

# MEETING MINUTES



MEETING            **Heritage Guelph**

DATE                May 14, 2012

LOCATION            City Hall Committee Room 'B'

TIME                12:00 PM

PRESENT           Paul Ross (Chair), Russell Ott, Mary Tivy, Martin Bosch, Tony Berto, Doug Haines, Christopher Campbell, Joel Bartlett, Daphne Wainman-Wood, Stephen Robinson (Senior Heritage Planner), Michelle Mercier (Recording Secretary), Tara Spears (Heritage Research Assistant)

REGRETS           Lorraine Pagnan, Susan Ratcliffe

DELEGATION      Kayla Jones (Building Stories Project, University of Waterloo); Dario Darenzo, Chuck Nash, Keith Peck (12 Wyndham St N)

## 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 and introduced Tara Spears as the summer student (Heritage Research Assistant) for this year.</p>
2	<p><b><u>Approval of Agenda:</u></b>            Moved by Russell Ott and seconded by Tony Berto,  <b>“THAT the Agenda for the May 14, 2012 meeting of Heritage Guelph be approved.”</b>  <div style="text-align: right;"><b>CARRIED</b></div></p>
3	<p><b><u>Declaration of Pecuniary Interest:</u></b>            None</p>
4a	<p><b><u>Approval of Meeting Minutes from April 11, 2012</u></b>            Moved by Mary Tivy and seconded by Tony Berto,  <b>“THAT the Minutes for the April 11, 2012 meeting of Heritage Guelph be approved.”</b>  <div style="text-align: right;"><b>CARRIED</b></div></p>

4b	<p><b><u>Approval of Meeting Minutes from May 7, 2012</u></b></p> <p>Moved by Daphne Wainman-Wood and seconded by Tony Berto,</p> <p><b>“THAT the Minutes for the May 7, 2012 meeting of Heritage Guelph be approved.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
5	<p><b><u>Matters Arising from Previous Minutes</u></b></p> <p>None</p>
6	<p><b>New Business</b></p> <p><b>Item 6.1</b>  <b>“Building Stories” Project</b>  Delegation – Kayla Jones, Heritage Resources Centre, University of Waterloo.</p> <p>Kayla Jones made a presentation describing the “Building Stories” Project, a Canada-wide inventory of recognized and non-recognized heritage places. It project is available online at <a href="http://www.buildingstories.co">www.buildingstories.co</a> and they are working on a mobile application which will be available in May. The project encourages members of the public to have some input and the public can add information to the listings that are on the website. Guidelines are set up for people adding information and users need to accept the terms of use before they can add information. They are running a series of workshops and the next one is scheduled in 3 weeks.</p> <p>Paul Ross thanked Kayla for attending the meeting and advised that Heritage Guelph would look at what role the committee could consider playing in this project.</p> <p><b>Item 6.2</b>  <b>12 Wyndham Street North (Medical Hall)</b>  Delegation - Dario Darenzo, Chuck Nash, Keith Peck</p> <p>Stephen Robinson advised that the owners of the historic Medical Hall, a designated heritage building at 12 Wyndham Street North (now Frank &amp; Steins) are proposing alterations to the exterior of the main floor.</p> <p>Dario Darenzo advised that they did a lot of work in 2005 on the interior of the building and that they are now looking at updating the exterior. They would like to restore the main level back to its original look. He advised that behind the concrete slab is a mixture of brick, mortar and concrete block repairs. They are proposing to refinish the bottom portion of the building elevations with limestone, adding 4 large bay doors on Macdonell Street, removing the current signage and adding back-lit signage and adding pin-lighting to the side of the building. He added that they would be working with architect Lloyd Grinham and Tacoma Steckley Engineers on the plans.</p> <p>Stephen Robinson provided additional historical images of the building. Stephen added that as the building is protected by a municipal heritage designation by-law, the proponent will need to go through the heritage permit process and will need a Cultural Heritage Resource Impact Assessment to be completed that includes measured drawings and further information on what they are proposing. Paul thanked the delegates for attending.</p>

**Item 6.3**

**1 Douglas Street (Gummer, Victoria and Stewart Buildings)**

Stephen Robinson advised that Skyline, the owner of the Victoria Building at 1 Douglas Street, have requested to alter their design approved by the Site Plan Review process in order remove the proposed metal cresting along the top edge of the Victoria Building to (a change that in their view would improve the view of the city from the roof patio area. The Committee felt that there needs to be cresting but that the height and/or width may be negotiable. Stephen suggested that instead of removing the cresting element completely it could possibly be shorter and/or less dense depending on the requirements of the Ontario Building Code. Stephen has asked the owner to have their architect come up with an alternative cresting design and he will bring this back to the Committee when available. The committee requested that they would like to see photos of what the proposal would look like from both the street and from the patio at the finished height.

**Item 6.4**

**Brooklyn and College Hill Heritage Conservation District Designation Process**

Stephen Robinson provided an update on the HCD designation process. Stephen advised that Council has extended the deadline to September 30 2012 for submissions from property owners/stakeholders regarding outstanding issues regarding the proposed boundary. Planning staff are only looking for new technical information that has not already been considered in relation to the boundary issues. Stephen noted that due to extension Planning staff are now looking at going back to Council in November with a recommendation on a final boundary. Stephen added that the focused community workshop that was scheduled for June will now be moved to later in September. Stephen noted that when the preliminary draft of the HCD guidelines and policies is available they will be brought to Heritage Guelph for comments. The Four Year Heritage Work Plan should be revised to reflect that Heritage Guelph will be reviewing the Guidelines and Policies.

Moved by Doug Haines and seconded by Martin Bosch,

**“THAT the Heritage Guelph Workplan for 2012 be amended to add that Heritage Guelph will be reviewing the Brooklyn and College Hill Heritage Conservation District draft guidelines and policies.”**

**CARRIED**

**Item 6.5**

**Confirmation of 2012 HG Working Group Structure**

Communications – Susan Ratcliffe, Paul Ross, Martin Bosch, Joel Bartlett

Designation Research – Paul Ross, Mary Tivy, Tony Berto, Lorraine Pagnan, Daphne Wainman-Wood

Heritage Trees and Landscapes (Ad Hoc) – Christopher Campbell, Paul Ross, Lorraine Pagnan, Mary Tivy, Daphne Wainman-Wood

Policy Review (Ad Hoc) – Paul Ross, Lorraine Pagnan, Daphne Wainman-Wood, Russell Ott

Stephen Robinson will update the Working Group list and Michelle Mercier will circulate the draft.

**Item 6.6**

**1 39 Morris Street (Biltmore Property)**

Stephen Robinson described the existing floor plan and elevation drawings of the original 1907 factory building as recently submitted by the proponent. Stephen noted that to date we haven't received complete existing floor plan drawings or a confirmation from the City's Engineering staff that the entire building needs to be demolished as a requirement of the remediation plan for the clean up of contaminants on site. Paul Ross added that Heritage Guelph are not able to add conditions to the demolition permit abut that we can for the building permit and site plan process. Paul has a list of recommended conditions and would like to add one about setting money aside for some type of commemorative.

Moved by Martin Bosch, Seconded by Russell Ott,

**“THAT, having decided not to pursue designation of the original (1907) factory building at 139 Morris Street, Heritage Guelph will not oppose the application for the demolition of all buildings on the subject property; AND**

**THAT, should a Demolition Permit be approved by the Building Department for all buildings on the property located at 139 Morris Street, Heritage Guelph will continue to require through the current development planning (Zoning Amendment Application) process that the following four conditions be acknowledged and accepted by the owner of 139 Morris Street :**

- **That the owner, take inventory photographically and through measured floor plans and elevations documenting the entire original (1907) structure;**
- **That the owner be required to salvage whatever aspects of the buildings that is possible. (e.g. brick, wooden doors, windows, interior beams etc.);**
- **That the owner, in consultation with Heritage Guelph, provide an appropriate amount of funding to enable the proponent to design prepare, construct and install signage/recognition on site that explains the cultural heritage significance of the Biltmore Company occupancy and previous significant uses/occupants of the property;**
- **That the owner, invite staff from the Guelph Civic Museum to determine artifacts of significance from the subject property that would be donated to the museum.”**

**CARRIED**

**Item 6.7**

**175 Liverpool St**

Stephen Robinson advised that the owners of the house at 175 Liverpool have submitted an application for a demolition permit. The house is on the Couling Inventory however is not listed on the Municipal Register.

Moved by Mary Tivy and seconded by Martin Bosch,

**“WHEREAS Heritage Guelph has concern for the incremental loss of built heritage resources within the city that do not have protection or interim protection through listing on the Municipal Register of Cultural Heritage Properties under the provisions of the Ontario Heritage Act, AND**

	<p><b>WHEREAS</b> Heritage Guelph’s preference is to proceed as soon as possible with the evaluation of all identified built heritage resources that have not yet been listed on the Municipal Register of Cultural Heritage Properties using Ont. Reg. 9/06 and recommend that Council list on the Municipal Register those properties that satisfy the criteria, <b>AND</b></p> <p><b>WHEREAS</b>, Heritage Guelph’s preference is to continue to support and promote the practice of conserving built heritage resources through the designation of Heritage Conservation Districts under the provisions of the Ontario Heritage Act, <b>THEREFORE</b></p> <p><b>BE IT RESOLVED, THAT</b> in part due to the deadlines imposed by the demolition permit process for this unlisted built heritage resource and the apparent lack of cultural heritage value, Heritage Guelph is reluctantly not opposed to the issuance of a demolition permit for the subject property.”</p> <p style="text-align: right;"><b>CARRIED</b></p>
7	<p><b><u>Working Group Reports</u></b></p> <p><b>Item 7.1</b> <b>Communications</b> Stephen Robinson advised that the Communications Working Group met in April and discussed updating the website. There were some good ideas for changes to the website and staff are starting to make some improvements.</p> <p><b>Item 7.2</b> <b>Designation Research and Heritage Review</b> No update provided.</p> <p><b>Item 7.3</b> <b>Heritage Trees and Landscapes</b> No update provided.</p> <p><b>Item 7.4</b> <b>Policy Review</b> No update provided.</p> <p><b>Item 7.5</b> <b>Committee Representation</b> No update provided.</p>
8	<p><b><u>Information Items</u></b></p> <p><b>Item 8.1</b> <b>Cultural Heritage Landscapes Conference, Victoria BC (Mary Tivy)</b> Not covered during this meeting and will be added to a future Agenda.</p>

	<p><b>Item 8.2</b>  <b>Letter to Heritage Guelph from Frank Valeriote, MP</b>  The Letter was supplied as part of the Agenda.</p> <p><b>Item 8.3</b>  <b>Letter from MTCS to Heritage Guelph re: waving normal fees at Land Registry Offices for MHC members and assistants</b>  The letter was supplied as part of the Agenda.</p>
9	<p><b><u>Next Meeting</u></b></p> <p>Working Group Meeting(s) – Monday, May 28, 2012 in City Hall Meeting Room “B”  Regular Meeting - Monday, June 11, 2012 in City Hall Meeting Room “B” – Daphne as Chair in Paul’s absence.</p>
10	<p><b><u>Other Matters Introduced by the Chair or Heritage Guelph Members</u></b></p> <p>Nothing</p> <p>Adjourn –2:05 pm</p>