



**KINGSTON MUNICIPAL HERITAGE COMMITTEE
AGENDA
MEETING No. 2012-02
Monday 09th January 2012 at 12:00 noon*
in the Council Chamber, City Hall**

*~ Please provide regrets to Susan Powley, Committee Clerk at 546-4291, ext. 1204 or spowley@cityofkingston.ca ~
a light lunch will be served in advance of the meeting

COMMITTEE COMPOSITION

Mr. Peter Gower, Chair	Mr. R. Bruce Downey, Vice-Chair
Councillor Bill Glover	Mr. Robert Cardwell
Mr. John Coleman	Mr. John Duerkop
Mr. Michael Gemmell	Mr. Mac Gervan
Ms. Christine Sypnowich	Mr. Don Taylor

STAFF

Ms. Ashley Henderson, Building & Plumbing Official
Ms. Lindsay Lambert, Planner
Ms. Susan Powley, Committee Clerk
Ms. Marnie Venditti, Manager, Development Approvals

Please note that general timing has been applied to some sections of the agenda, and by request specific times have been applied in some instances. The times are approximate, and each delegation and section will be heard as closely as possible to the noted times.

- 1. MEETING TO ORDER**
- 2. RECOGNITION**
- 3. WELCOME and INTRODUCTIONS**
- 4. CONFIRMATION OF AGENDA**
- 5. CONFIRMATION OF MINUTES**

THAT the minutes of the Kingston Municipal Heritage Committee Meeting No. 2012-01 held on 05th December 2011 be confirmed.

Distributed Separately

6. POSSIBLE PECUNIARY INTEREST

7. DELEGATIONS

8. BRIEFINGS

- i.* **Ms. Lanie Hurdle, Commissioner, Community Services** – will provide an update regarding a structure for a skate rental and sharpening service at Springer Market Square.*

Report No.: 12-029 – ‘Springer Market Square – Award of Skate Rental and Sharpening Service Contract’ was considered at the December 20, 2011 meeting of Council, and the following resolution was approved:

THAT staff be authorized to negotiate a license agreement for three (3) years with City Hall Skate Rental(s) Inc., for the operation of a Skate Rental and Sharpening Service on Springer Market Square from December 1st to March 31st of the skating season; and

THAT the Mayor and Clerk be authorized to enter into such agreement in a form satisfactory to the Director of Legal Services.

The report indicated that the structure does not require KMHC approval, and that staff will provide information and receive feedback at this meeting. The report can be viewed at:

http://www.cityofkingston.ca/cityhall/council/council_agenda.asp

- ii.* **Mr. R. Bruce Downey, Vice-Chair** – will provide an update further to a Passive House Institute conference he attended in November.

9. UPDATES

- A. Planning & Development Department** – updates will be provided by Staff

a) Working Groups

- i.* Historic Properties Research Working Group (Don Taylor)
ii. Communications and Education Working Group (John Duerkop, Chair, Bob Cardwell, Peter Gower)

b) Delegated Authority

c) Technical Circulations to Staff

d) Designation Matters

e) Site Visits and Reports

- i.* 9 George Street further to pre-consultation PRE-KMHC-001 (2012) at the December 2011 meeting regarding the replacement of four windows.

- ii. 81-83 King Street further to pre-consultation PRE-KMHC-003 (2012) at the December 2011 meeting regarding options for the replacement of a fire escape in response to a fire inspection report.
- iii. 126 Wellington Street further to completion of the approved work for Application P18-391-017-2011 for replacement of glass, installation of a fence, sign and fire door. This site visit is tentatively scheduled for 06th February at 11:00 a.m.

f) Status of Heritage Grant and Heritage Tax Applications:

g) Other:

B. Chair's Report – updates provided by Mr. Peter Gower, Chair

- i. 2012 Heritage Conference – 31st May – 03rd June 2012
- ii. University of Waterloo Report regarding sale prices
http://www.environment.uwaterloo.ca/research/hrc/pdf/p_value.pdf
- iii. 2012 Volunteer Service Awards program (www.ontario.ca/honoursandawards)
See Schedule – Page 39.
- iv. Ontario Heritage Week 2012 - February 20-26
See Schedule – Pages 40-41.
- v. 85 Fifth Field Company Lane also known as the Queen's Theological Hall Meeting

10. BUSINESS

A. Staff Reports

i. Notice to Update Designation By-Law for 102 Centre Street

The Recommendation Report of the Commissioner, Sustainability & Growth (KMHC-12-001) attached as Schedule – Pages 1-6.

Recommendation

WHEREAS Section 29 of the *Ontario Heritage Act*, R.S.O. 1990, Chapter 0.18 authorizes the Council of a Municipality to enact By-laws to designate real property, including all buildings and structures thereon, to be of cultural heritage value or interest; and,

WHEREAS when the Council of a municipality has appointed a Municipal Heritage Committee, the Council shall, before giving notice of its intention to designate a property, consult with its Municipal Heritage Committee; and,

WHEREAS the property at 102 Centre Street was subject to a Committee of Adjustment decision that changed the legal description of the property; and,

WHEREAS the current reasons for designation are not sufficient under the current requirements of the *Ontario Heritage Act*; and,

WHEREAS a Heritage Impact Statement was prepared by Bray Heritage, Dr. Jennifer McKendry, and André Scheinman that evaluated the property based on the City's evaluation template and provided an updated statement of significance to be used as the basis of a new Designation By-law.

THEREFORE, it is recommended to Council:

THAT Council serve Notice of Intent to Update the Designation By-law under the *Ontario Heritage Act* for the property located at 102 Centre Street (Part of Farm Lot 22, Concession 1, City of Kingston, County of Frontenac, being Part 1 on Plan 13R-20257) pursuant to section 30.1 of in accordance with the requirements of the *Ontario Heritage Act*.

B. Ontario Heritage Permit Applications Requesting Approval
Applications will be considered beginning at approximately 1:00 p.m.
Please note those items that are time specific.

- i.* Delegation regarding Application P18-295-005-2012 at 320-322 Princess Street.

The delegation is requesting Council consent to the approval of alterations to the designated property located at 320 -322 Princess Street in accordance with the details described in Application P18-295-005-2011 and the submission dated December 21st, 2011 that was deemed complete by the Planning and Development Department on December 21st, 2011 said alterations requesting approval for wooden wall signage and signage applied to the front window glass.

Schedule – Pages 7-13.

C. Heritage Permit Applications for Emergency Works requiring Reaffirmation

- i.* Update regarding Application P18-137-004-2012EA at 161 Earl Street.

The applicant is requesting Council consent to the reaffirmation of alterations to the designated property located at 161 Earl Street also known as Fraser House, in accordance with the details described in Application P18-030-001-2011EA and the submission dated December 02nd, 2011 that was deemed complete by the Planning and Development Department on December 02nd, 2011, said alterations requesting approval for the replacement of roof shingles.

D. Heritage Property Grant Applications

E. Pre-Consultation Requests

- i.* Delegation regarding PRE- KMHC-003 (2012) at 216 Ontario Street.
A request for advice is being made for technology upgrades to Ontario Room (Council Chamber).

Schedule Pages 14-23.

- ii.* Delegation regarding PRE- KMHC-005 (2012) at 216 Ontario Street.
A request for advice is being made for location and room numbering signage for the interior of City Hall.

Schedule Page 24.

- iii.* Delegation regarding PRE- KMHC-004 (2012) at 222 Johnson Street.
A request for advice is being made for the demolition of a 2-storey brick addition at the rear of the building, and a two car stucco garage at the rear leading to a municipal laneway.

Schedule Pages 25-27.

- iv.* Delegation regarding PRE- KMHC-006 (2012) at 76 Mowat Avenue.
A request for advice is being made for construction of a detached shed.

Schedule Pages 28-37.

F. Heritage Grant Applications Requesting Release of Funding

- i.* Update regarding Heritage Property Grant Application HG-01-2011 for a property at 268 Main Street, Barriefield Village also known as St. Mark's Church requesting final approval for repointing sections of the bell tower.

Schedule Page 38.

A site visit has taken place.

Resolution of Council April 5, 2011

THAT Application HG-01-2011 268 Main Street, Barriefield Village also known as St. Mark's Church **BE PROVISIONALLY APPROVED** for repointing a section of the bell tower which does not include work approved and completed in 2010 as part of Application P18-416-102-2010, for a Heritage Property Grant of 50% of the costs associated with the Eligible Work as submitted by receipts and up to a maximum amount of \$2000;

- and further -

THAT this approval is provisional upon the eligible work being satisfactorily completed as outlined within By-Law No. 2005-258, 'A By-Law To Establish A Heritage Grants Program', with the grant payable to the owner following a final inspection of the eligible work, a determination that the eligible work has been performed in accordance with the Ontario Heritage Act and any permit issued thereunder, and the final approval of Council.

G. Heritage Property Grant Abandoned Applications

H. Heritage Property Tax Refund Applications

- I. **Property Designations**
- J. **Technical Circulations**
- K. **Other**

- i.* Military Reserve/'Lot A' Boundary Stone

A recommendation from the December meeting to direct 'correspondence as a reminder of the request of the original delegation, that the marker be replicated rather than another marker put in place' will be placed on the January report to Council for approval as the matter was originally approved by a resolution of Council.

- ii.* 223 and 225 Main Street, Barriefield Village

It was agreed at the December meeting that consideration would be given to new information regarding the installation of windows at this property at this meeting.

- 11. **MOTIONS**
- 12. **NOTICE OF MOTION**
- 13. **OTHER BUSINESS**
- 14. **UPCOMING EVENTS**

- i.* **20th – 26th February 2012** - Ontario Heritage Week 2012
- ii.* **31st May – 03rd June - 2012** - Heritage Conference in Kingston

2012 Frontenac Heritage Foundation Series beginning at 7:30 p.m. (unless otherwise noted)

- i.* Tuesday February 21st at RCHA Club: KMHC Panel discussion
- ii.* Tuesday March 13th at RCHA Club: The New Stones of Kingston: Marcus Letourneau on the TD Bank building on Market Square
- iii.* Tuesday April 10th: Peter Gower leads a tour of St. George's Cathedral, including some rarely viewed places
- iv.* Tuesday May 8th at RCHA Club: Annual General Meeting
- v.* Sunday June 3rd: A tour of Boldt and Singer Castles. \$95 per person. Passports required. Shuttle bus from Confederation Park at 8.30 or boat from Rockport at 10. Advance booking required at contact@heritagekingston.com
- vi.* Saturday July 14th, 2.00 at Fluhrer Park: Mary Farrar will show the plans for the Cataraqui River Trail
- vii.* Tuesday August 14th at the Market Square fountain: Sue Bazely and Jennifer McKendry will talk about above and below ground in Market Square.
- viii.* Saturday September 15th, 10.00 at the Millhaven Ferry Terminal: Marc Raymond will lead a tour of Amherst Island.
- ix.* Tuesday October 16th at Renaissance Event Venue: 30th Annual Heritage Conservation Awards

- x. Tuesday November 13th at RCHA Club: André Scheinman will talk on Heritage Preservation
- xi. Tuesday December 11th at 149 Earl Street: Ron Tasker and Bonnie Crook will lead us through the Vosper House.

15. CORRESPONDENCE/CIRCULATIONS

Copies of the following will be available at the meeting if a member wishes to review the full document.

A. Reports to/from Council

- i. 05th December 2011 – Heritage Report No. 01-2012 – considered on 20th December 2011.

B. Correspondence Received

- i. 31st December 2011 – Shore House of 167 Pineway Park, Kingsville, Ontario – from Yolanda Asschert, Concerned Citizen for the preservation of Heritage.
- ii. 2012 Volunteer Service Awards program (www.ontario.ca/honoursandawards)
Schedule – Page 39.
- iii. Ontario Heritage Week 2012 - February 20-26
Schedule – Pages 40-41.

C. Correspondence Sent

Copies of the following will be available at the meeting if a member wishes to review the full document.

Correspondence dated 9th December 2011 from Mr. John Bolognone, City Clerk to:

- i. Mr. Tyler McMurren – Application fP18-113-098-2011 regarding property located at 329 Division.
- ii. Dr. Dijana Oliver – Application P18-263-099-2011 regarding property located at 128-136 Ontario Street.
- iii. Speros and Petula Kanellos – Application P18-309-085-2011 regarding property located at 157-159 -161 Queen Street.
- iv. Chalmers United Church – Heritage Grant Application HG-10-2011 regarding property located at 212 Barrie Street.
- v. Mr. Richard Mitchell – Heritage Grant Application HG – 02-2011 regarding property located at 125 Brock Street.
- vi. Ontario Heritage Trust, Jim Leonard, Registrar, – City of Kingston Municipal Heritage Committee (LACAC) Approvals – approvals, December 6th, 2011.

Correspondence dated 3rd January 2012 from Mr. John Bolognone, City Clerk to:

- i. Speros and Petula Kanellos – Application P18-309-001-2012 regarding property located at 157-161 Queen Street.
- ii. Mr. David Gaensbauer – Heritage Grant Application HG – 10-2011 regarding property located at 226 King Street East.

Correspondence dated 4th January 2012 from Mr. John Bolognone, City Clerk to:

- i.* Mr. Colin Fredericks, Queen's University – Application P18-056-003-2012 regarding property located at 18 Barrie Street.
- ii.* Ontario Heritage Trust, Jim Leonard, Registrar, – City of Kingston Municipal Heritage Committee (LACAC) Approvals – approvals, December 20th, 2011.

Memo dated 15th December 2011, from Ms. Susan Powley, Committee Clerk, Kingston Municipal Heritage Committee, to:

- i.* Mayor Gerretsen – regarding Simcoe Island Lighthouse.

Correspondence dated 3rd Jan, 2012 from Ms. Marnie Venditti, Acting Director, Planning & Development Sustainability & Growth, to:

- i.* Jennifer Dutton, – regarding Heritage Property Grant Program for property located at 196 King Street East.

16. DOCUMENTS

The following documents are available for viewing on the City of Kingston website:

- i.* Code of Conduct for Council and Committee Members at:
<http://www.cityofkingston.ca/cityhall/committees/infrastructure/index.asp>
- ii.* Council Procedural By-law 2010-1 at:
<http://www.cityofkingston.ca/cityhall/bylaws/index.asp>
- iii.* Committee By-law 2010-205 at:
<http://www.cityofkingston.ca/cityhall/bylaws/index.asp>
- iv.* City of Kingston Heritage Properties Register and Listed Properties Consolidation at: www.cityofkingston.ca/heritageproperties

17. HERITAGE LINKS

- i.* Ontario Heritage Act: http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90o18_e.htm
- ii.* Ontario Heritage Connection: www.ontarioheritageconnection.org
<http://www.ontarioheritageconnection.org/live/main.php>
- iii.* Provincial Policy Statement: <http://www.mah.gov.on.ca/Asset1421.aspx>
- iv.* Accessibility in Museums:
<http://www.culture.gov.on.ca/english/heritage/museums/munote12.htm>
- v.* General Accessibility: <http://www.mcass.gov.on.ca/NR/rdonlyres/F8C53147-3A0E-41F1-9C95-C8829DD5485C/1118/AGUIDETOANNUALACCESSIBILITYPLANNINGJan07E.pdf>
- vi.* Archaeological Master Plan:
<http://www.cityofkingston.ca/residents/culture/heritage/archaeology/>
- vii.* Architectural Conservancy of Ontario newsletters:
http://visitor.r20.constantcontact.com/manage/optin/ea?v=001QKOUjm76P7atNhc9cspL_oQ%3D%3D
- viii.* Ontario Heritage Directory: www.ontariohistoricalsociety.ca
- ix.* City Heritage Properties Register:
<http://www.cityofkingston.ca/residents/culture/heritage/properties.asp>

18. NEXT MEETING DATES

The following schedule of 2012 meetings has been established to commence at 12:00 noon in the Council Chamber:

- 06 February
- 05 March
- 02 April
- 07 May
- 04 June
- 09 July
- 13 August
- 10 September
- 01 October
- 05 November
- 03 December

Any updates regarding the location, date and time will be noted on each meeting agenda and on the City meeting calendar at:

<http://www.cityofkingston.ca/calendar/meetings/all/>.

19. ADJOURNMENT:



~ ABEYANCE ITEMS ~
Kingston Municipal Heritage Committee

	Date Item Placed in Abeyance	Description of Item	Who Is To Respond	Timeline for Response	Status
DESIGNATIONS and DISTRICT PLANS					
1.	07 July 2008 (KMHC)	Designation – <u>82 Beverley Street</u>	Heritage Planner and Historic Properties Research Group	To Be Determined	Research is being compiled 12 Jan 2009 – update provided to KMHC following November 2008 site visit 12 September 2011 – update provided that research has been done for the preparation of a by-law.
2.	17 November 2009 (Council)	Designation – <u>2312 Princess Street</u> – (Pleasant View) – Appeal to CRB	Heritage Planner	To Be Determined	17 November 2009 – Council resolution – Notice of Intent to Designate 11 January 2010 – Notice of Objection (CRB) noted to KMHC August 2010 – site visit
3.	06 October 2009 (Council)	Heritage Conservation District - Old Sydenham Heritage Area	Heritage Planner	To Be Determined	On hold pending allocation of staff resources.
OHA BY-LAW DEVELOPMENT PRE-DESIGNATION and DISTRICT PLAN UPDATES					
4.	December 2009 (KMHC)	Designation - <u>2203 Princess Street</u> at Sydenham Road - The Beamish House	Heritage Planner and Historic Properties Research Group	To Be Determined	January 2010 – Update provided by HPRG
5.	December 2002 (KMHC)	Cataraqui Village Designations	Heritage Planner and Historic Properties Research Group	Q2 2012	This project was initiated by the Heritage Committee in 2002.

6.	August 2006 12 November 2007 (KMHC)	Designation – Catarauqui Cemetery	Heritage Planner and Historic Properties Research Group	To Be Determined	May 2011 - A site visit took place and a report will be provided.
7.	December 2009 (KMHC)	Market Square Conservation District Plan - Update	Heritage Staff	To Be Determined	A meeting with the consultants to determine the ongoing workplan for this project is scheduled for October 19, 2011
8.	December 2009(KMHC) 20 April 2010 (Council)	Barriefield Heritage Conservation District Plan - Update	Heritage Staff	To Be Determined	
9.	January 2010 (KMHC)	Designation – <u>71 Montgomery Blvd</u> – Welborne Farm House	Heritage Planner and Historic Properties Research Group	To Be Determined	
10.	March 2010 (KMHC)	Designation – <u>67 Kensington Ave</u>	Heritage Planner and Historic Properties Research Group	To Be Determined	
11.	November 2010 (Council)	Designation – <u>218 King Street East</u> also known as <u>39 Earl Street</u>	Heritage Staff	To Be Determined	This request for an update to the designation by-law will be completed through the Old Sydenham Ward HCD project.
12.	September 2011 (Council)	Update Designation – 102 and 110 Centre Street	Heritage Staff		
13.	December 2011 (Council)	Designation - <u>440 King Street West</u> (By-law 8497) and <u>462 King Street West</u> (By-law 87-	Heritage Staff		A report regarding an update to the Designation By-law for 102 Centre Street will be considered at this meeting.

		335).			
REPORTS					
14.	12 January 2009 (KMHC)	Request for information regarding Heritage Impact Statements which may be required for different situations and needs	Heritage staff	To Be Determined	Staff are undertaking this request (see 'Planning and Development Department Heritage Work Plan to July 2012' Information Report of the Commissioner, Sustainability & Growth (KMHC-11-002).
15.	12 January 2009 (KMHC) May 2010 (KMHC)	Outstanding Grant Applications	Heritage Staff	April 2010	Correspondence directed to outstanding grant applicants in October 2010. Staff are reviewing status of: <ul style="list-style-type: none"> • 244 James St HG-07-2006 • 273 Main St HG-30-2006
16.	March 2008 July 2010	Review of Mandate and Committee Recommendations	Commissioner – Sustainability & Growth	To Be Determined	Under discussion
OTHER BUSINESS					
17.	December 2005 (KMHC)	DND Survey Markers, Barriefield Village (244-246/246-248 James Street)	Facilities		Staff are investigating options for the relocation of the markers to the correct location.
18.		Historic Survey Marker on the north side of Highway #2 Adjacent to CFB			12 September 2011 – update provided that markers will be returned to their original position

		Kingston			
19.	August 2007 (KMHC)	Regent Street/Constantine Arena Ditch, Barriefield Village	Community Services		2008 - Director, Recreation initiated discussions with DND to be reported back to the Committee. July 2009 – email forwarded by Chair.
20.	December 2008 February 2010 October 2010	Development of an Exterior Coverings Document	Exterior Coverings Working Group	To be Determined	Staff have indicated this task will be re-examined after the completion of the Old Sydenham Ward HCD process and the two HCD updates.
21.	October 2009 (KMHC)	Walkway in Barriefield Village	Staff	To be Determined	To be addressed as part of the Barriefield Heritage Conservation District Plan – Update.
22.	August 2005 (KMHC)	Sunnyside Gates	Heritage Staff		August 2005–correspondence directed to owner June 2009 – confirmation that gates are safe; correspondence directed to the owner requesting reinstatement of the gates. 12 September – revisited.
23.	January 2009 (KMHC)	James Street at Green Bay Park Restoration	KMHC		Director, Recreation requested to review and report back to the Committee.
24.	December 2008 (KMHC)	Accessibility Matters in Village HCD	Heritage Staff	To Be Determined	Staff have indicated this will be addressed as part of the Barriefield Heritage Conservation District Plan – Update.
25.	February 2009 (KMHC) February 2011 (KMHC)	Application P18-437-091-2008 <u>412</u> <u>Regent Street</u> - Fencing	Heritage Staff Heritage Staff	To Be Determined	Consideration of an existing accessory structure with increased height, altered roofline and foundation. Staff have provided correspondence to the owner regarding the installation of chain link fencing.
26.	October 2009/2010 (KMHC)	Walking Tours	Communications & Education Working Group and Staff		2 pamphlets produced each year, subject to budgetary approval.

27.	February 2010 (KMHC)	Heritage Commemoration Guidelines	Communications & Education Working Group	To Be Determined	
28.	March 2011	Summary and Use of the Heritage Tax Refund Program	Heritage Staff	To be Determined	Staff will provide a summary of how much the municipal programs are used which are currently in place. Staff are currently investigating this and will report back when sufficient information is gathered.
29.	June 2011 (KMHC)	Discussion regarding Landscaping as part of a Designation	KMHC	To be Determined	