

**HERITAGE DEVELOPMENT BOARD
OF
THE CITY OF SAINT JOHN**

WEDNESDAY DECEMBER 21ST, 2011

The meeting of the Heritage Development Board was held in the 10th Floor Boardroom of City Hall, commencing at 5:30 pm.

IN ATTENDANCE:

Leona Laracey, Chair
Grant Heckman, 2nd Vice Chair
Richard Gradon
Gordon Hewitt
Patrick McCaffrey
Heather Urquhart
Councillor Donnie Snook

Jacqueline Hamilton, Deputy Planning Commissioner
Jim Bezanson, Secretary/ Heritage Development Officer
Jeff Gauley, Secretary/Heritage Officer
Jill Flecknell, Recording Secretary

REGRETS:

Colin Waldschutz, 1st Vice Chair
Alex Pesold

ITEM 1.0 AGENDA

The following items were added for discussion under Other Business:

- 7.1 Board Vacancies*
- 7.2 Rockwood Park*
- 7.3 Elections*

***MOVED** by Gordon Hewitt, **SECONDED** by Patrick McCaffrey, to approve the agenda as amended.*

CARRIED.

ITEM 2.0 MINUTES

ITEM 2.1 MINUTES OF THE DECEMBER 7TH, 2011 MEETING

***MOVED** by Heather Urquhart, **SECONDED** by Patrick McCaffrey, to approve the December 7th, 2011 minutes as amended.*

CARRIED.

ITEM 3.0 BUSINESS ARISING

There was no business arising.

ITEM 4.0 INTRODUCTION OF APPLICANTS/GUESTS

There were no guests present.

ITEM 5.0 CERTIFICATES OF APPROPRIATENESS AND GRANTS**ITEM 5.1A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-108
JAY CHANG & NATHAN GIONET, 58 QUEEN STREET**

Heritage Officer Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] to construct a new exit stair. He recommended approval.

**ITEM 5.1B DRAFT CERTIFICATE OF APPROPRIATENESS 11-108
JAY CHANG & NATHAN GIONET, 58 QUEEN STREET**

MOVED by Grant Heckman, *SECONDED* by Heather Urquhart, to approve the recommendation:

Construct new wood stairs, complete with handrails in general conformance with the Practical Conservation Guidelines for *Stairs, Decks & Fire Escapes*.

This work is to be carried out under the following conditions:

1. The proposed work shall be carried out using traditional detailing and materials as required under Section 8 of the *Saint John Heritage Conservation Areas By-law* and to the satisfaction of the Heritage Development Officer;
2. The Buildings & Inspection Services Department be contacted for necessary permits;
3. No work shall commence until the expiry of a fifteen-day appeal period pursuant to Section 15(2) of the Act, and providing no appeal is filed with the Provincial Appeal Board on or before January 5, 2012.

CARRIED.

**ITEM 5.1C APPLICATION FOR A HERITAGE REHABILITATION GRANT 11-108
JAY CHANG & NATHAN GIONET, 58 QUEEN STREET**

Jeff Gauley advised the Board that the application is for a Heritage Rehabilitation Grant to construct a new exit stair. He recommended denial of the grant application, in accordance with Board practice to not approve applications after the work has commenced.

MOVED by Richard Gradon, *SECONDED* by Patrick McCaffrey, to deny a Heritage Rehabilitation Grant of 20% of costs up to \$1,000.00 to construct a new exit stair, in accordance with Board practice to not approve applications after the work has been started.

CARRIED.

**ITEM 5.2A APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS 11-109
REVOLUTION STRATEGY, 86 PRINCE WILLIAM STREET**

Jeff Gauley advised the Board that the application is for a Heritage Permit [Certificate of Appropriateness] to install new signage. He recommended approval.

**ITEM 5.2B DRAFT CERTIFICATE OF APPROPRIATENESS 11-99
REVOLUTION STRATEGY, 86 PRINCE WILLIAM STREET**

MOVED by Patrick McCaffrey, *SECONDED* by Gordon Hewitt, to approve the recommendation:

Install two (2) new vertically-oriented wood/painted wall signs - 12" (300mm) wide x 60" (1500mm) high - with applied wood cut-out letters [Helvetica font] and applied wood border strips, one on the front facade, between the storefront entrance doors, and one at the rear of the building, inside an entry niche, to read:

- "Revolution" – upper and lower case - 8" (200mm) high

Install one (1) new horizontally-oriented wood/painted wall sign - 12" (300mm) high x 60" (1500mm) wide - with reverse cut-out letters [Helvetica font, painted] at the rear wall of the building, to read:

- "Revolution" – upper and lower case - 8" (200mm) high

Paint signs in keeping with Practical Conservation Guidelines for *Paint & Colour*.

This work to be carried out under the following conditions:

1. The proposed work to be carried out using traditional detailing and materials as required under Section 8 of the Saint John Heritage Conservation Areas By-law;
2. The Buildings & Inspections Services Department be contacted for necessary permits, and
3. No work shall commence until expiry of a fifteen-day appeal period pursuant to Section 15(2) of the Act, and providing no appeal is filed with the Provincial Appeal Board on or before January 5, 2012.

CARRIED.

ITEM 6.0 REPORTS

(Donnie Snook joined the meeting 5:54 p.m.)

ITEM 6.1 GRANT UPDATE

Jeff Gauley provided the Board with an update on the Heritage Grant Program. He advised that people were still bringing their receipts in so currently it was tentative that all of the grant funds had been allocated.

The Board discussed that they would like to review the Heritage Grant Program in the New Year adding that the policies and processes surrounding the program should be reviewed. Deputy Commissioner, Jacqueline Hamilton suggested that the Heritage Grant Program be reviewed in conjunction with the staff report on the Rules & Procedures which will be brought back to the Board late January/early February.

ITEM 7.0 OTHER BUSINESS

ITEM 7.1 HERITAGE BOARD VACANCIES

Leona Laracey announced to the Board that Grant Heckman would not be reoffering for another term, while Colin Waldschutz has reoffered. Ms. Laracey advised the Board that there would be one position available and requested that Board members reflect upon potential candidates for recommendation to the Nominating Committee.

ITEM 7.2 ROCKWOOD PARK

Leona Laracey updated the Board that a letter had been received by Common Council requesting that Rockwood Park receive consideration for Heritage designation. Under the Heritage Conservation Act, cultural landscapes or areas are eligible for Heritage designation.

Although this letter was referred to the City Manager, Jacqueline Hamilton advised the Board that she had not yet been provided with an update on the request but that she would follow up with Ken Forrest regarding the letter.

ITEM 7.3 SLATE OF OFFICERS 2012/ELECTIONS

(Leona Laracey & Patrick McCaffrey leave the room)

Heritage Development Officer, Jim Bezanson advised that he had contacted the Board members both by phone and email. The following members of the Board have agreed to stand for an executive position for 2012:

- Leona Laracey - Chair;
- Colin Waldschutz - 1st Vice-Chair; and
- Patrick McCaffrey - 2nd Vice-Chair.

The Heritage Development Officer asked for first call for nominations, second call and third call. No further nominations were made.

Therefore he declared the following member elected by acclamation: Leona Laracey as Chair, Colin Waldschutz as 1st Vice Chair and Patrick McCaffrey as 2nd Vice Chair. Mr. Bezanson advised that a letter would be sent to Common Council to advise them of the Slate of Officers for 2012.

ITEM 8.0 NEXT MEETING

The next regular Board meeting is scheduled for January 4th, 2012.

ITEM 9.0 ADJOURNMENT

There being no further business, the meeting adjourned at 6:15 p.m.

Jim Bezanson,
Heritage Development Officer

Jacqueline Hamilton,
Deputy Planning Commissioner

JB:JF