



**Peterborough Architectural Conservation  
Advisory Committee Minutes  
City of Peterborough  
November 3, 2016  
Draft Minutes Not Approved**

**Minutes of a Meeting of the Peterborough Architectural Conservation  
Advisory Committee held on November 3, 2016 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 Stewart Hamilton, Chair in the Sutherland Room, City Hall.

Present:

Paul Lumsden  
Catherine Dibben  
Stewart Hamilton, Chair  
Councillor Pappas  
Kaes Vanderkooy  
Jacqueline Irwin  
Steve Guerin

Regrets:

Martin Parker  
Ivan Bateman

Staff:

Erik Hanson, Heritage Resources Coordinator  
Kathryn Matheson, Heritage Researcher  
Kendra Sedgwick, Committee Coordinator

**Minutes – October 6, 2016**

Moved by Steve Guerin

**That the minutes of the Peterborough Architectural Conservation Advisory  
Committee meeting held on October 6, 2016 be approved.**

“CARRIED”

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**Disclosure of Pecuniary Interest**

There were no disclosures of Interest.

**Consent Agenda**

Moved by Kaes Vanderkooy

**That items 8, 9, and 10 be approved as part of the Consent Agenda.**

“CARRIED”

**Heritage Resources Coordinator  
Report PACAC16-036  
Doors Open Peterborough (DOP) 2017**

Moved by Kaes Vanderkooy

**That the PACAC approve the recommendations outlined in Report PACAC16-036, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

- a) That the PACAC register DOP with the Ontario Heritage Trust for 2017;**
- b) That the PACAC approve the reallocation of up to \$2,500 from a combination of the unallocated funds in the PACAC reserve account and fundraising revenue to fund a contract staff person to assist in coordinating DOP 2017.**

“CARRIED”

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**Heritage Resources Coordinator  
Report PACAC16-035  
Heritage Preservation Office Report**

Moved by Kaes Vanderkooy

**That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC16-035, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

**That the report with respect to the activities of the Heritage Preservation Office for October, 2016 be received for information.**

“CARRIED”

**Heritage Resources Coordinator  
Report PACAC16-041  
2017 Meeting Schedule**

Moved by Kaes Vanderkooy

**That the PACAC approve the recommendation outlined in Report PACAC16-041, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

**That the PACAC adopt the 2016 meeting schedule as presented in this report.**

“CARRIED”

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**Heritage Resources Coordinator  
Report PACAC16-042  
Consent Severance Application and Minor Variance Application for  
266 Burnham Street**

Moved by Paul Lumsden

**That the PACAC approve the recommendations outlined in Report PACAC16-042, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

- a) That the PACAC receive the presentation from the agent for 266 Burnham Street regarding the provisional consent severance and minor variance applications for information;**
- b) That the PACAC recommend that a Heritage Impact Assessment (HIA) be undertaken as a condition of provisional approval by the Committee of Adjustment;**
- c) That the PACAC recommend that a Site Plan Agreement be created and approved by the Planner, Urban Design and the Heritage Resources Coordinator as a condition of approval by the Committee of Adjustment, and**
- d) That the PACAC recommend to Council that, if supported by the findings of the HIA, the designation by-law be amended in accordance with the findings.**

“CARRIED”

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**Heritage Resources Coordinator  
Report PACAC16-040  
City Hall Elevator Project**

Moved by Steve Guerin

**That the PACAC approve the recommendations outlined in Report PACAC16-040, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

- a) That the PACAC receive the presentation from Lett Architects regarding the proposed design for the City Hall elevator;**
- b) That the committee approves the proposed massing of the new City Hall elevator shaft and the use of Okatech insulating glass with expanded metal sheet copper curtain wall finish, with the condition that the committee be able to review and comment on a pre-patinated alternate finish.**

“CARRIED”

**Heritage Resources Coordinator  
Report PACAC16-039  
Presentation on Historic Landscape Institute Course**

Moved by Councillor Pappas

**That the PACAC approve the recommendation outlined in Report PACAC16-039, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

**That the presentation from a member of the PACAC regarding her participation in the course on cultural landscape preservation offered by the Historic Landscape Institute be received for information.**

“CARRIED”

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**Heritage Resources Coordinator  
Report PACAC16-037  
Heritage Preservation District Signage**

Moved by Councillor Pappas

**That the PACAC approve the recommendations outlined in Report PACAC16-037, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

- a) That the PACAC receive for information the presentation from the Chair regarding signage options for the Avenues and Neighbourhood Heritage Conservation District; and**
- b) That HPO staff be requested to provide a report with recommendations for the design of signage intended for the Avenues and Neighbourhood Heritage Conservation District.**

“CARRIED”

**Heritage Resources Coordinator  
Report PACAC16-038  
Adoption of Heritage Register**

Councillor Pappas left the meeting at 8:54 p.m.

Moved by Steve Guerin

**That the PACAC approve the recommendations outlined in Report PACAC16-038, dated November 3, 2016 of the Heritage Resources Coordinator, as follows:**

- a) That the proposed Heritage Register be endorsed by the committee;**
- b) That staff be requested to forward the endorsement to Council for its consideration.**

“CARRIED”

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**Other Business**

There were no items of Other Business.

**Next Meeting**

The Chair indicated that there will be a special Committee meeting on Thursday, December 8, 2016.

**Adjournment**

Moved by Paul Lumsden

**That this meeting of the Peterborough Architectural Conservation Advisory Committee adjourn at 9:38 p.m.**

"CARRIED"

Kendra Sedgwick  
Committee Coordinator

Stewart Hamilton  
Chair