth Street - Electronic Advertising Sign**

The City has received a request to install an electronic advertising sign at 371-373 Duckworth Street. The applicant has been advised to make a formal application, but to date an application has not been received. *(As of January 8, 2020, the owner has not submitted an application. Therefore the recommendation was removed from the BHEP report that went to Council on January 13, 2020)*

**Recommendation**

**Moved By** Glenn Barnes

**Seconded By** Garnet Kindervater

Consistent with Council's policy that does not permit third party advertising signs, the Panel recommends that the application for an third party electronic advertising sign at 371 - 373 Duckworth Street be denied.

**CARRIED UNANIMOUSLY**

**6.2 Bowring Park Bridge**

Further to the Decision Note presented at the November 13th meeting, Mark Whalen requested that van Ginkel Associates (H.P. Daniel "Sandy" van Ginkel and Blanche Lemco van Ginkel) also be recognized in the designation of the bridge.

**7. ADJOURNMENT**

There being no further business, the meeting adjourned at 1:50 pm. The next meeting is scheduled for January 15, 2020.

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GLENN BARNES, CHAIR

