July 21, 2015

Members Present:  
Paul Willoughby, Co-Chair (See Item J1)  
Peter Dymond, Co-Chair (See Item J1)  
City Councillor Doug Whillans – Wards 2 and 6  
Michael Avis  
Chris Bejnar  
Stephen Collie  
Herman Custodio  
Kathryn Fowlston  
Mandeep Kundan  
Douglas McLeod  
Anthony Simone  
Debbi Visser  
David Whyte  
Ken Wilde

Members Absent:  
Harry Blackburn (regrets)  
Jeff Chalmers (regrets)  
Gugni Gill Panaich (regrets)

Staff Present:  
Planning and Infrastructure Services Department:  
Antonietta Minichillo, Heritage Coordinator  
Corporate Services Department:  
Earl Evans, Deputy City Clerk  
Sonya Pacheco, Legislative Coordinator
Minutes  
Brampton Heritage Board

The meeting was called to order at 7:06 p.m. and adjourned at 9:22 p.m.

After due consideration of the matters placed before this Committee, the members beg leave to present its report as follows:

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Co-Chair – Paul Willoughby          Co-Chair – Peter Dymond
A. **Approval of Agenda**

   Earl Evans, Deputy City Clerk, Corporate Services, called the meeting to order and provided information on meeting procedures.

   The following motion was considered.

   **HB049-2015**  That the agenda for the Brampton Heritage Board Meeting of July 21, 2015 be approved as printed and circulated.

   Carried

   The following supplementary information relates to Item J 2 (Health and Safety Concerns – Memorial Arena – 69 Elliott Street – Ward 3) on the published agenda:

   Re: Item J 2 – Letter from Valma Fairgrieve, Recreation Supervisor, Memorial Arena, Public Services, dated July 17, 2015, re: Memorial Arena Championship Banners.

B. **Declarations of Interest under the Municipal Conflict of Interest Act** – nil

C. **Previous Minutes**

   **C 1. Minutes – Brampton Heritage Board – June 16, 2015**

   The recommendations in the minutes were considered by Planning and Infrastructure Services Committee on June 22, 2015 and approved by Council on July 8, 2015, as amended in Recommendation HB045-2015, which reads as follows:

   **HB045-2015** 1. That the Staff Comments from Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services, dated May 5, 2015, to the Brampton Heritage Board Meeting of June 16, 2015, re: Heritage Permit Application – 45 Church Street – Ward 6 (File BH.c), be received; and,

   2. That the Heritage Permit Application from Don Arthur, on behalf of the property owners (Guy Vanderbroek and Ivy Ng), to the Brampton Heritage Board Meeting of June 16, 2015, re: 45 Church Street – Ward 6 (File BH.c), be received; and,
3. That the Heritage Permit Application be approved, subject to the owner agreeing to the City placing an easement on the property to allow inspection of the 16” opening in the porch enclosure in order to ensure that it remains open.

The minutes were provided for the Board’s information.

D. Consent

The following item listed with an asterisk (*) was considered to be routine and non-controversial by the Board and was approved at one time.

(nil)

E. Delegations/Presentations

E 1. Orientation for New and Returning Members of the Brampton Heritage Board:
   1. **Overview of Procedural Matters** – Earl Evans, Deputy City Clerk, Corporate Services
   2. **Overview of Heritage Program** – Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services

Following an introduction of Board Members and staff, Earl Evans, Deputy City Clerk, Corporate Services, provided an overview of procedural matters relating to the Brampton Heritage Board:

- Overview
- Brampton Heritage Board Member Appointments
- City of Brampton Departments
- Orientation Binders
- Brampton Heritage Board Advisory and Consultative Role
- City By-laws
- Quorum and Meeting Attendance
- Agendas and Minutes
- Meeting Procedures
- Provincial Legislation – Municipal Conflict of Interest Act
- Role of Legislative Coordinator
- Role of Committee Members

Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services, presented an overview of the Heritage Program in the City of Brampton, as follows:
Minutes  
Brampton Heritage Board

- What is a Municipal Heritage Committee?
- Statutory Roles and Responsibilities
- Additional Roles and Responsibilities
- Staff Resources
- What is a Cultural Heritage Resource?
- Key Legislation, Policies, Standards
- Alignment with City of Brampton (COB) Goals and Objectives
- Strategic Plan
- COB Heritage Program
- Collaboration
- Heritage Conservation: An Important and Necessary Endeavour (Video)
- Benefits of Conservation
- Heritage Register – Designated/Listed Properties
- Heritage Conservation Districts – Churchville/Main Street South
- Conservation Tools
- Heritage Permits
- Heritage Incentive Grants
- Heritage Impact Assessment (HIA)
- Conservation Plan
- Heritage Building Protection Plan (HBPP)
- Property Standards and Vacant Building By-laws
- Façade Improvement Program
- Outreach and Education
- Heritage Plaque Program
- Increasing Awareness
- Where We Are Going

Ms. Minichillo responded to questions from the Board regarding the provisions of the Vacant Building By-law relating to hydro in vacant buildings.

The following motion was considered.

HB050-2015 That the following presentations to the Brampton Heritage Board Meeting of July 21, 2015, re: Orientation for New and Returning Members of the Brampton Heritage Board be received:

1. **Overview of Procedural Matters** – Earl Evans, Deputy City Clerk, Corporate Services
2. **Overview of Heritage Program** – Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services.

Carried
F. **Sub-Committees**

F 1. Discussion re: **Establishment of Brampton Heritage Board Sub-Committees** (File G33):

- **Heritage Resources Sub-Committee** *(Designations, Cultural Landscapes, Heritage Inventory, Development Applications)*

- **Outreach and Marketing Sub-Committee** *(Historic Plaque Program, Newsletter, Projects, Events, Awards)*

Paul Willoughby, Co-Chair, provided an overview of the mandate for the Heritage Resources Sub-Committee and the Outreach and Marketing Sub-Committee.

Discussion took place regarding the sub-committee meetings, as follows:

- meeting dates/time/location/frequency
  - It was noted that a meeting date and time would be determined at the first meeting of each sub-committee
- time commitment from Board members
- importance of member participation in various activities and events
- preparation of sub-committee minutes to the Board

Mr. Willoughby advised that in order to provide new members with time to consider the information received at this meeting, members will be asked to sign up for the sub-committee(s) of their choice at the next meeting.

G. **Designation Program**

G 1. **Proposed Designations**

A list of proposed heritage designations was attached to the agenda for the Board’s information.

G 2. **Recent Designations**

The Board acknowledged that a heritage designation by-law for the following property was passed at the Council Meeting of July 8, 2015:

- To designate the property at 45 Railroad Street as being of cultural heritage value or interest – Ward 1 (By-law 150-2015)
Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services, advised that the subject property is the former Dominion Skate Building.

H. Heritage Impact Assessments (HIA) – nil

I. Correspondence – nil

J. Other/New Business

J 1. Election of Chair and Vice-Chair or Co-Chairs

Earl Evans, Deputy City Clerk, Corporate Services, advised the Board of the option to elect a Chair and Vice-Chair or Co-Chairs of the Board. There was consensus among Board Members to elect Co-Chairs.

Mr. Evans opened the floor for nominations.

Paul Willoughby, Peter Dymond and Ken Wilde were nominated for the positions of Co-Chair.

Mr. Evans called for nominations a second and third time. No further nominations were put forward.

At the request of Mr. Evans, the three candidates confirmed their acceptance of the nominations and made brief remarks in support of their nominations.

Mr. Evans indicated that because there are three candidates, Board Members have a maximum of two (2) votes each. Voting to determine which members would be appointed as Co-Chairs took place by secret ballot.

Following the collection and counting of the ballots by Clerk’s Office staff, Mr. Evans announced that Paul Willoughby and Peter Dymond received the majority of votes, and were therefore appointed as Co-Chairs of the Brampton Heritage Board.

A procedural motion to destroy the ballots was put forward, voted on and carried.
Discussion took place regarding the option to conduct another election mid-term, to provide other members with the opportunity to be appointed to the position of Co-Chair.

The following motion was considered.

HB051-2015

That Paul Willoughby and Peter Dymond be appointed Co-Chairs of the Brampton Heritage Board for the term ending November 30, 2016, or until their successors are appointed.

Carried

Mr. Willoughby assumed the position of Co-Chair, and chaired the remainder of the meeting.

J 2. Verbal advisory from Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services, re: Health and Safety Concerns – Memorial Arena – 69 Elliott Street – Ward 3

Paul Willoughby, Co-Chair, provided an overview of the letter from Valma Fairgrieve, Recreation Supervisor, Memorial Arena, Public Services, dated July 17, 2015, regarding the removal of the Championship Banners at Memorial Arena due to mold contamination.

Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services, advised the Board that, due to health and safety concerns, work to remove and store the banners will take place immediately, and staff will address the Board at the next meeting regarding this matter and the requirement for a heritage permit.

Discussion on this matter included the cause of the contamination and damages to the roof of the facility.

In response to requests from Board members, Ms. Minichillo indicated she would advise Ms. Fairgrieve of the following requests:

- that pictures be taken of the banners prior to removal
- that an update on the press box be provided at the next meeting

K. Referred/Deferred Items – nil

L. Information Items

2015 07 21
L 1. The Board acknowledged that the following by-law was passed at the Council Meeting of July 8, 2015:

- To repeal By-law 62-83, being a by-law to designate the property at 1930 Wanless Drive as being of cultural heritage value or interest – Ward 6 – heritage resource was lost due to fire (By-law 151-2015)

In response to concerns regarding the removal of trees on this property, it was noted that the trees were not named in the designation.

In addition, Antonietta Minichillo, Heritage Coordinator, Planning and Infrastructure Services, advised that a repeal of the by-law does not preclude a possible commemoration of the property.

M. Question Period

1. Peter Dymond, Co-Chair, advised the Board that the property 67 Main Street South is listed for sale, and asked Board members if they were interested in a tour of this property.

In response to interest from Board members, Mr. Dymond advised he would make the necessary arrangements and advise the Board accordingly.

N. Public Question Period – nil

O. Adjournment

Prior to adjournment, there was discussion regarding the need to schedule a Special Board meeting in August 2015 to address various heritage issues.

The following motion was considered.

HB052-2015 1. That a Special Meeting of the Brampton Heritage Board be scheduled to take place on Tuesday, August 18, 2015 at 7:00 p.m.; and

2. That the Brampton Heritage Board do now adjourn to meet again on Tuesday, August 18, 2015 at 7:00 p.m. or at the call of the Chair.

Carried