

# MEETING MINUTES



MEETING            **Heritage Guelph**

DATE                June 11, 2012

LOCATION            City Hall Committee Room 'B'

TIME                12:00 PM

PRESENT            Tony Berto, Lorraine Pagnan, Susan Ratcliffe, Mary Tivy, Martin Bosch, Doug Haines, Christopher Campbell, Joel Bartlett, Daphne Wainman-Wood (Acting Chair), Stephen Robinson (Senior Heritage Planner), Michelle Mercier (Recording Secretary), Tara Spears (Heritage Research Assistant)

REGRETS            Paul Ross, Russell Ott

DELEGATION        Dean Goods, Lee Oldham (58 Albert Street); Pastor Bob Radford (40 Margaret Street)

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><b><u>Welcome and Opening Remarks</u></b></p> <p>Daphne Wainman-Wood (Acting Chair) welcomed everyone to the meeting and introduced Bill Green as our new member.</p> <p>Stephen Robinson also welcomed Bill Green to the Committee and advised that the Committee now has achieved its full membership complement.</p> <p>Stephen Robinson circulated the Committee contact list and asked that all members update their contact information.</p>
2	<p><b><u>Approval of Agenda:</u></b></p> <p>Moved by Mary Tivy and seconded by Tony Berto,</p> <p><b>“THAT the Agenda for the June 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></p> <p>Joel Bartlett declared a pecuniary interest for Item 6.2 - 40 Margaret Street.</p>

4	<p><b><u>Approval of Meeting Minutes from May 14, 2012</u></b></p> <p>The May 14, 2012 Minutes contain separate motions approving the April 11, 2012 and May 7, 2012 HG Minutes. Both motions require a correction to read “approved” instead of “approved as amended.”</p> <p>Moved by Tony Berto and seconded by Mary Tivy,</p> <p><b>“THAT the Minutes for the May 14, 2012 meeting of Heritage Guelph be approved as amended.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
5	<p><b><u>Matters Arising from Previous Minutes</u></b></p> <p>Lorraine Pagnan asked if Heritage Guelph will be reviewing the Environmental Engineer’s report for Item 6.6 – 139 Morris Street. Stephen Robinson advised that he will bring back any new information on this property when it is available.</p> <p>Members of the committee requested that Heritage Guelph be better informed on the demolition process and procedures. Stephen Robinson will arrange for someone from the Building Department to attend a future Heritage Guelph meeting to talk about the demolition process when it involves heritage issues.</p>
6	<p><b>New Business</b></p> <p><b>Item 6.1</b>  <b>58 Albert Street (former Brooklyn Sunday School)</b>  Delegations – Dean Goods (owner), Lee Oldham</p> <p>Conditions imposed by the Committee of Adjustment for the recently approved severance of the subject property required that prior to the issuance of a Building Permit, Heritage Planning and Heritage Guelph review and approve any alterations to the existing building on the lot to be retained. Stephen Robinson provided comments to the Committee regarding the drawings that were submitted by the owner to Building Services for a Building Permit to allow a second-storey addition to the flat roofed portion of the existing building. The alterations propose to open up original window openings currently bricked-in and to create one new window opening on the Martin Street façade. The existing windows which have been identified as heritage attributes in the Heritage Register record are proposed to be replaced. The owner advised that the existing windows are damaged and cannot be saved however they will be replaced with windows as similar as possible to the originals. Heritage Guelph members raised concerns with the roof lines as shown on the drawings and are recommending raising the joining roof. The owner noted that he would be willing to look at the roof lines.</p> <p>Members of Heritage Guelph requested seeing the revised elevation drawings before making a decision. Stephen Robinson will provide the revised drawings to Heritage Guelph when they are available.</p> <p>Moved by Lorraine Pagnan and seconded by Tony Berto,</p>

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**“THAT before Heritage Guelph takes a position regarding Building Permit 2012-005818 for 58 Albert Street, members be provided with revised elevation drawings that clearly indicate all alterations proposed by the owner for the existing building on the lot to be retained.**

**CARRIED**

**Item 6.2**

**106 Carden Street (Royal Hotel)**

Stephen Robinson provided some background on the history of the Royal Hotel at 106 Carden Street. Stephen advised that the owners are looking at making some improvements to the ground floor façade on Carden Street. Stephen advised that the heritage attributes identified in the Heritage Register include the ashlar limestone exterior and window/door fenestration. Stephen recommended that the proponent will need to determine how much of the original limestone wall and openings are still there and how much it is possible to save. The proponent will also be required to present their proposed lighting and signage concept.

Heritage Guelph members requested a site visit with the owners after the main floor board-and-baton wood cladding is removed to view the original limestone underneath. Stephen will arrange a site visit and will let the committee know when it is scheduled.

Martin Bosch added that Heritage Guelph should make a recommendation that Council publish its intention to designate the property at 106 Carden Street under Part IV of the Ontario Heritage Act.

Moved by Martin Bosch and seconded by Tony Berto,

**“THAT Heritage Guelph proceed with the designation process for the Royal Hotel located at 106 Carden Street.”**

**CARRIED**

**Item 6.3**

**78 Reynolds Walk (Raithby House)**

Stephen Robinson provided some background on the University of Guelph’s Raithby House located on campus at 78 Reynolds Walk. Stephen advised that the house was built in 1882 and is listed on the Municipal Register but has not been designated. The University is looking to renovate the house and demolish the garage. Stephen noted that the garage is not included as a heritage attribute in the Heritage Register record and, in his opinion, has no cultural heritage value.

Tara Spears provided an overview of the University’s proposed plans to remove and replacing all windows except those in the front sunroom, replace the shingles on the roof and work on the front porch.

Martin Bosch provided some history on the name Raithby. Mr Raithby was the Agricultural Director at the UofG and lived in the house in the 1970’s. The building has been vacant for a number of years. The University is looking to restore the house and have a faith-based group as the occupant.

Moved by Susan Ratcliffe and seconded by Bill Green,

	<p><b>“THAT Heritage Guelph supports the University of Guelph’s plans to renovate Raithby House located at 78 Reynolds Walk and to demolish the detached garage to the east of the house, AND THAT the University of Guelph be commended for restoring the Raithby House located at 78 Reynolds Walk back to its original condition.”</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Item 6.4</b> <b>40 Margaret Street (former Paisley Memorial United Church)</b></p> <p>Delegate – Pastor Bob Radford</p> <p>Stephen Robinson advised that there has been a Building Permit submitted for changes to the apse/ stage area and presented the plans to the Committee. Stephen added that he supports the proposed design for the new stage and feels, in his opinion, that this partial interior demolition and renovation plan conserves the heritage attributes the have been identified by Heritage Guelph.</p> <p>Pastor Bob Radford advised that the organ and its related elements will be relocated to another church and that the wooden screen will go with the organ. The owner will be retaining the original exterior windows revealed behind the organ even though they will not be functional as the 1960s addition was built behind these windows.</p> <p>Daphne Wainman-Wood thanked Pastor Radford for attending the meeting.</p>
7	<p><b><u>Working Group Reports</u></b></p> <p><b>Item 7.1</b> <b>Communications</b> No update provided</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> Christopher Campbell advised that the Landscape tour was held yesterday. Christopher added that there is a large crab apple tree located at 25 Harcourt Drive and he would like to see it designated under the Ontario Heritage Act.</p> <p><b>Item 7.4</b> <b>Policy Review</b> Stephen Robinson advised that as part of the Downtown Secondary Plan a “heritage conservation analysis” is t be carried out with assistance from Heritage Guelph. Stephen Robinson and Tara Spears are in the process of producing a list and map of the heritage status of properties in the Downtown Secondary Plan area. Mary Tivy offered to look into getting the research work already done by Libby</p>

	<p>Percival.</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>Update on June 4 and 5 Conservation Review Board Hearing re: Wilson Farmhouse</b>          Stephen Robinson provided an update on the Conservation Review Board hearing for the Wilson Farmhouse. Stephen noted that, in his opinion, the hearing went well for the City's interests. Stephen noted that the Conservation Review Board only provides a recommendation and then Council makes the final decision as to whether the subject property is to be designated under the Ontario Heritage Act.</p> <p><b>Item 8.2</b>  <b>Update on Heritage Planning Annual Report to Council Committee</b>          Stephen Robinson advised that the Heritage Planning Annual Report going to the PBEE Committee of Council has been postponed. Stephen is continuing to gather information on the data that can be included in report.</p>
9	<p><b><u>Next Meeting</u></b></p> <p>Working Group Meeting(s) – Monday, June 25, 2012 in City Hall Meeting Room “B”          Regular Meeting - Monday, July 9, 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>Stephen Robinson advised that the property at 132 Harts Lane is currently for sale. It contains a mid-19<sup>th</sup> century timber frame house and a large bank barn which are listed on the Municipal Register. Stephen added that there is potential for a cultural heritage landscape to be identified here and that he will bring back the property for further discussion at Heritage Guelph when he receives a planning application for the property.</p> <p>Mary Tivy provided an update on the Annual ACO/CHO Heritage Conference that she attended on behalf of Heritage Guelph in Kingston. Mary will type up her notes and send them to the committee members.</p> <p>Susan Ratcliffe advised that there is a walking tour of the Brooklyn neighbourhood this weekend if anyone is interested in attending.</p> <p>Susan Ratcliffe asked if the iron cresting from St. Agnes School was moved to the top of the Museum. Stephen Robinson will look into this to see if he can find out.</p> <p>Adjourn –2:05 pm</p>