



Minutes of a Meeting of the
COMMUNITY PLANNING AND HERITAGE ADVISORY COMMITTEE
Thursday June 3, 2010
At 6:15 PM in the Basement Boardroom, City Hall

PRESENT: Councillor Bill Twaddle, Vice Chair
Councillor Jim McManaman
Ruthann Carson
Mike Moore
Aly Boltman
Richard MacDonald

**REGRETS/
ABSENT:** Councillor Deborah Haswell, Chair
Jim Wainwright

STAFF: Pam Coulter, Director of Community Services
Glen Henry, Clerk
Lois O'Neill, Deputy Clerk
Margaret Potter, Community Planner
Amy Cann, Planning Assistant
Sandra Parks, Heritage Coordinator

1. **CALL TO ORDER** – 6:15 PM

2. **ADDITIONAL ITEMS**

None declared

3. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF FOR MATTERS ARISING OUT OF MINUTES OR LISTED ON THE AGENDA**

None declared.

4. **CONFIRMATION OF MINUTES**

The Secretary pointed out some technical errors in the minutes attached to the agenda package. She distributed an amended copy to Committee for review.

Councillor McManaman requested clarification on the decision about the bandshell, to which the Heritage Coordinator explained that the Committee resolved to move forward with the nomination to designate Queen's Park, with the cenotaph being its central heritage attribute. Councillor McManaman requested an assessment of the physical stability of the bandshell structure by appropriate staff people.

Moved by Ruthann Carson;

“THAT the minutes of the Community Planning and Heritage Advisory Committee meeting held on May 13, 2010 be approved, as amended.”

Carried Unanimously

5. **DEPUTATIONS**

- a) Presentation and report from Lois O’Neill, Deputy Clerk dated May 26, 2010 regarding 2010 First Quarterly Parking Report

The Vice-Chair introduced the Clerk and Deputy Clerk and invited them to begin their presentation.

The Clerk began with a note that these quarterly reports are being brought forward to CPHAC at the wish of the Parking Review Committee. Staff remains open to suggestions about how Committee wishes to receive future reports.

The Deputy Clerk proceeded to present the contents of the report, noting that the primary function of these reports is to outline the financial performance of department and to monitor its revenues.

Committee discussed several points of the parking report including:

- The difference between parking ticket and parking fine revenue;
- That 2008-present trends indicate that proper enforcement has yielded better compliance;
- The effects of the 9th Street Bridge construction on parking, including that angle parking on 1st Street West will become parallel parking to allow for two-way traffic during construction;
- The importance that people will be made well aware of these changes, and that the City will continue to work with the DIA to provide appropriate signage, etc.;
- That Lot 5 (behind Scotia Bank) will be redeveloped this fall, and the parking spaces will be temporarily reduced;
- That a Pay and Display Machine in Lot 5 is out of order, and that staff use the reserve funds and tender process to obtain a new machine in the future;
- New parking complaint form, will allow better tracking of complaints, and equipment malfunction, etc.;
- That solutions must be sought for the complaints received by the DIA about parking matters; and
- That staff is looking into creating a parking information card, tying into downtown parking map. Making things more user friendly, with improved signage.

Committee concurred that it would be important for future quarterly reports to detail the figures of budgeted revenue and actual revenue.

Moved by Richard MacDonald;

“THAT the Community Planning & Heritage Advisory Committee receive the report dated May 26, 2010 from the Deputy Clerk and the Deputy City Manager/Clerk respecting the 2010 first quarter parking report and confirms that staff will continue to work cooperatively with the

Downtown Improvement Area Board of Management to improve parking information and signage throughout the Downtown.”

Carried Unanimously

Lois O’Neill and Glen Henry left the meeting at 6:50 PM

6. **CORRESPONDENCE RECEIVED FOR WHICH DIRECTION OF COMMITTEE IS REQUIRED**

None declared.

7. **REPORTS AND MATTERS TABLED**

I) HERITAGE

a) Report from the Heritage Coordinator dated May 31, 2010 regarding the Heritage Designation Requests

The Heritage Coordinator summarized the contents of the report for Committee.

Moved by Councillor Jim McManaman;

“THAT the Community Planning & Heritage Advisory Committee requests staff prepare Cultural Heritage Property Evaluation Reports for the Former U.S. Consulate, 932 3rd Avenue West and the Fleming House, 867 4th Avenue ‘A’ West to determine their cultural heritage value or interest.”

Carried Unanimously

b) Report from the Heritage Coordinator dated May 31, 2010 regarding Heritage Permits Issued in May 2010

Committee requested if improvements made to a property through the Heritage Permit Process goes into the property file. The Heritage Coordinator confirmed that this information goes into the AMANDA Property Management System and the Heritage Designation File. Staff confirmed that the Heritage Permit Process seems to be working effectively and has significantly shortened the review process.

Moved by Ruthann Carson;

“THAT the Community Planning & Heritage Advisory Committee receive for information the ‘Heritage Permits Issued in May 2010’ report dated May 31, 2010 from the Heritage Planning Co-ordinator.”

Carried Unanimously

II) GENERAL PLANNING

c) Report from the Planning Technician Report regarding a Façade & Structural Improvement Grant application for Christian Science Society at 900 1st Avenue West

Staff reminded Committee that because the building is designated, this application should be prioritized in considering approvals; however, this does not affect grant payout, because payments are made on a first come, first serve basis. Staff also noted that \$7,500 is being reserved for St. Georges Church.

Committee requested that staff provide a quarterly summary of the Façade and Structural Improvement Program for Committee’s information.

Moved by Aly Boltman;

“THAT the Community Planning & Heritage Advisory Committee recommend City Council approve the Façade and Structural Improvement Program application by Kathryn Brault (former Christian Science Society) for a single façade grant (33% of eligible projects costs, up to \$5000) on the front of the building at 900 1st Avenue West, subject to the following conditions and in accordance with the sketch attached hereto:

- a) Execution of a commitment agreement with the City;**
- b) Confirmation of funding availability to the satisfaction of the City;**
- c) That a one year time period from the time of approval of a façade and structural improvement grant be established for completion of the work;**
- d) That the project will be carried out under a Building Permit if required and any other required permits, with regular inspection from Building Inspectors;**
- e) That alterations to this designated property must be approved through the Heritage Permit process before any work proceeds with regular inspection from the Heritage Planning Co-ordinator; and,**
- f) That upon completion of the project and prior to the grant being given, the Planning Division will ensure that there are no outstanding taxes on the property.”**

Carried Unanimously

8. CORRESPONDENCE RECEIVED FOR INFORMATION ONLY

- a) Media Release dated May 31, 2010 regarding Doors Open Owen Sound 2010
- b) Council Resolution from May 17, 2010 regarding the New Comprehensive Zoning By-law 2010-178 Appeals (Staff report to Council Attached)
- c) Letter from Pam Coulter, Director of Community Services dated May 19, 2010 to the Ontario Municipal Board regarding the Appeals to Comprehensive Zoning By-law 2010-078
- d) Notice of Public Meeting regarding the Updated and Proposed Amendments to the Community Improvement Plan
- e) Notice of Public Meeting regarding a Proposed Zoning By-law Amendment being the Housekeeping Amendment to Comprehensive Zoning By-law 2010-078
- f) Council Resolution from May 17, 2010 regarding the Housekeeping Amendment to New Comprehensive Zoning By-law 2010-078 (Staff report to Council Attached)
- g) Letter from Councillor Haswell, CPHAC Chair dated May 27, 2010 to Joshua Richardson in response to his email dated April 15, 2010 regarding the Old Courthouse Building

Staff informed Committee that Council has requested that the condition of the Courthouse be looked into. Staff also reported that the Georgian Bay Folk Society is moving out of the Courthouse.

Committee agreed that the condition of the Courthouse should be investigated prior to the space being rented out. Committee recommended that this matter be referred to Land Bank Committee.

- h) Email correspondence dated May 28, 2010 from Mary Smith, Museums Manager to Sandra Parks, Heritage Coordinator regarding the possibility of repairing the Ancaster Tugboat

Moved by Ruthann Carson;

“THAT the Community Planning & Heritage Advisory Committee receive items to receive 8a) through 8h) for information.”

Carried Unanimously

9. **OTHER BUSINESS**

None declared.

10. **ADJOURNMENT**

Committee meeting adjourned at 7:05 p.m.