

HERITAGE GUELPH  
*Municipal Heritage Committee*

**NOTICE OF MEETING**

**A meeting of Heritage Guelph will be held from  
12:00 noon – 2:00 p.m.  
Monday, 14 May 2012**

**1 Carden St., New City Hall  
COMMITTEE ROOM B (Main Floor)**

Please Note: Delegations must register by 12:00 noon on the Thursday prior to the meeting. To register as a delegate, please call 519-837-5616 or email [planning@guelph.ca](mailto:planning@guelph.ca). Delegations will be allocated a maximum of 5 minutes to present their opinions to the committee. Persons not registering by the deadline will not be allowed to address the committee.

**A G E N D A**

- 1. Welcome and Opening Remarks**
- 2. Approval of Agenda**
- 3. Declarations of Pecuniary Interest**
- 4. Adoption of Minutes from 11 April 2012 meeting of Heritage Guelph  
Adoption of Minutes from 7 May 2012 meeting of Heritage Guelph**
- 5. Matters arising from the Minutes**
- 6. New Business**
  - Item 6.1 “Building Stories” Project**  
(12:00) Presentation by the Heritage Resources Centre (University of Waterloo)  
Delegation: Kayla Jones
  - Item 6.2 12 Wyndham Street North (Medical Hall)**  
(12:20) Proposed alterations to main floor exterior involving a Downtown Façade Improvement Application  
Delegation: Dario Darenzo (...)
  - Item 6.3 1 Douglas Street (Gummer, Victoria and Stewart Buildings)**  
Staff update on proposed change to Victoria Building façade cresting design
  - Item 6.4 Brooklyn and College Hill Heritage Conservation District Designation Process**  
Brief update from staff on Council’s decision (23 April) regarding outstanding HCD boundary issues and proposed public consultation program
  - Item 6.5 Confirmation of 2012 HG Working Group structure**
- 7. Heritage Guelph Working Group Reports**
  - Item 7.1 Communications**
  - Item 7.2 Designation Research and Heritage Review**
  - Item 7.3 Heritage Trees and Landscapes**
  - Item 7.4 Policy Review**
    - Downtown Guelph Secondary Plan (OP Amendment 43) approved by Council on 30 April 2012 (Action: Heritage Conservation Analysis)
    - Guelph Innovation District Secondary Plan (Action: expecting draft for review)
  - Item 7.5 Committee Representation**

**8. Information Items**

- Item 8.1** Cultural Heritage Landscapes Conference, Victoria BC (Mary Tivy)  
**Item 8.2** Letter to Heritage Guelph from Frank Valeriote, MP  
**Item 8.3** Letter from MTCS to Heritage Guelph re: waving normal fees at Land Registry Offices for MHC members and assistants

**9. Next Meetings:**

**Heritage Guelph Working Groups**  
Monday, 28 May 2012 (12:00 – 2:00 pm)  
Location: City Hall, Meeting Room B

**Heritage Guelph**  
Monday, 11 June 2012 (12:00 – 2:00 pm)  
Location: City Hall, Meeting Room B

**10. Adjournment**

# MEETING MINUTES



MEETING            **Heritage Guelph**

DATE                April 11, 2012

LOCATION            City Hall Committee Room 'A'

TIME                12:00 PM

PRESENT           Paul Ross (Chair), Mary Tivy, Christopher Campbell, Joel Bartlett, Martin Bosch, Tony Berto, Daphne Wainman-Wood, Stephen Robinson (Senior Heritage Planner), Michelle Mercier (Recording Secretary), Rita Kostyan (Development Planner)

REGRETS           Doug Haines, Lorraine Pagnan, Russell Ott, Susan Ratcliffe

DELEGATION      Bryan Marquess and Hugh Peloso (T. T. Skov Real Estate)

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
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1	<p><b><u>Welcome and Opening Remarks</u></b> Paul Ross welcomed all to the meeting.</p>
2	<p><b><u>Approval of Agenda:</u></b></p> <p>Moved by Tony Berto and seconded by Mary Tivy,  <b>“THAT the Agenda for the April 11, 2012 meeting of Heritage Guelph be approved.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
3	<p><b><u>Declaration of Pecuniary Interest:</u></b> none</p>
4	<p><b><u>Approval of Meeting Minutes from March 12, 2012</u></b></p> <p>Section 11, under Other Matters, Stephen Robinson advised the Committee that the item regarding the Edward Johnson plaque has been changed to read “Susan Ratcliffe advised on the Edward Johnson Plaque relocation project. A new recognition plaque will be installed in the volunteers’ garden in front of the Guelph Youth Music Centre. Approval has been granted by Parks Canada and the Guelph Youth Music Centre.”</p> <p>Moved by Martin Bosch and seconded by Mary Tivy,  <b>“THAT the Minutes for the March 12, 2012 meeting of Heritage Guelph be approved as</b></p>

	<p><b>amended.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
<p>5</p>	<p><b><u>Matters Arising from Previous Minutes</u></b></p> <p><b>Item 5.1</b>  <b>170-178 Elizabeth St</b>  Delegation – Brian Marquess and Hugh Peloso of T.T. Skov Real Estate</p> <p>The property is currently in the R1B-10 zone and there is opportunity for multiple development opportunities including creating a new lot between the existing houses, however there are limitations for development with the setbacks being 100’ from the railway. The property is not yet on the market but will be soon. The delegation has asked for Heritage Guelph to provide its preliminary position on the heritage value of the subject property.</p> <p>Stephen Robinson advised that he and Lorraine Pagnan had met with Brian Marquess and Hugh Peloso of T.T. Skov Real Estate on a site visit of the property at 170-178 Elizabeth Street. Stephen presented photos taken during the site visit. The two subject houses are non-designated properties listed in the Municipal Register of Cultural Heritage Property and both are dated about 1875. 170 Elizabeth Street is associated with Franchetto family. Stephen explained that in his opinion, both buildings need some repairs but should be considered for retention and both could have appropriate rear additions added. Heritage Guelph’s Designation Research and Heritage Review Working Group had discussed these houses at their last meeting and recommend that the Committee supports retention of both buildings.</p> <p>Stephen described the house at 178 Elizabeth St as red brick with yellow brick details (now painted over). The house at 170 Elizabeth St appears to be wood frame construction. Both houses are sitting on a high foundation. Stephen indicated that there seems to be some question as to which side was the original front of the house. The 1920s Guelph Fire Insurance Plan shows a porch along the left (west) side of the building and from the layout of windows, etc, there are indications that this could have been the front of the house.</p> <p>The large (silver maple) tree on the property could be retained if possible but Heritage Guelph would not consider it to be a heritage attribute.</p> <p>Paul Ross noted that the Committee’s preference would be for both houses to be retained but that the Committee would not be opposed to infill development that retains the houses.</p> <p>Paul thanked the guests for attending.</p> <p><b>Item 5.2</b>  <b>14 Neeve Street</b>  Stephen Robinson advised that he hasn’t been able to arrange a site visit yet for the property at 14 Neeve Street as the property has been sold. Stephen will continue in his attempts to arranging a site visit, preferably with the new owners and indicated that the Heritage working group should start working on the designation background report.</p>

	<p>Moved by Martin Bosch and seconded by Mary Tivy,</p> <p><b>“That the Designation Research and Heritage Review working group be delegated to start the necessary background research for a recommendation to designate the property at 14 Neeve Street under the Ontario Heritage Act.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Item 5.3</b>  <b>344 Woolwich Street</b>  Stephen reviewed the two options for the chimney replacement at 344 Woolwich Street and advised that the preferred option is the ashlar limestone option, however Heritage Guelph could offer either stone or brick designs as options for chimney replacement for other cottages of this period.</p> <p>Moved by Tony Berto and seconded by Christopher Campbell,</p> <p><b>“That Heritage Guelph approve the ashlar limestone design for the chimney replacement at 344 Woolwich Street as presented.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
6	<p><b>New Business</b></p> <p><b>Item 6.1</b>  <b>58 Albert St (Brooklyn Sunday School/Odd Fellows Hall)</b>  The property is a non-designated property listed in the Municipal Register of Cultural Heritage Properties. It is adjacent to a protected (designated) heritage property (49 Albert Street) and is located within the proposed Brooklyn and College Hill Heritage Conservation District Study Area.</p> <p>Stephen Robinson advised that a severance application for the subject property was approved at Committee of Adjustment yesterday. Rita Kostyan (Development Planner) attended for this portion of the meeting and told Heritage Guelph that although the Committee of Adjustment approved the severance, Planning staff recommended deferral as they would like to have seen the proposed elevations for the proposed new dwelling prior to the severance being approved. Rita reviewed the conditions of the severance. Heritage Guelph will be able to comment on the final design plans and elevations of the proposed building on the severed lot.</p> <p>Stephen presented photos from a recent site visit. The developer does not intend to develop the severed lot at this time and will be focusing on the rehabilitation of the main building as a residential use. The owner is not planning to demolish the modern (1960s) addition on the west side of the main building.</p> <p>Paul Ross thanked Rita Kostyan for attending.</p> <p><b>Item 6.2</b>  <b>6 Dublin Street South</b>  Stephen Robinson advised that the designated building at 6 Dublin Street South (former Guelph Museum) does not have list of heritage attributes included in the designation by-law. The City is preparing to sell the property and would like to have a list of heritage attributes that could be</p>

	<p>communicated to potential purchasers. Stephen presented to the committee members photos he had taken during a recent site visit. Stephen noted that the entire limestone exterior should be included in the heritage attributes and that the interior stairwell is impressive and should be noted as a feature that Heritage Guelph would prefer to be retained.</p> <p>Moved by Mary Tivy and seconded by Tony Berto,</p> <p><b>“That in addition to the description of the building at 6 Dublin Street South as it exists in Heritage Designation By-law (1977)-9424 and subject to further review, that Heritage Guelph feels the heritage attributes should be understood as including the entire limestone exterior of the 3-storey main section and the 2-storey rear section, including the original rooflines, side gable walls (stone or brick), parapets and chimneys and should also include the original window and door openings (size, shape and location) as well as the original window components of the 3-storey main section and the 2-storey rear section. Although the designation by-law does not mention interior elements, Heritage Guelph feels the interior wooden stairway should be retained and treated as an important architectural element.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Item 6.3</b>  <b>28 Norfolk Street – Church Rectory and St. Agnes School</b>  Stephen Robinson advised that he has had a discussion with Todd Salter about accelerating the designation process for the property at 28 Norfolk Street known as “Catholic Hill”. The site includes the Church of Our Lady Immaculate, the Rectory, the Music Annex and St. Agnes School. Stephen will arrange for a preliminary meeting with Reverend Noon to discuss what his plans are for the property. Stephen added that more research on the property is needed. Stephen presented photos he had taken on a recent site visit. Paul Ross noted that he and Stephen will keep the committee informed of any updates on this item.</p> <p><b>Item 6.4</b>  <b>35 College Avenue West</b>  Stephen Robinson advised that he has received inquiries from the owner of the property at 35 College Avenue West as to whether Heritage Guelph would be supportive of a demolition application. Stephen noted that this property is not designated or listed on the Heritage Register but has been identified in the Couling Inventory as part of a group of four cottages and built about 1880s. He added that there have been major changes made to the subject property and that in his opinion there is very little physical heritage value left. Stephen also advised the Committee that the only option for Heritage Guelph would have to preserve this property would be for them to recommend that Council designate the property under the Ontario Heritage Act. Paul Ross asked that Stephen bring this item back for the Committee’s consideration when the demolition permit has been applied for.</p>
7	<p><b><u>Working Group Reports</u></b></p> <p><b>Communications</b></p> <p><b>Item 7.1</b>  <b>Proposed Endorsement of Ontario Heritage Trust Community Leadership Award</b></p>

	<p>The Guelph Arts Council Historical Walking Tours program has been offered in Guelph for 35 years, starting in 1977 and continuously since 1987. Three of the tour guides have been offering the tours consistently for 25 years. There are six tours of various areas of heritage interest in the city. The tours have raised awareness and interest among residents and visitors in the cultural heritage buildings, landscapes and streetscapes of the City of Guelph.</p> <p>Moved by Tony Berto and seconded by Joel Bartlett,</p> <p><b>“That Heritage Guelph endorses the nomination of the Guelph Arts Council's Historical Walking Tours for the Ontario Heritage Trust Heritage Community Recognition Program.”</b>  <b>CARRIED</b></p> <p>Terry Crowley, Shirley Perrior and Susan Ratcliffe have served consistently as volunteer tour guides for the Guelph Arts Council Historical Walking Tours for 25 years starting in 1987. Through their active participation in the development and presentation of the Historical Walking Tours, they have made an exceptional contribution to the awareness of built, cultural and natural heritage conservation in the City of Guelph.</p> <p>Moved by Christopher Campbell and seconded by Daphne Wainman-Wood,</p> <p><b>“That Heritage Guelph endorses the nomination of Terry Crowley, Shirley Perrior and Susan Ratcliffe for the Lieutenant Governor's Ontario Heritage Award for Lifetime Achievement.”</b>  <b>CARRIED</b></p> <p><b>Item 7.2</b>  <b>Review for redesign of the Heritage Guelph logo, website and publications</b>  Susan Ratcliffe expressed strong interest in the Communications Working Group and staff looking at the City’s heritage webpages and past publications and updating both. All Committee members were asked to review the website and provide comments for change and improvement.</p>
8	<p><b><u>Information Items</u></b>  None.</p>
9	<p><b><u>Next Meeting</u></b></p> <p>Working Group Meeting(s) – Monday, April 23, 2012 in City Hall Meeting Room “B”  Regular Meeting - Monday, May 14, 2012 in City Hall Meeting Room “B”</p>
10	<p><b><u>Other Matters Introduced by the Chair or Heritage Guelph Members</u></b></p> <p>Paul Ross has been asked by the Guelph/Wellington Branch of the Architectural Conservancy of Ontario (ACO) to provide nominations for two ACO awards - the Couling Award and Stonehammer Award. Paul has recommending Uli Walle for the Stonehammer Award. Paul asked for a member to do a write up and nomination form. Tony Berto agreed to look after this. The awards ceremony will take place in June and will require a presentation.</p> <p>Stephen Robinson indicated that the summer student position of Heritage Research Assistant has been filled and that Tara Spears will start work on May 7. Tara is a Queen’s University planning student and</p>

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will be here from May until the end of August.

Paul Ross indicated that the Brooklyn and College Hill Heritage Conservation District designation process is going back to Council Committee (PBEE) on April 18 for a decision on the proposed timeline for outstanding HCD boundary issues and the proposed public consultation program.

Mary Tivy told the Committee that she is helping to co-ordinate a conference in Vancouver in two weeks on cultural heritage landscapes. Mary will report back at the May meeting of Heritage Guelph.

Adjourn – 2:05 pm

DRAFT



# MEETING MINUTES



MEETING **Heritage Guelph**

DATE May 7, 2012

LOCATION City Hall Committee Room 'B'

TIME 12:00 PM

PRESENT Paul Ross (Chair), Mary Tivy, Christopher Campbell, Martin Bosch, Tony Berto, Daphne Wainman-Wood, Doug Haines, Lorraine Pagnan, Susan Ratcliffe, Stephen Robinson (Senior Heritage Planner)

REGRETS Joel Bartlett, Russell Ott

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
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1	<p><b><u>Welcome and Opening Remarks</u></b> Paul Ross welcomed all to the meeting.</p>
2	<p><b><u>Approval of Agenda:</u></b></p> <p>Moved by Tony Berto and seconded by Martin Bosch,</p> <p><b>“THAT the Agenda for the May 7, 2012 meeting of Heritage Guelph be approved.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
3	<p><b><u>Declaration of Pecuniary Interest:</u></b> none</p>
4	<p><b>New Business</b></p> <p><b>Item 4.1</b> <b>Four Year Heritage Work Plan</b></p> <p>Stephen Robinson presented a draft of the revised Four Year Heritage Work Plan and described the purpose of the work plan is to provide a clear understanding of the research work required of Heritage Guelph, the committee report work load currently carried by the Senior Heritage Planner and the targeted completion dates of heritage designations and related activities. The Four Year Heritage Work Plan was first presented and received by Council in Report 11-25 to the Planning, Building, Engineering and Environment Committee on March 21, 2011. It is intended that an annual report will be submitted to Council advising on the major heritage planning activities over the previous year and providing an updated Heritage Work Plan.</p>

	<p>Stephen provided a brief description of each of the sections of the Four Year Work Plan and discussion ensued.</p> <p>Moved by Susan Ratcliffe, seconded by Tony Berto,</p> <p><b>“That Heritage Guelph endorses the updated Four Year Heritage Work Plan as presented by Heritage Planning staff to Heritage Guelph at their meeting of 7 May 2012, with the addition of 14 Neeve Street and 18 Kathleen Street as individual properties for potential designation under the Ontario Heritage Act and the addition of a new project/activity for new Heritage Guelph member orientation dated 2015.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
5	<p><b><u>Information Items</u></b></p> <p>None.</p>
6	<p><b><u>Next Meetings</u></b></p> <p>Regular Meeting - Monday, May 14, 2012 in City Hall Meeting Room “B”  Working Group Meeting(s) – Monday, May 28, 2012 in City Hall Meeting Room “B”</p>
7	<p>Adjourn – 1:30 pm</p>