



**Peterborough Architectural Conservation
Advisory Committee Minutes
City of Peterborough
November 13, 2012**

**Minutes of a Meeting of Peterborough Architectural Conservation
Advisory Committee Held on November 13, 2012 in the Sutherland
Room**

The meeting of Peterborough Architectural Conservation Advisory Committee was called to order at 7:00 p.m. in the Sutherland Room, City Hall.

Present:

Catherine Dibben
Geoffrey Eve
Stewart Hamilton, Chair
Paul Lumsden
Kathryn McLeod
Kaes Vanderkooy
Gord Young

Regrets:

Councillor Pappas
Martin Parker

Staff:

Natalie Garnett, Deputy City Clerk
Kendra Sedgwick, Committee Coordinator
Rebecca Whelan, Heritage Researcher
Mary Gallop, Manager of Facilities & Special Projects
Erik Hanson, Heritage Resources Coordinator (8:07 p.m.)

Minutes - October 9, 2012

Moved by Kaes Vanderkooy

That the minutes of the Peterborough Architectural Conservation Advisory Committee meeting held on October 9, 2012, be approved as amended.

"CARRIED"

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Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Consent Agenda

Moved by Geoffrey Eve

That items 6 and 7 be approved as part of the Consent Agenda.

“CARRIED”

**Heritage Resources Coordinator
Report PACAC12-044
Doors Open Update**

That the PACAC approve the recommendation outlined in Report PACAC12-044, dated November 13, 2012 of the Heritage Resources Coordinator, as follows:

That the report on the 2013 Doors Open be received for information.

“CARRIED”

**Heritage Resources Coordinator
Report PACAC12-046
2013 PACAC Meeting Schedule**

That the PACAC approve the recommendation outlined in Report PACAC12-046 dated November 13, 2012 of the Heritage Resources Coordinator, as follows:

That the PACAC adopt the 2013 meeting schedule as presented in this report.

“CARRIED”

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Moved by Gord Young

That the agenda be amended and that item 4 be dealt with at the beginning of the meeting.

“CARRIED”

**Heritage Resources Coordinator
Report PACAC12-042
Little Lake Master Plan**

Moved by Catherine Dibben

That the PACAC approve the recommendation outlined in Report PACAC12-042, dated November 13, 2012 of the Heritage Resources Coordinator, as follows:

That the presentation by the Manager of Facilities & Special Projects be received for information.

“CARRIED”

391 Parkhill Road West – z1213

Moved by Gord Young

That the PACAC recommend that the proposed structure (Application z1213 – 391 Parkhill Road West) be sympathetic of the historically designated property in the area and further that there be a reasonable set back from Parkhill Road.

“CARRIED”

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721 Monaghan Road – z1219

Moved by Gord Young

That the Committee request that the name Knox be preserved in the redevelopment of the property at 721 Monaghan Road.

“CARRIED”

**Heritage Resources Coordinator
Report PACAC12-043
Heritage Preservation Office Report**

Moved by Kaes Vanderkooy

That the PACAC approve the recommendation outlined in Report PACAC12-043, dated November 13, 2012 of the Heritage Resources Coordinator, as follows:

That the Heritage Preservation Office report with respect to the monthly activities of the Heritage Preservation Office for October 2012, be received for information.

“CARRIED”

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**Heritage Resources Coordinator
Report PACAC12-045
PACAC Letterhead**

Moved by Paul Lumsden

That the PACAC approve the recommendations outlined in Report PACAC12-045, dated November 13, 2012 of the Heritage Resources Coordinator, as follows:

- a) That staff Committee receive a presentation from Louis Taylor of George North Studios with proposals for the updated design for the PACAC's printed material, and;**
- b) That the Committee procures a supply of stationary, envelopes and business cards based on an approved design at a maximum cost of \$600.00 for design services and production.**

"CARRIED"

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**Heritage Resources Coordinator
Report PACAC12-047
Funding of Special Projects**

Moved by Geoffrey Eve

That the PACAC approve the recommendations outlined in Report PACAC12-047, dated November 13, 2012 of the Heritage Resources Coordinator, as follows:

- a) That the PACAC partner with the Peterborough Historical Society and match its cash or in-kind funding to host the launch and reception for a new book by Andrew Elliott, to a limit of \$200.00**
- b) That Louis Taylor of North George Studio be retained to produce a commemorative walking tour guide of the architectural heritage of Peterborough in honour of Martha Kidd's contribution to heritage preservation in the City, and;**
- c) That the cost of producing the walking tour guide be covered through a combination of the remaining uncommitted funds in the reserve account and a fundraising campaign, and;**
- d) That the PACAC endorse the concept of naming the Carnegie Annex of City Hall in honour of Martha Kidd.**

"CARRIED"

Other Business

Geoffrey Eve gave an update on the new PACAC webpage.

Moved by Gord Young

That the Committee move ahead with the website development.

"CARRIED"

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Moved by Gord Young

That an Ad Hoc Committee consisting of three (3) members plus the Chair be formed to secure local businesses to advertise on the Auburn Trail 1 walking tour brochure.

"CARRIED"

The Chair thanked Geoffrey Eve and Gord Young for their contributions to the PACAC.

Adjournment

Moved by Gord Young

That this meeting of the Peterborough Architectural Conservation Advisory Committee adjourn at 8:56 p.m.

"CARRIED"

Natalie Garnett
Deputy City Clerk

Stewart Hamilton
Chair



**Peterborough Architectural
Conservation Advisory Committee
Minutes
City of Peterborough
January 15, 2014**

**Minutes of a Meeting of the Peterborough Architectural Conservation
Advisory Committee Held on January 15, 2014 in the Sutherland
Room, City Hall.**

The meeting of the Peterborough Architectural Conservation Advisory Committee was called to order at 7:00 p.m. by Kendra Sedgwick, Committee Coordinator in the Sutherland Room, City Hall.

Present:

Stewart Hamilton
Kathryn McLeod
Martin Parker
Bronson Smith
Kaes Vanderkooy
Ivan Bateman
Catherine Dibben
Paul Lumsden

Regrets:

Councillor Pappas

Staff:

Erik Hanson, Heritage Resources Coordinator
Rebecca Whelan, Heritage Researcher
Kendra Sedgwick, Committee Coordinator

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Election of Officers for 2014

Chair

Moved by Kathryn McLeod

That Stewart Hamilton be appointed as Chair of the Peterborough Architectural Conservation Advisory Committee for 2014.

"CARRIED"

Stewart Hamilton assumed the Chair.

Vice Chair

Moved by Catherine Dibben

That Kathryn McLeod be appointed as Vice Chair of the Peterborough Architectural Conservation Advisory Committee for 2014.

"CARRIED"

Designation Sub-Committee

Moved by Catherine Dibben

That Kaes Vanderkooy be appointed as Chair of the Designation Sub-Committee for 2014.

"CARRIED"

Cenotaph Committee Appointee

Paul Lumsden volunteered to serve as PACAC's representative on the Cenotaph Advisory Committee for 2014.

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Minutes – November 14, 2013

Moved by Martin Parker

That the minutes of the Peterborough Architectural Conservation Advisory Committee meeting held on November 14, 2013 be approved.

“CARRIED”

Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Consent Agenda

Moved by Kaes Vanderkooy

That items 5, 6 and 8 are approved as part of the Consent Agenda.

“CARRIED”

**Heritage Resources Coordinator
Report PACAC14-002
PACAC2014 Budget**

Moved by Kaes Vanderkooy

That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report PACAC14-002, dated January 15, 2014 of the Heritage Resources Coordinator, as follows:

That the PACAC approve the budget allocations, as outlined in Appendix A.

“CARRIED”

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**Heritage Resources Coordinator
Report ACHAC14-003
Heritage Week**

Moved by Kaes Vanderkooy

That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report ACHAC14-003, dated January 15, 2014 of the Heritage Resources Coordinator, as follows:

That the PACAC fund advertising and publicity for the planned 2014 Heritage Week activities to a maximum of \$1500.

“CARRIED”

**Heritage Resources Coordinator
Report PACAC14-005
PACAC Publicity Items**

Moved by Kaes Vanderkooy

That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC14-005, dated January 15, 2014 of the Heritage Resources Coordinator, as follows:

- a) That the committee accept the quote of \$150 for the production on the new PACAC pull-up banner; and,**
- b) That the PACAC approve the expenditure of \$325 for the installation of the new street banner at Murray Street for the month of February in celebration of Heritage Week 2014.**

“CARRIED”

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**Heritage Resources Coordinator
Report PACAC14-001
Heritage Preservation Office Report**

Moved by Paul Lumsden

That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report PACAC14-001, dated January 15, 2014 of the Heritage Resources Coordinator, as follows:

That the report with respect to the monthly activities of the Heritage Preservation Office for November and December 2013, be received for information.

“CARRIED”

Moved by Kaes Vanderkooy

That the PACAC Chair draft a letter and forward it to the Planning Division outlining the Committee’s concerns with respect to the Zoning By-law Amendment for 139 Douro Street (File Z1320).

“CARRIED”

Moved by Bronson Smith

That the PACAC Chair send a letter of thanks to Peterborough GreenUP for their partnership over the past two years while working on the Under The Canopy book.

“CARRIED”

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**Heritage Resources Coordinator
Report PACAC14-004
Martha Kidd Commemoration**

Moved by Martin Parker

That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC14-004, dated January 15, 2014 of the Heritage Resources Coordinator, as follows:

- a) That \$10,150 (including \$4,500 being pre-committed from 2013 budget, \$1,000 of proceeds from the sale of Beneath The Canopy, \$450 from the sale of PACAC merchandise, \$3,500 from the 2014 special projects budget and \$700 reallocation of 2013 special projects budget) be allocated for the production of a publication on heritage preservation in Peterborough to honour the life and work of Martha Ann Kidd, and;**
- b) That the PACAC make the publication a collection of edited essays instead of a walking tour brochure as previously proposed.**

Committee at its meeting of January 15, 2014 added the following:

- c) That PACAC undertake a fundraising campaign to support the completion of the Martha Kidd commemoration project.**

“CARRIED”

Other Business

2014 PACAC Meeting Schedule

Moved by Paul Lumsden

That the PACAC change the meeting date to the first Thursday of each month for 2014.

“CARRIED”

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As this item was a reconsideration of a motion previously approved by the Committee in November 2013, it required a 2/3 vote. Upon the motion of Paul Lumsden, the motion carried.

Next Meeting – The Chair indicated that the next meeting of the Committee is scheduled for February 6, 2014.

Adjournment

Moved by Paul Lumsden

That this meeting of the Peterborough Architectural Conservation Advisory Committee adjourn at 8:35 p.m.

"CARRIED"

Kendra Sedgwick
Committee Coordinator

Stewart Hamilton
Chair



**Peterborough Architectural Conservation
Advisory Committee Minutes
City of Peterborough
October 2, 2014**

**Minutes of a Meeting of the Peterborough Architectural Conservation
Advisory Committee Held on October 2, 2014 in the City Board Room,
City Hall.**

The meeting of the Peterborough Architectural Conservation Advisory Committee was called to order at 7:02 p.m. by Stewart Hamilton, Chair in the City Board Room, City Hall.

Present:

Catherine Dibben
Stewart Hamilton, Chair
Ivan Bateman
Bronson Smith
Kaes Vanderkooy
Martin Parker
Paul Lumsden

Regrets:

Councillor Pappas

Staff:

Kathryn McLeod, Heritage Researcher
Kendra Sedgwick, Committee Coordinator

Minutes – September 4, 2014

Moved by Kaes Vanderkooy

**That the minutes of the Peterborough Architectural Conservation Advisory
Committee meeting held on September 4, 2014 be approved.**

“CARRIED”

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Disclosure of Pecuniary Interest

There were no disclosures of Pecuniary Interest.

Consent Agenda

Moved by Martin Parker

That item 5 be approved as part of the Consent Agenda.

“CARRIED”

**Heritage Resources Coordinator
Report PACAC14-030
2015 PACAC Meeting Schedule**

Moved by Martin Parker

That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report PACAC14-030, dated October 2, 2014 of the Heritage Resources Coordinator, as follows:

That the PACAC adopt the 2015 meeting schedule as presented in this report.

“CARRIED”

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**Heritage Resources Coordinator
Report PACAC14-034
Martha Kidd Commemoration**

Moved by Paul Lumsden

That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC14-034, dated October 2, 2014 of the Heritage Resources Coordinator, as follows:

- a) That the draft budget for the Martha Kidd Commemoration be approved as revised, and;**
- b) That Dr. Michael Eamon be retained at a cost of \$1,000.00 to outline the book and contact potential authors.**

“CARRIED”

**Heritage Resources Coordinator
Report PACAC14-032
Alteration Application: 482 Mark Street – The Mattress Factory**

Moved by Kaes Vanderkooy

That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report PACAC14-032, dated October 2, 2014 of the Heritage Resources Coordinator, as follows:

That the Peterborough Architectural Conservation Advisory Committee deny the proposed alterations to 482 Mark Street; and

That the Chair send a letter to the applicants outlining the alterations that could be made in order for this application to be approved; which would include:

- the use of ferrous metal for all railings, supporting structure and guards which would be complimentary to the east side of the building and sympathetic with the use of the building.**

“CARRIED”

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**Heritage Resources Coordinator
Report PACAC14-031
Heritage Preservation Office Report**

Moved by Catherine Dibben

That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC14-031, dated October 2, 2014 of the Heritage Resources Coordinator, as follows:

- a) That the report with respect to the monthly activities of the Heritage Preservation Office for September, 2014 be received for information, and;**
- b) That the committee support the HPO in undertaking the completion of Designation Briefs for the properties identified in this report as having high designation eligibility.**

“CARRIED”

**Heritage Resources Coordinator
Report PACAC14-033
PACAC By-law Update**

Moved by Martin Parker

That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC14-033, dated October 2, 2014 of the Heritage Resources Coordinator, as follows:

- a) That the update regarding By-law 06-193, Being a By-law to Establish a Municipal Heritage Committee, as outlined in the draft By-law attached as Appendix A, be endorsed as amended, and;**
- b) That PACAC request staff to forward the By-law to Council under cover of a staff report recommending its passage.**

“CARRIED”

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Other Business

Moved by Kaes Vanderkooy

That PACAC approve an expenditure of a sum not to exceed \$2,000.00 for the 2015 Doors Open Event.

"CARRIED"

Next Meeting – The Chair indicated that the next meeting of the Committee is scheduled for February 5, 2015.

Adjournment

Moved by Kaes Vanderkooy

That this meeting of the Peterborough Architectural Conservation Advisory Committee adjourn at 9:05 p.m.

"CARRIED"

Kendra Sedgwick
Committee Coordinator

Stewart Hamilton, Chair