



Minutes

Brampton Heritage Board

The Corporation of the City of Brampton

Tuesday, June 20, 2023

Members Present: Douglas McLeod (Co-Chair
Steve Collie (Co-Chair)
Lovejot Bhullar
Nick Craniotis
Roy de Lima
Prianka Garg
Sharron Goodfellow
Hunyah Irfan
Dian Landurie
Christiana Nuamah
Naveed Suleman
Paul Willoughby
Regional Councillor P. Vicente - Wards 1 and 5

Members Absent: Surinder Ahuja
Ajaypal Dhillon
Nicardo Francis
Carla Green
Rajesh Vashisth

Staff Present: Charlton Carscallen, Principal Planner/Supervisor
Shelby Swinfield, Heritage Planner
Harsh Padhya, Heritage Planner
Anastasia Abrazhevich, Assistant Heritage Planner
Chandra Urquhart, Legislative Coordinator

1. **Call to Order**

The meeting was called to order at 7:02 a.m. and adjourned at 9:25. p.m.

Charlotte Gravlev, Deputy City Clerk, chaired the meeting for Items 2 - 6.1, and Item 12.1.

2. **Approval of Agenda**

HB033-2023

That the agenda for the Brampton Heritage Board meeting of June 20, 2023 be approved as published and circulated.

Carried

3. **Declarations of Interest under the Municipal Conflict of Interest Act**

Regional Councillor Paul Vicente declared a conflict of interest with respect to Item 10.2 - Report by Shelby Swinfield, Heritage Planner, re: Heritage Impact Assessment - 0 & 256 Main Street North - Ward 1, as the Councillor owns property within the block of the address affected.

4. **Previous Minutes**

Nil

5. **Consent**

Nil

6. **Presentations\Delegations**

6.1 Presentation by the City Clerk's Office, re: Brampton Heritage Board Orientation

Charlotte Gravlev, Deputy Clerk, provided an overview of the procedural matters as they relate to the Board's establishment and structure. The following was highlighted:

- Quorum and Meeting attendance requirements
- Meeting Schedule and Procedures
- Agendas and Minutes – approval process for minutes
- Meeting Procedures and Delegations

- Provincial Legislation – Municipal Conflict of Interest Act
- Rules of Debate and Decision-Making
 - City By-laws and Policies
 - Role of Board members and the Legislative Coordinator

The following motion was considered:

HB034-2023

That the presentation by Charlotte Gravlev, Deputy Clerk, to the Brampton Heritage Board meeting of June 20, 2023, re: **Brampton Heritage Board Orientation** be received.

Carried

6.2 Presentation by Charlton Carscallen, Supervisor/Principal Planner, re: Brampton Heritage Board Introduction

Charlton Carscallen, Supervisor/Principal Planner, provided a presentation entitled 'Brampton Heritage Board Introduction', highlighting the following:

- Changes to the Ontario Heritage Act (OHA)
- Building the Future on the Foundation of the Past - Changes to the Act through Bill 23
- New conditions for Designation under OHA
- Importance of Heritage - preserving the City's heritage
- Current Initiatives include:
 - Heritage Delegation By-law
 - Archaeological Management Plan

Mr. Carscallen provided clarification regarding the tax incentive program and its application to heritage designated properties noting that the program will apply to properties throughout the City.

The following motion was considered:

HB035-2023

That the presentation by Charlton Carscallen, Supervisor/Principal Planner, to the Brampton Heritage Board meeting of June 20, 2023, re: **Brampton Heritage Board Introduction** be received.

Carried

7. Current Heritage Issues

Nil

8. Sub-Committees

Nil

9. Designation Program

Nil

10. Heritage Impact Assessment (HIA)

10.1 Report by Harsh Padhya, Heritage Planner, re: Heritage Impact Assessment - 8935 Mississauga Road - Ward 4

Harsh Padhya, Heritage Planner, provided an overview of the subject report noting that the Heritage Impact Assessment concluded that the property located at 8935 Mississauga Road has no heritage value or interest and removal from the Cultural Heritage Resources was recommended.

In response to questions, staff provided clarification regarding the origin of the home and its association to the Hutton family and noted that the home may have been constructed by the family, however, after several renovations the home was altered substantially and no longer retains its original design. Staff explained that matters pertaining to the proximity of the property on flood plain lands were outside the scope of heritage requirements.

The following motion was considered:

HB036-2023

1. That the report by Harsh Padhya, Heritage Planner, to the Brampton Heritage Board meeting of June 20, 2023, re: **8935 Mississauga Road – Heritage Impact Assessment – Ward 4 (HE.x 8935 Mississauga Road)** be received; and,

2. That the recommendation within the Heritage Impact Assessment prepared by Parslow Heritage Consultancy Inc. (PHC), dated November 2022, for removing the property from the heritage register, be approved.

Carried

10.2 Report by Shelby Swinfield, Heritage Planner, re: Heritage Impact Assessment - 0 & 256 Main Street North - Ward 1

Shelby Swinfield, Heritage Planner, provided an overview of the Heritage Impact Assessment on the subject properties noting the presence of a designated heritage resource located adjacent to the site. A development proposal was submitted to the City to construct a 5 storey residential building with commercial uses on the ground floor.

In response to questions, staff noted that they will be working closely with the applicant to ensure the protection of the designated heritage building and outlined the mitigation measures that are expected from the applicant, details of which will be provided as the project gets underway.

The following motion was considered:

HB037-2023

1. That the report from Shelby Swinfield, Heritage Planner, dated April 6, 2023, to the Brampton Heritage Board meeting of June 20, 2023, re: **Heritage Impact Assessment - 0 & 256 Main Street North - Ward 1** be received;

2. That the Heritage Impact Assessment for 0 and 256 Main Street North, prepared by LHC Heritage Planning and Archaeology, dated February 2023 be approved; and

1. That the following recommendations within the Heritage Impact Assessment by LHC Heritage Planning and Archaeology be followed:
 - a. A Temporary Protection Plan be prepared to mitigate potential indirect and accidental impacts to the adjacent resource due to construction;
 - b. A plaque be considered to commemorate the mercantile history of Brampton; and
 - c. Comparative analysis of the proposed design elements indicates that it is sympathetic to the character of the surrounding area. LHC recommends that a more vernacular set of materials and designs be utilized. This can include the following:

- i. The use of rusticated buff brick instead of stone or stucco on the first storey;
- ii. The use of dichromatic brick ends mimicking quoins and/or the use of buff brick in the engaged pilasters; and
- iii. The addition of decorative brick coursework which would provide visual interest apart from the symmetry of the building.

Carried

10.3 Report by Shelby Swinfield, Heritage Planner, re: Heritage Impact Assessment, 4784 Castlemore Road, Ward 10

Shelby Swinfield, Heritage Planner, provided an overview of the Heritage Impact Assessment of the subject property noting that the property is currently listed as a Cultural Heritage Resource in the City's Municipal Register. A development proposal has been submitted by the owner to develop a Draft Plan of Subdivision that includes residential and commercial uses and the relocation and restoration of the heritage home within the Draft Plan of Subdivision. The applicant has been requested to provide a Heritage Conservation Plan and Heritage Building Protection Plan as conditions of approval for development.

The following motion was considered:

HB038-2023

1. That the report from Shelby Swinfield, Heritage Planner, dated March 14, 2023, to the Brampton Heritage Board meeting of June 20, 2023, re: **Heritage Impact Assessment, 4784 Castlemore Road, Ward 10** be received;
2. That the Heritage Impact Assessment for 4784 Castlemore Road, prepared by Golder/WSP Canada Inc, dated March 1, 2023 (per Appendix 1) be approved;
3. That all recommendations within the Heritage Impact Assessment by Golder/WSP Canada Inc. dated March 1, 2023 be followed, including but not limited to:
 - a. The applicant shall compile a Heritage Building Protection Plan (HBPP) to stabilize and conserve the farmhouse in its current location until the proposed development is initiated. Include measures in the HBPP to mothball the structure until the conservation effort can begin.

- i. The HBPP should be prepared by a qualified individual in accordance with the *Standards and Guidelines for the Conservation of Historic Places in Canada*, 2nd Edition (Parks Canada 2010); the *Code of Ethics and Guidelines for Practices* by the Canadian Association of Conservation of Cultural Property and the Canadian Association of Professional Conservators (2009); the MHSTCI's *Eight Guiding Principles in the Conservation of Built Heritage Properties* (2007); *Preservation Briefs 31: Mothballing Historic Buildings* (Park, 1993), and *Well-Preserved: The Ontario Heritage Foundation's Manual of Principles and Practice for Architectural Conservation* (Fram 1998).
- ii. The HBPP should also include a plan for potential physical impacts such as accidental damage from machinery, a plan for appropriate repairs should damage occur to the building, and communication protocols that identify who should be informed about the heritage attributes and who should be contacted if there is accidental damage.
- b. The applicant shall establish a regular inspection and monitoring protocol until the proposed development is initiated;
- c. The applicant shall prepare a Heritage Conservation Plan (HCP) detailing how the heritage attributes of the farmhouse will be conserved, protected, and enhanced, and the preferred conservation approach (i.e., rehabilitation for adaptive reuse), that balances the objectives of heritage conservation with economic and social sustainability.
 - i. The HCP should also include required actions and trades depending on approach, and an implementation schedule to conserve the farmhouse prior to, during, and after the relocation effort.
- d. The applicant shall document the farmhouse through measured drawings, rectified photography, and written notes prior to undertaking any intervention beyond minor stabilization or maintenance;
- e. In accordance with the MCM's Heritage Resources in Land Use Planning Process design guidelines that harmonize massing, setback, setting and materials as a mitigation measure to reduce impacts to cultural heritage resources, the design of the dwellings immediately surrounding the farmhouse shall be sensitively designed to reflect a similar massing, height, and materials.
 - i. This includes efforts to limit the height of the mid-rise building to the south of the farmhouse, ideally to not exceed two-storeys, to reduce or avoid impacts from shadows cast on to the farmhouse.

- f. The applicant shall incorporate landscaping measures into the site planning to ensure vegetation related to the property is protected and/ or enhanced by the development or redevelopment.
 - i. Efforts should be made to maintain the vegetation on the overall property as much as possible.
- g. During the construction phase of development the applicant shall:
 - i. Implement site control and communication;
 - ii. Clearly mark on project mapping the location of the farmhouse and communicate this to project personnel prior to mobilization;
 - 1. Where possible prevent heavy equipment traffic from being routed in the vicinity of the farmhouse to minimize potential effects from vibration.
 - iii. Create physical buffers:
 - 1. Erect temporary fencing or physical barriers around the farmhouse to prevent accidental collision with the structure.
 - iv. Manage fugitive dust emissions:
 - 1. Draft a fugitive dust emissions plan following practices outlined in the Ontario Standards Development Branch Technical Bulletin: Management Approaches for Industrial Fugitive Dust Sources (2017).
 - v. Monitor construction within a 10-m zone around the farmhouse for vibration exceedance. This monitoring zone should be communicated to all site personnel.

Carried

11. **Correspondence**

Nil

12. **Other New Business**

12.1 Election of Chair and Vice-Chair - Brampton Heritage Board

Charlotte Gravlev, Deputy Clerk, explained the election process in accordance with the Terms of Reference, and advised that the Board may select a Chair and Vice-Chair or Co-Chairs, and provided options for the term of the appointment.

Discussion on this matter followed. There was consensus by the Board to appoint Co-Chairs for a two-year term until November 2024 to be reviewed at that time.

Ms. Gravlev opened the nominations for Co-Chair. The following members' names were put forward for the position of Co-Chairs.

- Stephen Collie
- Doug McLeod
- Paul Willoughby
- Prianka Garg - nominated herself

All members accepted the nomination except for Paul Willoughby who declined the nomination.

There were no further nominations. Ms. Gravlev announced that nominations were closed.

Voting for the selection of Co-Chairs was taken in alpha surname order. The results of the votes were as follows:

- Stephen Collie - 11
- Doug McLeod - 10
- Prianka Garg - 1

Based on the results of the votes, Ms. Gravlev declared Stephen Collie and Doug McLeod as Co-Chairs.

The following motion was considered:

HB039-2023

1. That the following members be appointed as Co-Chairs of the Brampton Heritage Board for the term ending November 2024:

- Stephen Collie
- Doug McLeod

2. That the term of the future appointments be reviewed at that time.

Carried

12.2 Report by Anastasia Abrazhevich, Assistant Heritage Planner, re: Heritage Permit Application and Designated Heritage Property Incentive Grant Application – 21 Church Street East - Ward 1

Anastasia Abrazhevich, Assistant Heritage Planner, provided an overview of the subject report noting that the owner of the property has submitted applications for a Heritage Permit and the Incentive Grant Program. The incentive grant is for the repair and maintenance work outlined in the report.

In response to questions regarding the repair work for designated properties, staff advised that the owners of properties are encouraged to use experienced contractors who specialize in heritage restoration with an understanding of material types, such as, mortar or bricks that are compatible with heritage homes. The material types are not stipulated in the Incentive Grant agreement with the City, however staff can undertake the necessary research and consider such requests in the future. Staff confirmed that once the work is deemed complete, staff or a qualified heritage consultant would conduct an inspection prior to reimbursement of the grant to the property owner.

A motion was put forward to amend the staff recommendation to add the following clause:

"That prior to any works commencing, the property owner shall provide detailed information on the proposed mortar compound for the review and approval of City Heritage Staff"

Board consideration of this matter included varying opinions on the implication of the proposed amendment on similar applications in the future. Clerk's Office staff advised the Board what options were available regarding the motion put forward.

The following motion was considered:

HB040-2023

1. That the report from Anastasia Abrazhevich, Assistant Heritage Planner, dated May 19, 2023 to the Brampton Heritage Board meeting of June 20, 2023 **re: Heritage Permit Application and Designated Heritage Property Incentive Grant Application –21 Church Street East– Ward 1**, be received;
2. That the Heritage Permit application for 21 Church Street East for the repair of the brickwork to front and sides of the house, restoration of cedar pediment on front and side of the house, and replacement of 2 staircase spindles be approved;

3. That the Designated Heritage Property Incentive Grant application for 21 Church Street East for the repair of brickwork, restoration of cedar pediment, and replacement of 2 staircase spindles be approved, to a maximum of \$10,000.00;
4. That the owner shall enter into a designated Heritage Property Incentive Grant Agreement with the City after City Council agrees to support the Grant; and,
5. That prior to any works commencing, the property owner shall provide detailed information on the proposed mortar compound for the review and approval of City Heritage Staff.

Carried

12.3 Report by Anastasia Abrazhevich, Assistant Heritage Planner, re: Heritage Permit Application and Designated Heritage Property Incentive Grant Application - 44 Church Street East - Ward 1

Anastasia Abrazhevich, Assistant Heritage Planner, provided an overview of the subject report noting that the owner of the property has submitted applications for a Heritage Permit and the Incentive Grant Program. The incentive grant is for the repair and restoration of the front steps of the property as outlined in the report.

The following motion was considered:

HB041-2023

1. That the report from Anastasia Abrazhevich, Assistant Heritage Planner, Planning and Development Services, dated May 19, 2023, to the Brampton Heritage Board meeting of June 20, 2023, **re: Heritage Permit and Designated Property Incentive Grant Application– 44 Church Street East– Ward 1** be received;
2. That the Heritage Permit application for the restoration of the front steps at St. Andrew's Presbyterian Church, be approved;
3. That the Designated Heritage Property Incentive Grant application for the restoration of the front steps be approved, to a maximum of \$10,000.00, and;
4. That the owner shall enter into a designated Heritage Incentive Grant Agreement with the City after City Council agrees to support the Grant.

Carried

12.4 Report by Charlton Carscallen, Principal Planner/Supervisor, re: Council Motion to De-Designate 164 and 166 Main Street North – Ward 1

Charlton Carscallen, Principal Planner/Supervisor, provided an overview of the subject report, noting that the City has requested the removal of the referenced properties from the Municipal Register of Cultural Resources, due to the long-term neglect and dilapidated condition of the buildings, which are now considered unsafe.

Board consideration of this matter included varying comments from members about the deteriorated state of the property, and staff comments that the City on its own initiative, may bring forward a request to de-designate the property without the owner's permission in such situations. The property owner may also make a similar request, however all requests must be presented to the Board.

Staff provided clarification on the process and noted that the property owner will have the option to appeal Council's decision to de-designate the property.

HB042-2023

1. That the report from Charlton Carscallen, Principal Planner/Supervisor, dated May 23, 2023, to the Brampton Heritage Board meeting of June 20, 2023, re: **Council Motion to De-Designate 164 and 166 Main Street North – Ward 1** be received; and

2. That prior to the issuance of any demolition permits for the property a Documentation and Salvage Report be required to be submitted and approved to the satisfaction of City Heritage Staff.

Carried

12.5 Report by Shelby Swinfield, Heritage Planner, re: Heritage Permit Application – 6461 Mayfield Road – Ward 10

Shelby Swinfield, Heritage Planner, provided an overview of the subject report noting that the property owner has submitted a heritage permit application proposing additional restoration work to the property. A revised Heritage Conservation Plan detailing the previously approved and new alterations was approved by the Board at an earlier meeting.

David Eckler, Architect, on behalf of the property owner, thanked staff and the Board for their support on the project.

The following motion was considered:

HB043-2023

1. That the report from Shelby Swinfield, Heritage Planner, dated April 26, 2023, to the Brampton Heritage Board meeting of June 20, 2023, re: **Heritage Permit Application – 6461 Mayfield Road – Ward 10** be received; and,
2. That the Heritage Permit Application for 6461 Mayfield Road be approved.

Carried

13. Referred/Deferred Items

Nil

14. Information Items

Charlton Carcallen, Principal Planner/Supervisor, advised that a member of the Board is required to participate as a member of the technical advisory committee for the City's Archaeological Management Plan that is being prepared. Interested members may send an email to the meeting coordinator.

15. Question Period

Nil

16. Public Question Period

Nil

17. Closed Session

Nil

18. Adjournment

HB044-2022

That Brampton Heritage Board do now adjourn to meet again on July 25, 2023 at 7:00 p.m.

Carried

Douglas McLeod (Co-Chair)

Stephen Collie (Co-Chair)