



**Peterborough Architectural Conservation  
Advisory Committee Minutes  
City of Peterborough  
January 5, 2017**

**Draft Minutes Not Approved**

**Minutes of a Meeting of the Peterborough Architectural Conservation  
Advisory Committee held on January 5, 2017 in the Sutherland Room,  
City Hall.**

The meeting of the Peterborough Architectural Conservation Advisory Committee was called to order at 7:04 p.m. by Kendra Sedgwick, Committee Coordinator in the Sutherland Room, City Hall.

**Present:**

Stewart Hamilton, Chair  
Kaes Vanderkooy  
Ivan Bateman  
Paul Lumsden  
Jacqueline Irwin  
Councillor Pappas  
Martin Parker  
Steve Guerin

**Regrets:**

James Bradburn

**Staff:**

Erik Hanson, Heritage Resources Coordinator  
Kendra Sedgwick, Committee Coordinator

**Election of Officers for 2017**

**Chair**

Moved by Councillor Pappas

**That Stewart Hamilton be appointed as Chair of the Peterborough Architectural  
Conservation Advisory Committee for 2017.**

"CARRIED"

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Stewart Hamilton assumed the Chair.

**Vice Chair**

Moved by Paul Lumsden

**That Kaes Vanderkooy be appointed as Vice Chair of the Peterborough Architectural Conservation Advisory Committee for 2017.**

“CARRIED”

**Minutes – November 3 and December 8, 2016**

Moved by Paul Lumsden

**That the minutes of the Peterborough Architectural Conservation Advisory Committee meeting held on November 3 and December 8, 2016 be approved.**

“CARRIED”

**Disclosure of Pecuniary Interest**

Jacqueline Irwin declared an interest with Item 5, Report PACAC17-006 – Heritage Conservation District Incentive Program Presentation as she lives in the Heritage Conservation District.

**Consent Agenda**

Moved by Kaes Vanderkooy

**That item 8 be approved as part of the Consent Agenda.**

“CARRIED”

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**Heritage Resources Coordinator  
Report PACAC17-007  
2017 Action Plan**

Moved by Kaes Vanderkooy

**That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report PACAC17-007, dated January 5, 2017 of the Heritage Resources Coordinator, as follows:**

**That the PACAC adopt the 2017 Action Plan to guide the implementation of committee initiatives.**

**“CARRIED”**

**Heritage Resources Coordinator  
Report PACAC17-003  
25 Merino Road**

Moved by Councillor Pappas

**That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC17-003, dated January 5, 2017 of the Heritage Resources Coordinator, as follows:**

- a) That the PACAC receive a presentation from the agent for the owners of 25 Merino Road regarding its proposed design.**
- b) That the PACAC Chair provide a letter stating that the Committee is satisfied with the proposed design for 25 Merino Road.**

**“CARRIED”**

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**Heritage Resources Coordinator  
Report PACAC17-006  
Heritage Conservation District Incentive Program Presentation**

Moved by Councillor Pappas

**That Report PACAC17-006 be deferred to a later Committee meeting.**

**“CARRIED”**

**Heritage Resources Coordinator  
Report PACAC17-004  
Cenotaph Advisory Committee Representation**

Moved by Councillor Pappas

**That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC17-004, dated January 5, 2017 of the Heritage Resources Coordinator, as follows:**

- a) That Paul Lumsden be appointed as the PACAC representative to serve on the Cenotaph Advisory Committee for 2017;**
- b) That Jacqueline Irwin be appointed as the additional PACAC member to serve on a joint ad-hoc committee between the Peterborough Architectural Conservation Advisory Committee and the Cenotaph Advisory Committee.**

**“CARRIED”**

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**Heritage Resources Coordinator  
Report PACAC17-005  
Designation and Permitting Sub-Committee**

Moved by Councillor Pappas

**That the Peterborough Architectural Conservation Advisory Committee approve the recommendations outlined in Report PACAC17-005, dated January 5, 2017 of the Heritage Resources Coordinator, as follows:**

- a) That the PACAC expand the mandate of the Designation sub-committee to include the review of relevant Heritage Permit Applications;**
- b) That the Designation Sub-Committee be reconstituted as the Designation and Permitting sub-committee and that PACAC be provided with the guidelines of the sub-committee at the April PACAC meeting,**
- c) That the PACAC appoint Martin Parker as Chair and Kaes Vanderkooy and Ivan Bateman as additional members to this re-constituted sub-committee; and**
- d) That the Designation and Permitting sub-committee report back to PACAC by end of the year outlining their progress, efficiencies and deficiencies.**

**“CARRIED”**

**Heritage Resources Coordinator  
Report PACAC17-002  
PACAC 2017 Budget**

Moved by Martin Parker

**That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report PACAC17-002, dated January 5, 2017 of the Heritage Resources Coordinator, as follows:**

**That the PACAC approve the budget allocations, as amended.**

**“CARRIED”**

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Councillor Pappas left the meeting at 8:45 p.m.

**Heritage Resources Coordinator  
Report PACAC17-001  
Heritage Preservation Office Report**

Moved by Kaes Vanderkooy

**That the Peterborough Architectural Conservation Advisory Committee approve the recommendation outlined in Report PACAC17-001, dated January 5, 2017 of the Heritage Resources Coordinator, as follows:**

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

"CARRIED"

**Other Business**

There were no items of Other Business.

**Next Meeting**

The Chair indicated that the next meeting of the Committee is scheduled for February 2, 2017.

**Adjournment**

Moved by Kaes Vanderkooy

**That this meeting of the Peterborough Architectural Conservation Advisory Committee adjourn at 8:59 p.m.**

"CARRIED"

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Kendra Sedgwick  
Committee Coordinator

Stewart Hamilton, Chair