



**City of Kingston
Kingston Heritage Properties Committee
Meeting Number 06-2024
Minutes**

**Wednesday, May 15, 2024 at 9:30 a.m.
Hosted at City Hall in Council Chamber**

Committee Members Present

Jane McFarlane, Vice-Chair
Councillor Oosterhof
Jennifer Demitor
Peter Gower
Gunnar Heissler
Alex Legnini
Ann Stevens

Regrets

Councillor Glenn, Chair
Daniel Rose

Staff Members Present

Kevin Gibbs, Director, Heritage Services
Allison Hannah, Committee Clerk
Joel Konrad, Manager, Heritage Planning
Ryan Leary, Senior Heritage Planner
Alan McLeod, Senior Legal Counsel & Deputy City Solicitor
Christine O'Connor, Committee Clerk
Jeff Rempel, Manager, Facilities Construction Services
Iain Sullivan, Committee Clerk

Others Present.

Members of the public were present.

This is not a verbatim report.

Meeting to Order

The Vice-Chair called the meeting to order at 9:30 a.m.

Approval of the Agenda

Moved by Ms. Stevens
Seconded by Ms. Demitor

That the agenda be approved.

Carried

Confirmation of Minutes

Moved by Mr. Heissler
Seconded by Ms. Demitor

That the minutes of Kingston Heritage Properties Committee Meeting Number 05-2024, held Wednesday, April 17, 2024, be approved.

Carried

Disclosure of Pecuniary Interest

There were none.

Delegations

There were none.

Briefings

There were none.

Business

- a) Pre-consultation**
- b) Policy Development and Implementation**
- c) Stream Two Permits – Approval through Delegated Authority**
 - i. Subject: Application for Ontario Heritage Act Approval**
 - Address: 610 Montreal Street**
 - File Number: P18-028-2024**

Mr. Leary introduced the application.

Councillor Oosterhof noted the amount of work done on the project so far. He asked what sources were used to ensure the authenticity of the work being proposed. He further asked how it related to Indigenous usage. He inquired about the funding for the project. Mr. Rempel explained that staff had worked with an architect experienced with projects such as this. He confirmed that the Kingston Native Centre and Language Nest had been working with them on each step. He stated that the City had received grant funding for the project and that the design was within the budget outlined at the start of the project.

Mr. Heissler asked for confirmation that changes had been made since the earlier consultation with the Committee. Mr. Konrad confirmed that changes had been made.

The Vice-Chair provided an opportunity for members of the public to speak.

Don Taylor expressed support for the project and noted that the roundtable discussions had been very useful.

Ms. Stevens expressed support for the project and thanked the team for their work.

Moved by Ms. Stevens

Seconded by Mr. Heissler

That alterations to the property at 610 Montreal Street, be referred to the Director of Heritage Services for the issuance of final approval, in accordance with the details described in the application (P18-028-2024), which was deemed complete on April 2, 2024, with said alterations to include the restoration of the historic limestone building, the removal of an addition along the western elevation and its replacement with a new two-storey curved addition and vestibule with approximately 45 square metres of area as well as significant landscape changes, specifically:

Original Limestone Building:

1. The restoration of the existing contributing windows, wooden doors, as well as the repointing and like-for-like unit replacement of masonry walls/openings, with particular emphasis on the wall that formerly connected to the removed addition and the northeast/west corners;
2. The installation of a new CCTV camera system under/attached to the building soffits/eaves;
3. The relocation and remounting of the existing door actuator and other wiring/conduits from their current location on the stone masonry to a standalone wood post or elsewhere on the building in a less visible location;
4. The installation of new signage, in carved or painted wood, along the western elevation near the new vestibule entrance to identify the updated main building entrance;
5. The creation of limited openings to support new vents and other mechanical features to support new/expanded interior uses and an exterior residential kitchen; and
6. The attachment of a newly proposed vestibule, which will cover less of the western elevation than the existing addition.

Curved Addition and Vestibule:

1. A wood clad vestibule in a black stain with inoperable windows, which will attach the historic building to the curved addition and act as the new main entrance;
2. The installation of a new intercom system, the installation of a 0.15 metre wide by 0.25 metre tall accessibility signage at the new main entrance on the vestibule, and the installation of a residential kitchen on the south elevation; and
3. The creation of an approximately 8.1 metre tall, curved addition that will be clad in wood and have wood accents, a grey standing seam roof equipped with solar panels, 14 operable north/northwest facing windows, and, potentially, solar panels that will be manufactured as cladding panels on the south elevation.

Landscaping:

1. The addition of a new 1.6 to 1.9 metres tall see-through timber frame and mesh fence around much of the property; an updated lighting system that will

- illuminate the building/pathways/parking area; a new single sided painted/carved low ground sign with flood light illumination; and new/updated flora/trees throughout the rest of the property;
2. The addition of a new curved shade structure made of heavy timber sections, with either a cedar or asphalt roof topped with solar panels associated with the curved addition;
 3. The repair/replacement of pathways, including new concrete stairs along Montreal Street, as well as the creation of a new pathway system throughout the property that will include looped bicycle racks near the north elevation of the historic building;
 4. The creation of a new black stained plain wooden sided storage shed (approximately 3.1 metres tall, 1.5 metres deep and 7.8 metres wide) with a reclaimed timber log fence;
 5. The installation of various benches made of timber logs and/or heavy cedar timbers to support the fire pit and outdoor classroom as well as benches in a different design on either side of the newly proposed pathways on the southern portion of the property;
 6. A new play structure/area, approximately 66 square metres in size, and sweat lodge located on the southwest corner, approximately 1.3 metres tall and 6.1 metres wide;
 7. The creation of a new parking lot with 12 parking spaces and associated EV chargers;
 8. The installation of a new condenser (approximately 1.3 metres long, 7.5 metres wide and 1.9 metres tall) to the south of the historic building that will be screened with a combination of timber, mesh fencing and, potentially, flora; and
 9. The addition of a terraced garden that will also accommodate an accessible entrance on the southeastern portion of the property.

That the approval of the application be subject to the following conditions:

1. Repair and replacement of windows undertaken in conformity with the City of Kingston Window Policy and Guidelines;
2. All masonry works shall be completed in accordance with the City's Policy on Masonry Restoration in Heritage Buildings;

3. Any replacement masonry units shall be sourced to match, as close as possible, in colour, size and profile with the existing;
4. That all repairs to wooden features be done with like materials and match existing features in scale and profile;
5. That Heritage Planning staff review/approve any changes to the colour of the wooden doors on the historic building;
6. That the finalized design/colour/location/attachment method of the new camera/intercom system and associated wiring, vents/utilities, lighting system and signage attached to the historic
7. building be provided to Heritage Planning staff for review/approval prior to installation;
8. That the finalized design/location/lighting strategy of the standalone signage, benches, condenser, condenser screening, bicycle racks, play structure/area, and EV chargers be provided to Heritage Planning staff for review/approval prior to installation;
9. That the finalized size/configuration and planter material/design for the terraced garden be provided to Heritage Planning staff for review/approval prior to installation;
10. That the finalized landscape plan be provided to Heritage Planning staff for review/approval to ensure publicly visible elevations remain prominent features of the property;
11. That a load calculation is supplied for review/approval to Kingston Hydro, as necessary;
12. That a Tree Permit and/or Tree Protection strategy, in alignment with City of Kingston guidelines, be obtained/executed, as necessary;
13. A Building Permit shall be obtained, as necessary;
14. That all Planning Act approvals be obtained, as necessary;
15. Heritage Planning staff shall be circulated the drawings and design specifications tied to the Building Permit and Planning Act applications for review and approval to ensure consistency with the scope of the Heritage Permit sought by this application; and

16. Any minor deviations from the submitted plans, which meet the intent of this approval and do not further impact the heritage attributes of the property, shall be delegated to the Director of Heritage Services for review and approval.

Carried

ii. Subject: Application for Ontario Heritage Act Approval

Address: 160 Belmont Avenue

File Number: P18-037-2024

Mr. Leary introduced the application.

Mr. Heissler noted his concern regarding the drainage of the roof. He also stated his opinion that the window and door configuration was not compatible with the siding proposed. Mr. Leary explained that drainage issues were not a heritage matter. He stated that Heritage Services had reviewed the fenestration and had no issues with the proposed locations. Ian Egerton, Owner, confirmed that a survey had been done regarding the drainage of the roof and it was not a concern. He noted his willingness to modify the siding if needed.

The Vice-Chair provided an opportunity for members of the public to speak.

Don Taylor stated his general approval for the project.

Moved by Mr. Gower

Seconded by Councillor Oosterhof

That the alterations to the property at 160 Belmont Avenue be referred to the Director of Heritage Services for the issuance of final approval, in accordance with the details described in the application (File Number P18-037-2024), which was deemed complete on April 11, 2024, with said alteration to include the removal of a single-storey addition and construction of a new single -storey addition; and

That the approval of the application be subject to the following conditions:

1. Any Planning Act approvals shall be obtained, as necessary;
2. A Building Permit shall be obtained, as necessary;
3. Details, including colour(s) and specifics, of the new roofing, siding and windows, shall be submitted to Heritage Planning staff, prior to installation, for review and approval, to ensure they complement the heritage character and attributes of the property;

4. All window works shall be completed in accordance with the City's Policy on Window Renovations in Heritage Buildings;
5. Any works that interface with the masonry shall be completed in accordance with the City's Policy on Masonry Restoration in Heritage Buildings; and
6. Any minor deviations from the submitted plans, which meet the intent of this approval and do not further impact the heritage attributes of the property, shall be delegated to the Director of Heritage Services for review and approval.

Carried

d) Stream Three Permits – Approval through Council Authority

i. Subject: Application for Ontario Heritage Act Approval

Address: 3867 Smith Road

File Number: R01-029-2024

Mr. Leary introduced the application.

Mr. Gower thanked staff for the explanation of the situation. He noted his general approval of the action but noted his wish for additional information to be attached to it.

The Vice-Chair provided an opportunity for members of the public to speak.

Don Taylor noted that the heritage survey had included some opportunities for improvements to the current plans. He asked if the owner would be willing to update the planned changes to reflect those.

In response to the public comment Martha Veendandaal, Owner, stated that they were amenable to making changes based on what the survey had suggested. She noted that the barns would be carefully removed and that they might relocate and rebuild them on another portion of the property.

Mr. Gower moved a motion to amend the recommendation to add additional information.

Councillor Oosterhof commended the motion to amend and stated that he would support it.

Ms. Stevens noted that she had grown up in a rural community and expressed support for the amendment to preserve elements of the barns.

Mr. McLeod offered some suggested amendments to the wording of the motion to add the sections of the *Ontario Heritage Act* relevant to the motion. Mr. Gower accepted the friendly amendments.

Moved by Ms. Demitor

Seconded by Councillor Oosterhof

That the Kingston Heritage Properties Committee recommends to Council:

That the Notice of Intention to Demolish at 3867 Smith Road be received subject to section 27(11) of the Ontario Heritage Act which provides for the requirement that the notice must include such plans and shall set out such information as the council may require prior to the final acceptance of the notice and the beginning of the 60 day notice period under section 27(9); and

That prior to demolition the building will be photographed, measured and documented, with help from “Your Old Barn Study” in conjunction with Ontario Barn Preservation Group and the University of Guelph, or with help from a similar group; and

That the building will be carefully deconstructed to preserve as much of the original materials as possible for future rebuilding on site or on another site, with the assistance of such groups as the Ontario Barn Preservation Group; and

That upon the receipt and acceptance of the said documentation and the deconstruction plan to the satisfaction of Heritage Planning Staff under section 27(11), the notice shall be received and deconstruction under Section 27(9) may proceed by the owner in accordance with the plan.

Carried, as Amended

(See Motion to Amend which Carried)

Moved by Mr. Gower

Seconded by Ms. Stevens

That the motion be amended to delete the words “and no further action be taken” and the following be inserted thereto:

“subject to section 27(11) of the Ontario Heritage Act which provides for the requirement that the notice must include such plans and shall set out such information as the council may require prior to the final acceptance of the notice and the beginning of the 60 day notice period under section 27(9); and

That prior to demolition the building will be photographed, measured and documented, with help from “Your Old Barn Study” in conjunction with Ontario

Barn Preservation Group and the University of Guelph, or with help from a similar group; and

That the building will be carefully deconstructed to preserve as much of the original materials as possible for future rebuilding on site or on another site, with the assistance of such groups as the Ontario Barn Preservation Group; and

That upon the receipt and acceptance of the said documentation and the deconstruction plan to the satisfaction of Heritage Planning Staff under section 27(11), the notice shall be received and deconstruction under Section 27(9) may proceed by the owner in accordance with the plan.”

Carried

e) Notice of Intention to Designate under the Ontario Heritage Act

i. Address: 163 Brock Street

Mr. Leary introduced the report.

The Committee did not provide comment.

The Vice-Chair provided an opportunity for members of the public to speak. There were no comments received from members of the public.

Moved by Mr. Gower

Seconded by Mr. Heissler

That Kingston Heritage Properties Committee recommends to Council:

That Council direct staff to serve a Notice of Intention to Designate the property located at 163 Brock Street, known as the Dupuis House, as a property of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, attached as Exhibit A to Report Number HP-24-027; and

That should no Notice of Objection be received by the Clerk of The Corporation of the City of Kingston within thirty (30) days of the publication of the Notice of Intention to Designate, the Designation By-Law for 163 Brock Street, attached as Exhibit B to Report Number HP-24-027, be presented to Council for all three readings, and that staff be directed to carry out the requirements as prescribed under Section 29(8) of the Act.

Carried

f) Working Groups

g) Permit Approvals / Status Updates

i. Permit Reporting to Committee

The Committee did not provide comment.

Motions

There were none.

Notices of Motion

There were none.

Other Business

Mr. Gower noted a conference that would be taking place in Prince Edward County later in the summer. He also pointed to the item of communication on the Agenda that contained articles from Don Taylor and about the Heritage Services Department and commended both.

Correspondence

See Agenda

Date and time of Next Meeting

The next meeting of the Kingston Heritage Properties Committee is scheduled for Wednesday, June 19, 2024 at 9:30 a.m.

Adjournment

Moved by Ms. Demitor

Seconded by Councillor Oosterhof

That the meeting of the Kingston Heritage Properties Committee adjourn at 10:08 a.m.

Carried