



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

Present: Wayne Graham, Patrick O'Rourke, Dave Gaffney, Pat Bolton, Cambria Ravenhill, Councillor Danielle Ingram, Amanda Langis, Robbin Hewitt

Staff Present: Jeff Leunissen –Manager of Development Services, Rachel Tucker – Planner, Stephanie Potter –Policy & Research Associate CAO's Office, Casey Riehl–Recording Secretary

Also Present: Kevin Larson, Robert Ritz – Ritz Architects

Absent: Jacob Vankooten

MINUTES

1.0 CALL TO ORDER

Wayne Graham called the meeting to order at 7:00 p.m.

2.0 DISCLOSURE OF PECUNIARY INTEREST

None declared.

3.0 NEW MEMBER INTRODUCTIONS

4.0 DELEGATE: STEPHANIE POTTER – MARKET SQUARE PLAQUES

Stephanie Potter reviewed the draft report titled Market Square Plaques – Content and Locations with the HS Committee. She is looking for feedback from committee members. There will be a donor sign recognizing Walmart placed inside the back door of City Hall as well as a garden rock located in one of the flower beds with the BIA donor plaque. The two information boards previously located on either side of City Hall will be placed back in Market Square. The boards will be updated to include information on the recent Market Square redevelopment and acknowledge contributions to the project.

Dave Gaffney inquired if the information boards could be situated so that they do not interfere with people taking pictures of the back of City Hall. He suggested they could be situated parallel to Downie Street. Ms. Potter will revisit the locations to see if this is possible.

Ms. Potter clarified that the Walmart sign will be 36" x 36" and located inside the backdoors of City Hall in the main stairwell. Pat O'Rourke inquired if Walmart is satisfied with the proposed plaque? Ms. Potter stated that they are.

Dave Gaffney suggested that there should be consistent font used on all the plaques.

Ms. Potter inquired if the committee had input on Market Place vs. Market Square. It is quite often referred to both, more recently it is referred to as Market Square. She will do some additional investigating and keep plaques and signs consistent.

*Stephanie Potter no longer present (7:20 p.m.)

5.0 DELEGATE: KEVIN LARSON & ROBERT RITZ – 114 ERIE STREET

Robert Ritz distributed some photos of 114 Erie, showing the past and present building and it's context with respect to the intersection. Mr. Ritz and Kevin Larson explained some preliminary visions they have for the property and asked HS if they could provide feedback.

*Robert Ritz and Kevin Larson no longer present (7:35 p.m.)

After further discussion, staff will contact Mr. Larson to inform him that HS will review and provide feedback on any future plans for 114 Erie Street once he can provide a preliminary design and drawings for the committee to review.

6.0 ELECTION OF 2018 HS CHAIR & VICE-CHAIR

Staff declared nominations for the 2018 Chair of the Heritage Stratford Advisory Committee Open. Dave Gaffney nominated Patrick O'Rourke.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Councillor Ingram, seconded by Amanda Langis to close nominations for the 2018 Chair of the Heritage Stratford Advisory Committee. Carried.

Patrick O'Rourke indicated that he would allow his nomination to stand.

Motion by Amanda Langis, seconded by Pat Bolton to elect Patrick O'Rourke as the 2018 Chair of the Heritage Stratford Advisory Committee. Carried.

Staff declared nominations for the 2018 Vice-Chair of the Heritage Stratford Advisory Committee Open. Councillor Ingram nominated Dave Gaffney.

Staff asked if there were any further nominations. No further nominations were made.

Motion by Cambria Ravenhill, seconded by Pat Bolton to close nominations for the 2018 Heritage Stratford Advisory Committee Vice-Chair. Carried.

Dave Gaffney indicated that he would allow his nomination to stand.

Motion by Pat Bolton, seconded by Amanda Langis to elect Dave Gaffney as the 2018 Vice-Chair of the Heritage Stratford Advisory Committee. Carried.

7.0 ADOPTION OF PREVIOUS MINUTES – November 14, 2017

Motion by Dave Gaffney, seconded by Pat Bolton to adopt the minutes dated November 14, 2017 as printed. Carried.

8.0 BUSINESS ARISING FROM PREVIOUS MINUTES

(a) Update on Non-Designated Properties List – Pat O'Rourke

Patrick O'Rourke discussed with the committee what steps the committee should consider taking moving forward with this project. Mr. O'Rourke has suggested that when Marg has finalized the list, it would be beneficial for HS to do a presentation to the Planning & Heritage Sub-committee. He suggested Marg Rowell could join a HS rep to do the presentation. Councillor Ingram suggested that HS go straight to Council to address all of Council at once and formally introduce Marg Rowell at the meeting. This way the information is given to all Councillors, not just Sub-committee members. After HS meets in February, then they could request to attend a Sub-committee meeting to ask that Council endorse the list and adopt it as a by-law. Rachel Tucker noted that other municipalities also present a communication strategy at Council, showing plans for contacting citizens, etc. It is important that homeowner's are aware of the list before being made public. HS needs to discuss how properties are placed on the list; is every current property on the list or only people who agree to the process. Dave Gaffney suggested a public meeting and consultation to educate people about the list prior to going public. Mr. Gaffney inquired if the inventory list HS has been working on is not part of the requirement of updating the by-law. Patrick O'Rourke agreed that the last item in the by-law, HS is tasked with preparing a building inventory. Jeff Leunissen agreed and this will start a process of advertising, etc. to pass this by-law forward as a non-registered list. He reminded members that being on the non-designated list means you cannot demolish a building without coming to the committee. Different municipalities have different interpretations of what demolish means. Does demolish mean an entire building or does it include part of a building? This will have to be clarified prior to contacting property owners.

Jeff Leunissen recommended that HS members review all of Marg Rowell's work prior to presenting the list. The expertise of the committee would be beneficial to check the details and accuracy. Councillor Ingram noted HS could go ahead and do their initial presentation to Council prior to completing this review.

Once Ms. Rowell has completed the final list, Patrick O'Rourke will send her a thank you letter on behalf of HS.

(b) Update on Heritage Stratford Web Page - Danielle Ingram

Councillor Ingram and Dave Gaffney are working on background information on past James Anderson award recipients to add to website. Councillor Ingram is planning on meeting with IT the end of January to get a draft set up of the webpage to share with HS at the February committee meeting. Rachel Tucker is reviewing the designated properties list to update legal descriptions. Any properties that need to have their legal description updated, Ms. Tucker will create a list and a report to go to Council for approval of the updates.

(c) Recognition of Land on the HS Web Page – Amanda Langis

Amanda Langis reported that she is waiting to hear back from the U of W and University of Western Ontario with confirmation on the statement she created, as well as the website research that all the information is correct. She will also contact the Ontario Federation of Labour to confirm where they gathered their information from. Councillor Ingram inquired with Ms. Langis what she would like to call the tab for this on the web page. Ms. Langis suggested calling it "Land Recognition". Cambria Ravenhill suggested that Ms. Langis could contact the ACO if she was still in need of any further information.

(d) 2017 James Anderson Award

There have not been any nominations received to date. The committee will continue to seek nominations.

Motion by Councillor Danielle Ingram, seconded by Cambria Ravenhill that Heritage Stratford extend the nomination period for the 2017 James Anderson Award to February 13, 2018. Carried.

9.0 DESIGNATION UPDATES

Stratford Fairgrounds – Jeff Leunissen reported that the bid for the fairgrounds was awarded and accepted. They have entered into negotiations to determine the exact boundaries of the land that has been sold. Therefore they have not completed the reference plan. It must be done soon, as they need to describe the fairground lands, but also the lands to be developed for affordable housing. Mr. Leunissen estimates the reference plan should be complete by March/April 2018. Once this is complete, HS will be able to proceed with the recommendation to designate the gates. Dave Gaffney suggested Rachel Tucker contact the Parks Board to allow them a chance to review the plan prior to it being finalized. Jeff Leunissen noted that they have been included in the circulation of the rezoning of the housing project.

Perth County Courthouse, Land Registry and Jail – Jeff Leunissen reported that the County is preparing a campus plan. They have the City's HCD standards and boundaries. The County has not contacted Mr. Leunissen regarding any specifics regarding these properties. Dave Gaffney inquired if HS proposed designating the registry office and jail if Mr. Leunissen felt there would be resistance. He noted that because they are located within the HCD, any move to demolish buildings would have to come before HS for discussion anyways. There has been no additional information released at this time regarding the campus plan and any future uses.

Tom Patterson Theatre / Lawn Bowling Club – Jeff Leunissen reported that Council has authorized the submission of a site plan application on that block to begin the review process. Councillor Ingram noted that a presentation was made at Council to request the designation of the lawn bowling club building and Tom Patterson Theatre. Council took no action. It is the practice of the city in the past to not move forward in the designation process unless the owner is agreeable to doing so.

10.0 BUILDING DEPARTMENT REPORT (January 2018) – Rachel Tucker

Rachel Tucker reviewed all permit and sign applications received.

Staff will inquire if the brickwork at National Trust has received a permit for the work currently being done to their building on Erie Street and update HS.

11.0 BLUE PLAQUE UPDATE

The sub-committee has a few possible people in mind for upcoming plaques. They will continue to gather information on each of them and present it to the committee at the February meeting.

12.0 NEW BUSINESS

(a) 2018 CHO Membership

Motion by Councillor Danielle Ingram, seconded by Dave Gaffney that HS spend \$75.00 to renew their 2018 CHO membership and continue to receive their publications electronically. Carried.

Staff will look after the renewal.

(b) Annual Review of HS Terms of Reference

Patrick O'Rourke suggested the committee defer this to the February meeting. He offered to do some updating of the terms, in part due to the city's new official plan, heritage impact assessments and HS's role with regards to this. He will circulate a rough draft to the committee prior to the meeting.

(c) Heritage Day – February 19, 2018

Patrick O'Rourke explained to the committee that Heritage Day is February 19th. It is organized by the National Trust for Canada and this year's theme is "Heritage Stands the Test of Time". He is proposing that perhaps HS could request Council proclaim February 19, 2018 as Heritage Day in Stratford.

Motion by Pat Bolton, seconded by Amanda Langis that Heritage Stratford requests Council proclaim February 19, 2018 as Heritage Day in Stratford. Carried.

Patrick O'Rourke will do a write up regarding this and staff will inquire with the Clerk what information is necessary.

(d) List of Approved Street Names for Stratford – Dave Gaffney

Dave Gaffney inquired why HS is not being consulted when new street names are being approved. If the policy is being reviewed, he would like to see HS added to the circulation of the approvals. Jeff Leunissen explained that there is a current list approved by Council and names must be chosen from this list. Councillor Ingram also added that they cannot prioritize or rank the names on the list. Mr. Leunissen will add HS to the circulation list when someone proposes a new name be added.

13.0 NEXT MEETING DATE – Thursday, February 13, 2018 at 7:00 p.m. – Avon Rm.

14.0 ADJOURNMENT

Motion by Dave Gaffney, seconded by Cambria Ravenhill to adjourn the meeting. Carried.

Time: 8:55 p.m.