

A meeting of the **Windsor Heritage Committee** is held this day commencing at 5:30 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Robin Easterbrook, Chair
Lynn Baker
Simon Chamely
Andrew Foot (arrives at 6:13 p.m.)
Jeffrey Mellow
Noreen Slack

Regrets received from:

Councillor Fulvio Valentinis

Guests in attendance:

Dan Reaume, Canadian Transit Company
Pablo Golob, volunteer, Doors Open

Also present are the following resource personnel:

John R. Calhoun, Heritage Planner
Kevin Alexander, Planner III, Community Development
Mike Clement, Manager, Parks Development
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 5:31 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ADOPTION OF THE MINUTES

Moved by L. Baker, seconded by S. Chamely,
That the minutes of the Windsor Heritage Committee of its meeting held July 9, 2014 **BE ADOPTED** as presented.
Carried.

3. **DECLARATIONS OF CONFLICT**

None disclosed.

5. **BUSINESS ITEMS**

5.1 **Paterson Park, Sandwich Street/Detroit Street/Alexander Avenue**

M. Clement states the Parks Department was contacted to undertake improvements to Paterson Park as part of an enhanced Capital Project which includes picnic tables, pedestrian benches, decorative light standards, entranceway at the corner of Detroit and Sandwich Streets and the future Chief Tecumseh/General Brock Monument.

K. Alexander states he is recommending a Heritage Alteration Permit. The proposed alteration and addition of street furniture consistent with the existing street furniture and streetlights is consistent with the Sandwich HCD and Sandwich CIP Urban Design Guidelines.

In response to a question asked by S. Chamely regarding if any comments have been received due to the increased lighting from the decorative light standards, M. Clement indicates the lights have not been installed and notes the light can be directed to avert the illumination of the homes.

The Chair questions if the neighbours were notified of the improvements to Paterson Park. K. Alexander responds no public consultation was held, however, the Sandwich Business Improvement Area, the Ward Councillor and the APPD organization were notified.

In response to a question asked by J. Mellow regarding if the pathways should have been reviewed before installation, J. Calhoun responds the pathways should have been reviewed, but were not due to an error in understanding the Sandwich HCD Report.

Moved by S. Chamely, seconded by J. Mellow,

That the alterations and addition of street furniture, decorative light standards and other design elements identified in the Heritage Alteration Permit (Appendix 'B') to Paterson Park (Roll# 050-140-12000-0000) located on Sandwich Street **BE APPROVED.**

Carried.

5.2 **Commercial Building, 3294 Russell Street**

Dan Reaume, Canadian Transit Company is present and available to answer questions. He is requesting demolition as the building is constructed of cinder block and wood with no historical value. As there are no future plans for the building, the intent is to demolish the structure and restore the area to green space.

Moved by L. Baker, seconded by S. Chamely,
That the request to demolish the building at 3294 Russell Street (Plan 40 Part Lot 8 west of Russell & Part Water Lot), in the Sandwich Heritage Conservation District **BE GRANTED**.
Carried.

5.3 Center for French Colonial Studies Conference Funding

Moved by L. Baker, seconded by S. Chamely,
That the sponsorship request for \$100 for the Centre for French Colonial Studies Conference to be held October 2-4, 2015 at the University of Windsor **BE DEFERRED** to a future meeting of the Windsor Heritage Committee to allow for additional information.
Carried.

Moved by S. Chamely, seconded by N. Slack,
That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$83 for the 2015 annual membership to the Community Heritage Ontario (CHO).
Carried.

5.4 Windsor Heritage Committee Operating Fund Budget 2015

J. Calhoun reports Stage 3 of the archaeological study will not be funded from the WHC Operating Budget.

Discussion ensues regarding the Walking Tour brochures. It is suggested a graphic design student be hired to update the brochures. It is generally agreed copies of the brochures will be forwarded to the members for their review and input.

S. Chamely requests a discussion regarding the Walking Tour brochures be undertaken at the next meeting of the WHC.

Moved by L. Baker, seconded by N. Slack,
That the proposed 2015 Operating Budget for the Windsor Heritage Committee **BE ACCEPTED**.
Carried.

6. **COMMUNICATIONS AND ANNOUNCEMENTS**

6.1 **Doors Open 2014**

L. Baker advises there were 31 sites for the Doors Open 2014 event. She notes 5,700 site visits occurred over a 2 day period (September 27-28, 2014).

Moved by L. Baker, seconded by N. Slack

That **APPROVAL BE GIVEN** to provide the surplus funds remaining in the 2014 Windsor Heritage Committee Operating Budget to the Doors Open 2016 initiative.

Carried.

6.2 **Heritage Week, February 16-22, 2015 -Built Heritage Awards**

J. Calhoun requests the members provide properties for consideration to receive Built Heritage Awards at the next meeting of the WHC.

A list identifying properties that have been awarded a Built Heritage Award is **attached** as Appendix "A".

6.3 **Windsor Heritage Committee Annual Report**

The Windsor Heritage Committee 2014 Annual Report is received for information.

6.4 **Transition after Council Election of October 27, 2014**

J. Calhoun states the current members of the WHC will continue to serve until the Striking Committee of Council reappoints/appoints the members for the 2014-2018 term.

6.5 **National (U.S.) Main Streets Conference, Detroit May 17-20, 2014**

The memo from the Heritage Planner dated November 12, 2014 entitled "Main Streets (U.S.) Conference, Detroit, May 2014" is distributed and **attached** as Appendix "B".

A letter from the Ministry of Citizenship, Immigration and International Trade regarding nominations for the June Callwood Outstanding Achievement Award for Voluntarism in Ontario is distributed and **attached** as Appendix "C".

6.6 **Meeting Dates in 2015**

The tentative meeting dates for 2015 are received for information.

7. **DATE OF NEXT MEETING**

The next meeting will be held January 14, 2015 (tentative).

8. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 7:00 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
and Schedule "A"
to the minutes of the
WINDSOR HERITAGE COMMITTEE
meeting held
Wednesday, November 12, 2014
at 5:30 o'clock p.m.
Room 407, 400 City Hall Square East

1. **CALL TO ORDER**

2. **ADOPTION OF THE MINUTES**

Adoption of the minutes of the meeting held July 9, 2014 (*previously distributed*)

3. **DECLARATIONS OF CONFLICT**

4. **DELEGATIONS**

Mike Clement, regarding *Item 5.1*

Stefan Fediuk, regarding *Item 5.1*

Dan Reaume, regarding *Item 5.2*

5. **BUSINESS ITEMS**

5.1 **Paterson Park, Sandwich Street/ Detroit Street/ Alexander Avenue**

(File HER-12-2014) Consider request to install paths, benches and other furniture, and location for a statue, at this property in the Sandwich Heritage Conservation District. The report of the Senior Planner dated October 24, 2014 entitled "Paterson Park, Sandwich Street/Detroit Street/Alexander Avenue Heritage Alteration Permit" - **attached.**

5.2 **Commercial Building, 3294 Russell Street**

(File HER-13-2014) Consider request demolish the building, in the Sandwich Heritage Conservation District. The report of the Heritage Planner dated October 22, 2014 entitled "Commercial Building, 3294 Russell Street - Demolition Heritage Alteration Permit" - **attached.**

5.3 **Center for French Colonial Studies Conference funding**

Sponsorship request for \$100 from the Windsor Heritage Committee Operating Fund. Memo of the Heritage Planner dated November 12, 2014 entitled "Sponsorship French Colonial Studies Conference, October 2015" **attached.**

5.4 **Windsor Heritage Committee Operating Fund Budget, 2015**

Consider request sent for Council consideration, for a total of \$7,800. Memo of the Heritage Planner dated September 10, 2014 entitled "Windsor Heritage Committee Operating Fund- 2015 Budget" - *attached*.

6. **COMMUNICATIONS AND ANNOUNCEMENTS**

6.1 **Doors Open 2014**

Event September 27-28, 2014

6.2 **Heritage Week, February 16-22, 2015 - Built Heritage Awards**

Begin to receive nominations for selection in January

6.3 **Windsor Heritage Committee Annual Report**

The Windsor Heritage Committee 2014 Annual Report - *attached*.

6.4 **Transition after Council Election of October 27, 2014**

The new Mayor and Councillors will take office December 1. One or more Councillors will be selected for the Committee. Other current members will continue to serve until the Council reappoints them and/or appoints new members. Current and prospective members will be asked to apply for consideration by the Striking Committee.

6.5 **National (U.S.) Main Streets Conference, Detroit, May 17-20, 2014**

Report of Heritage Planner on the downtown Windsor walking tour (May 18) and other conference activities

6.6 **Meeting Dates in 2015**

Request to schedule meetings the second Wednesdays of odd-number months. Tentative meeting schedule includes - *January 14, March 11, May 13, July 8, September 14 and November 11 (move to November 18 because of holiday)*. The current Procedural By□ Law limits the Committee to four meetings, but the Clerk is requested to schedule additional meetings in order to meet statutory deadlines such as for heritage alteration permit requests and demolitions.

7. **DATE OF NEXT MEETING**

To be determined.

8. **ADJOURNMENT**