



## **Heritage Oakville Advisory Committee**

### **MINUTES**

**Date:** September 27, 2022

**Time:** 9:30 am

**Location:** Council Chamber

**Members:** Drew Bucknall, Chair  
Councillor Duddeck  
Councillor Gittings  
Russell Buckland  
Kerry Colborne  
Robert Ferguson  
Susan Hobson  
Brenda Sweeney (As of 9:35 a.m.)

**Regrets:** Gerarda (Geri) Tino, Vice-Chair  
George Gordon

**Staff:** Gabe Charles, Director of Planning Services  
Kirk Biggar, Manager of Policy Planning and Heritage  
Susan Schappert, Heritage Planner  
Carolyn Van Sligtenhorst, Heritage Planner  
Jill Marcovecchio, Council and Committee Coordinator

**A meeting of the Heritage Oakville Advisory Committee was held on September 27, 2022, in the Council Chamber of the Oakville Municipal Building, commencing at 9:30 a.m.**

**These minutes will go forward to the Council meeting of October 11, 2022 for approval. Please view those minutes to note any changes Council may have made.**

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#### **1. Regrets**

Regrets as noted above.

**2. Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

**3. Confirmation of Minutes of Previous Meeting(s)**

Moved by Councillor Duddeck

That the minutes of the Heritage Oakville Advisory Committee meeting of July 26, 2022, be approved.

CARRIED

**4. Discussion Item(s)**

**4.1 HP041/22-42.20T 408 Trafalgar Road – Construction of new addition**

Moved by Councillor Gittings

1. That Heritage Permit Application HP041/22-42.20T for the construction of a new addition at 408 Trafalgar Road, as attached in Appendix B to the report dated September 20, 2022 from Planning Services, be approved subject to the following:
  - a. That final details on the windows, doors and cladding material be submitted to Heritage Planning staff for final approval; and
2. That this heritage permit expire two years from the date of final approval by Council.

CARRIED

**4.2 Heritage permit application HP042/22-42.20T 400 Trafalgar Road – construction of new addition and alterations to existing house**

Moved by Councillor Duddeck

1. That Heritage Permit Application HP042/22-42.20T for the construction of a new addition and alterations to the existing house at 400 Trafalgar Road, as attached in Appendix B to the report

dated September 20, 2022 from Planning Services, be approved subject to the following:

- a. That final details on the windows, doors, cladding and hard landscaping material be submitted to Heritage Planning staff for final approval;
  - b. That any historic materials to be removed, including any leaded glass wood framed windows, be made available for salvage; and
2. That this heritage permit expire two years from the date of final approval by Council.

CARRIED

**4.3 Heritage Permit Application HP044/22-42.20R 326 Reynolds Street – Reconstruction of existing garage**

Moved by Councillor Gittings

1. That Heritage Permit Application HP044/22-42.20R for the reconstruction of the existing garage at 326 Reynolds Street, as attached in Appendix B to the report dated September 20, 2022 from Planning Services, be approved subject to the following:
  - a. That final details on the windows, doors and cladding material be submitted to Heritage Planning staff for final approval; and
2. That this heritage permit expire two years from the date of final approval by Council.

CARRIED

**4.4 Heritage permit application HP043/22-42.20N 68-70 Navy Street – revisions to rear addition**

Moved by Councillor Gittings

That Heritage Permit Application HP043/22-42.20N for revisions to the rear addition at 68-70 Navy Street, as attached in Appendix B to the report dated September 20, 2022 from Planning Services, be deferred to the Heritage Oakville Advisory Committee meeting of October 18, 2022, to allow for further public engagement.

CARRIED

**4.5 Review of development application – Brantwood School at 221 Allan Street**

The committee provided the following heritage related comments for consideration:

- signage signifying that the building was Brantwood School should be incorporated into the front of the building or the landscaping;
- the applicants should consider naming the development in a way that commemorates its history (i.e. use Brantwood in the name);
- a historical plaque should be installed to recognize the significance of the property; and
- there was support for replacing the front doors with new ones to match as the existing ones are in poor condition and have been subject to overuse and vandalism.

Moved by Kerry Colborne

That the report “Review of development application – Brantwood School at 221 Allan Street”, dated September 20, 2022 from Planning Services, be received.

CARRIED

**4.6 Notice of intention to demolish – 3017 Old Bronte Road**

A separate staff report will be forwarded to the October 11, 2022 Council for consideration.

Moved by Councillor Duddeck

1. That Council issue a notice of intention to repeal By-law 2022-095, a by-law to designate the Former Palermo Methodist Church Parsonage at 3017 Old Bronte Road as a property of cultural heritage value or interest, subject to Clauses 2 and 3 below.
2. That the owner of 3017 Old Bronte Road enter into a Heritage Easement Agreement (HEA) with the town to salvage and store materials from the Former Palermo Methodist Church Parsonage building to be used in a new commemorative feature within the site,

in conformity with this report and with the Agreement to be in form and content satisfactory to the Town Solicitor and the Director of Planning Services or their designates.

3. That the Heritage Easement Agreement be executed prior to the issuance of a notice of intention to repeal By-law 2022-095 by Council and prior to the issuance of a building permit for demolition of the Former Palermo Methodist Church Parsonage building.
4. That the new commemorative feature at 3017 Old Bronte Road be protected in perpetuity through either a Heritage Easement Agreement or through a designation by-law under Part IV of the *Ontario Heritage Act*.

CARRIED

**5. Information Item(s)**

**5.1 Heritage Conservation District Update**

**5.2 Delegated Heritage Permits - June - August 2022**

Moved by Russell Buckland

That the information items be received.

CARRIED

**6. Date and Time of Next Meeting**

October 18, 2022

Oakville Municipal Building

Council Chamber - 9:30 a.m.

**7. Adjournment**

Moved by Russell Buckland

That this meeting be adjourned.

CARRIED

The meeting adjourned at 11:03 a.m.