



## HERITAGE OAKVILLE ADVISORY COMMITTEE

### MINUTES

**TUESDAY, MARCH 31, 2015**

**PALERMO ROOM  
OAKVILLE MUNICIPAL BUILDING  
1225 TRAFALGAR ROAD, OAKVILLE**

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A meeting of the Heritage Oakville Advisory Committee was held on Tuesday, March 31, 2015, in the Palermo Room of the Oakville Municipal Building, commencing at 9:30 a.m.

**Present:** Harry Barrett, Chair  
Councillor Cathy Duddeck  
Councillor Nicholas Hutchins  
Russell Buckland  
Kerry Colborne  
Robert Ferguson  
George Gordon  
Daniela Hampton-Davies

**Regrets:** Drew Bucknall, Vice-Chair  
Geri Tino  
Julian Ryder

**Staff:** Scott Hannah, Senior Manager of Current Planning and Heritage  
Susan Schappert, Heritage Planner  
Megan Hobson, Heritage Planner  
Jill Marcovecchio, Committee Coordinator

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**The items in these minutes are not necessarily in the order discussed.**

**1. Call to Order**

Chair Harry Barrett called the meeting to order at 9:30 a.m.

**2. Regrets**

As noted above.

3. **Declarations of Pecuniary Interest**

No declarations of pecuniary interest were declared.

4. **Confirmation of Minutes of Previous Meeting(s) – Meeting of February 24, 2015**

Moved by Councillor Duddeck

That the minutes of the Heritage Oakville Advisory Committee meeting of February 24, 2015, be approved.

CARRIED

5. **Business Arising from the Minutes**

There was no business arising from the minutes.

6. **Discussion Item(s)**

- a. **Notice of Intention to Demolish - 148 Balsam Drive**  
- **Report from Planning Services Department,  
March 31, 2015**

A separate report will be forwarded to Planning and Development Council for consideration.

Moved by Kerry Colborne

That the property at 148 Balsam Drive be removed from the Oakville Register of Properties of Cultural Heritage Value or Interest.

CARRIED

b. **Heritage Oakville Advisory Committee Orientation**

Mr. Hannah, Senior Manager of Current Planning and Heritage, provided opening remarks regarding the committee orientation, which was being provided as a refresher on the committee's role and the types of heritage applications and initiatives that staff will be seeking the committee's input on.

Heritage Planning staff provided a PowerPoint presentation regarding orientation, outlining a review of heritage processes and an update on heritage projects.

Mr. Hannah reviewed the function of the committee, to advise Council and to make recommendations on heritage permit applications for changes to designated properties, heritage designations, demolition applications, program and policy initiatives, and development applications. He advised of heritage designations for Part IV (individual) and Part V (heritage conservation district) properties under the *Ontario Heritage Act*, and the heritage designation process. Mr. Hannah provided an update on the 2015-2017 Heritage work plan, which was recently prepared and highlighted the components, current initiatives, and an update on applications.

Ms. Schappert, Heritage Planner, also provided an update on a number of applications for heritage properties. She advised that the plans and information are available for viewing in the Planning Services department.

Staff responded to questions from the members regarding heritage applications, properties, attributes, and timelines.

Moved by Councillor Duddeck

That the presentation regarding the Heritage Oakville orientation, be received.

CARRIED

**7. Information Item(s)**

**a. Heritage Grant Program Evaluations - Memorandum from Planning Services Department, March 31, 2015**

Moved by Councillor Duddeck

That the information item be received.

CARRIED

**8. Items to be Discussed at Next/Future Meetings**

- Heritage Permit / Policy Matters
- Heritage Grant Recommendations 2015 – April 2015
- Information report on the Old Post Office – May 2015

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

Tuesday, April 28, 2015  
Oakville Municipal Building  
Palermo Room - 9:30 a.m.

**10. Adjournment**

Moved by Councillor Duddeck

That this meeting now adjourn.

CARRIED

The meeting adjourned at 10:48 a.m.