



A meeting of the **Heritage Stratford Committee** was held on the above date at 7:00 p.m., City Hall Annex (Avon Room), 82 Erie Street, Stratford ON

Members Present: Patrick O'Rourke – Chair Presiding, *Jacob Vankooten, Jayne Trachsel, *Robin Thornrose, *Councillor Danielle Ingram, Robbin Hewitt, Howard Shubert, Cambria Ravenhill

Staff Present: Jeff Leunissen –Manager of Development Services, Rachel Tucker – Planner, Casey Riehl–Recording Secretary

Also Present: *Michael Wilson – Wilson Architects, *Paul Veldman – Urbanistyc Inc.

Absent: Amanda Langis

MINUTES

1.0 CALL TO ORDER

Patrick O'Rourke called the meeting to order at 7:00 p.m.

2.0 DISCLOSURE OF PECUNIARY INTEREST

None declared.

3.0 ADOPTION OF PREVIOUS MINUTES – March 12, 2019

Motion by Jayne Trachsel, seconded by Cambria Ravenhill to adopt the minutes dated March 12, 2019 as printed. Carried.

*Michael Wilson now present (7:05 p.m.)

4.0 DELEGATES: MICHAEL WILSON & PAUL VELDMAN – 42 Waterloo St. S.

Paul Veldman shared with the committee an architects report outlining the preliminary historical analysis of the property at 42 Waterloo Street South and the reasons for eligibility for Part IV designation. Mr. Veldman stated the building can be relocated and will provide a confirmation report once he received it. Michael Wilson shared a preliminary sketch of the proposed new property and how the building will sit on the lot. Robbin Hewitt stated that it is exciting to see the prospect of relocating and preserving this building and not demolishing it.

*Robin Thornrose now present (7:15 p.m.)

Mr. Veldman and Mr. Wilson are looking for support from Heritage Stratford to keep moving forward with their development plans at the Knox Church.

Robbin Hewitt stated it is her opinion that the height of the new building facing Cobourg Street is a concern for her. Mr. Veldman noted that they will work with staff to obtain the proper permits to be approved for the height and work on the design to make it more appealing. Mr. Wilson suggested they might consider terracing the condominiums on that side to lessen the look of the height.

Jayne Trachsel noted that areas of the building appear vary dark in colour and possibly windows could be extended to lighten it up. Mr. Wilson explained that there is a building code requirement for spacial separation, but perhaps a lighter colour could be explored.

Jeff Leunissen explained that the next step will be for the developers to do a formal consultation with staff and solidify plans. Staff will direct them on the zone change application, heritage impact assessment, design briefs, planning justification report, and ensure that all the proper studies are complete. The zone change application will be circulated to Heritage Stratford for feedback. The final decision for the zone change will be made by Council. The second step will be to complete a site plan and concurrent demolition permits and heritage alteration permits, which will also require Council approval.

Rachel Tucker will e-mail the plans to Heritage Stratford members.

Patrick O'Rourke explained that once there is a site plan and final design drawings, Heritage Stratford will at that point be able to provide feedback on the project.

*Michael Wilson and Paul Veldman no longer present (7:35 p.m.)

Howard Shubert inquired if moving the 42 Waterloo Street property sets precedence for moving buildings in Stratford. Mr. O'Rourke stated that the original plan was to demolish the residence; moving it is the alternative, and does not feel it sets a precedence. Members do agree that they are open to the proposed design of the adaptive re-use for the church, as opposed to demolishing it.

5.0 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) Updated HS Brochure – Jayne Trachsel

Jayne Trachsel has obtained some quotes to print the Heritage Stratford postcards. She will work on having three proofs for the committee to review for the next meeting. Once one is chosen, staff will have it reviewed by the City

Clerk and the Accessibility Coordinator. At that point, the committee can decide how many they would like to order.

(b) Heritage Inventory Update – Rachel Tucker

Rachel Tucker has completed the report requesting to proceed with the list of 44 properties for the non-designated list. The report outlines the process and the next steps involved in the list. It also includes an opt-out option to being on the list. The report was presented to Committee for their consideration. Ms. Tucker's next step will be to begin preparing packages to send to the 44 property owners and setting an open-house date. If Council approves the list, the packages will be hand delivered by Heritage Stratford members. This will give members an opportunity to answer any questions a property owner may have and personally invite them to the open-house. Staff will post additional information about the list on the website to help answer questions property owners may have. Staff will also look at a tentative date in June to hold the open-house. Ms. Tucker will e-mail the list to members.

(c) Update on Heritage Alteration Permit Application & Permit Review Sub-Committee Evaluation Form – Rachel Tucker

Rachel Tucker reported they are close to completing the application form. Staff will begin working on the evaluation form after the non-designated registry open-house has been organized and held.

(d) Heritage Conservation District Standards Update – J. Leunissen

Jeff Leunissen updated the committee that a management report is going to the Planning & Heritage Sub-committee meeting on April 25, 2019. Staff's recommendation is that the project be referred to the 2020 budget. The cost to update the standards varies greatly, depending on the amount of public consultation a consultant does, as well as the amount of buildings in the Heritage Conservation District. The updates can range from \$30,000.00 to \$250,000.00. There are grant opportunities to help with the updates, which will be explored once the project moves ahead. Robbin Hewitt inquired if Heritage Stratford could begin exploring grant options now, as they can sometimes have lengthy lead times. Mr. Leunissen suggested that members can do some initial research if they would like, however until the project is approved, there is not much information that can be provided to determine the scope and amount of funding required.

(e) James Anderson Award Selection

The awards committee has reviewed the submissions received and is recommending three recipients. One recipient in the Built category under commercial and another Built category recipient under residential. They are also recommending a recipient in the Cultural Heritage category.

Motion by Robbin Hewitt, seconded by Robin Thornrose that the Heritage Stratford Advisory Committee presents 2018 James Anderson Awards to:

**36 Ontario Street, Stratford ON – Built Category (Commercial)
46 Norman Street, Stratford ON – Built Category (Residential)
Rick and Carole Huband – Cultural Heritage Category**

Carried.

As chair, Patrick O'Rourke will contact the unsuccessful nominees to thank them for their submissions. Staff will contact the three recipients to let them know they are being awarded the award and that a tentative date of June 11, 2019 has been set for the event.

Motion by Jacob Vankooten, seconded by Jayne Trachsel that the Heritage Stratford Advisory Committee spends up to a maximum of \$600.00 to cover the cost of framing the James Anderson Awards, engraving the plaque, refreshments and supplies for the James Anderson Event on June 11, 2019. Carried.

*Councillor Danielle Ingram no longer present (8:30 p.m.)

(f) Heritage Speaking Event (Apr. 9/19) – J. Trachsel/R. Hewitt

Jayne Trachsel and Robbin Hewitt spoke earlier today to a group who were interested in hearing about heritage. They shared with the group some interesting heritage background on various buildings in Stratford, such as City Hall. The audience was quite receptive and Ms. Trachsel and Ms. Hewitt were able to answer their questions and concerns regarding heritage issues, as well as designation questions.

(g) ON Heritage Conference (May 30 – June 1) – Bluewater/Goderich

Members discussed the upcoming Ontario Heritage Conference and members are interested in attending, as it is being held close to Stratford this year. There are funds in the 2019 budget for conferences that would cover the registration fee and any costs associated with attending for HS members who wish to attend. Members can register online and submit their receipts to staff.

Motion by Robbin Hewitt, seconded by Cambria Ravenhill that the Heritage Stratford Advisory Committee spends up to a maximum of \$3,000.00 to cover registration fees and travel expenses incurred by committee members to attend the 2019 Ontario Heritage Conference (May 31-June 1) in Bluewater/Goderich. Carried.

6.0 DESIGNATION UPDATES

Stratford Fairground Gates – Patrick O'Rourke will look after ordering the plaque to be placed on the gates. He also suggested meeting with Councillor Gaffney and representatives from the Ag Society to determine the best placement of the plaque. A photo will be taken after the plaque has been mounted.

7.0 DEVELOPMENT SERVICES REPORT (April 2019) – Rachel Tucker

Rachel Tucker reviewed the Development Services report for April.

Robbin Hewitt inquired how HS members should handle a situation where you see work being done on a heritage building, however it appears they are not adhering to the work outlined in the approved permits. Jeff Leunissen explained that if members come across this situation, to contact him or staff, and they will look after investigating the situation. Patrick O'Rourke inquired if it would be possible for the Chief Building Official or Development Services staff to notify HS members when emergency or last-minute work is being performed on buildings around the city? It would be helpful to be informed in case they come across the work being done and question it.

*Jacob Vankooten no longer present (8:55 p.m.)

8.0 BLUE PLAQUE UPDATE

Patrick O'Rourke requested the blue plaque sub-committee review the current program description and work on updating the wording to better reflect the intention of the plaques.

Mr. O'Rourke will also order the Dr. Salter blue plaque when he orders the Fairgrounds one. The blue plaque sub-committee will organize a date to celebrate Dr. Salter's plaque being placed on Front Street.

9.0 NEW BUSINESS

(a) Expectations of Heritage Stratford Committee Members Outside of Meetings – Patrick O'Rourke

Patrick O'Rourke addressed a member's question regarding what HS members are permitted to discuss outside of committee meetings. Mr. O'Rourke explained that the Heritage Stratford meetings are public meetings and any information discussed or presented during the meeting is public knowledge. Any member of the public is welcome to attend advisory meetings to observe and be present for any presentations. Any statement on behalf of the committee should come from the Chair of that committee. Rachel Tucker noted that information contained in heritage applications that are reviewed by the committee are confidential until permits are issued; at that point in the process, it becomes public information.

(b) Ministry of Tourism, Culture & Sport – Letter of Waiver

Jeff Leunissen previously circulated the annual letter that Heritage Stratford receives from the Ministry of Tourism, Culture & Sport which allows all heritage advisory committees to do research at the land title office free of charge.

(c) SABA Alternate Representative

Jacob Vankooten inquired if there were still alternate positions available on Heritage Stratford for SABA representatives. He is currently the SABA rep; however he has had an inquiry from SABA regarding interest in being an alternate. Patrick O'Rourke will contact Jacob Vankooten and have SABA submit in writing that they wish to have an alternate SABA rep on Heritage Stratford.

10.0 NEXT MEETING DATE – Tuesday, May 14, 2019 at 7:00 p.m. – Avon Rm.

11.0 ADJOURNMENT

Motion by Robbin Hewitt, seconded by Jayne Trachsel to adjourn the meeting. Carried.

Time: 9:15 p.m.