

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday January 10, 2005

COMMITTEE ROOM C (Basement)
CITY HALL

A G E N D A

1. **Approval of Agenda**
2. **Declarations of pecuniary interest**
3. **Approval of Minutes from the December 13, 2004 meeting.**
4. **Matters arising from the December 13, 2004 Minutes.**
5. **Business Items:**
 - a) **Loretto Convent** – Task Force Update – Interim Report
 - b) **Hanlon Creek Business Park**: Review of updated proposed subdivision and OPA/ZC for the City's business park extension. Includes the Crawley Farmhouse.
 - c) **Petrie Building** – 15 Wyndham – Status
 - d) **Committee of Adjustment Items** – January 25th Meeting
129 Elizabeth Street – Demolition, Severance & Frontage variances
66 Maple Street – Severance of back woodlot to create lot accessible from Forest Hill
577 Gordon – McNally House, UofG – variance for continued permission for barrier-free ramp
- 1:00 PRESENTATION:
 - e) **60 Cardigan** – Review of revised Site Plan
6. **Information Items:**
 - a) **Heritage Coordinator's Update**: Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
7. **Date of next meeting: Monday January 24th at Noon – City Hall.**
8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: January 24th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Betty-Lou Clark; Joel Barlett; Paul Ross; Cecelia Paine; Gil Stelter; Kevin O’Donnell; Susan Ratcliffe; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Lesley Hayward; Pat Nicholls; Owen Chinnery.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p style="padding-left: 40px;">Addition to 5a) Plaques 8a) University of Waterloo - adaptive reuse</p> <p>The following motion was made by Paul Ross and seconded by Joel Bartlett:</p> <p>“That the Heritage Guelph agenda for January 24th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the January 10th, 2004 Meeting:</u></p> <p>5e – in the motion, change “Parks Canada Commercial Heritage Incentive Fund” to “Commercial Properties Heritage Incentive Fund”</p> <p>The following motion was made by Norm Harrison and seconded by Kevin O’Donnell:</p> <p>“That Heritage Guelph approves the minutes as amended for January 10th, 2004 meeting.”</p> <p style="text-align: right;">Carried</p>	



	<p>The following motion was made by Paul Ross and seconded by Cathy Downer: “That Heritage Guelph go in -camera”</p> <p style="text-align: right;">Carried</p> <p>The following motion was made by Cathy Downer and seconded by Pat Nicholls: “That Heritage Guelph return to the regular meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from January 10th, 2005 meeting)</p> <p>66 Maple Street:</p> <p>A new sketch has been provided by the applicant that shows a 2.4m connection to the Maple Street access from the back lot, which would prevent car access.</p> <p>The following motion was made by Cathy Downer and seconded by Paul Ross: “THAT should the Committee of Adjustment decide to approve the application B-3/05, Heritage Guelph requests that the following condition be attached to the decision:</p> <p style="padding-left: 40px;">That prior to issuance of any Building Permit for “Part 5”, the retained parcel accessing Forest Hill Drive, that the applicant consult with Heritage Guelph on the design of the new dwelling.”</p> <p style="text-align: right;">Carried</p> <p>Subscriptions/Memberships:</p> <p>Ian will look into memberships for Guelph Arts Council, ACO, CHO, Guelph Historical Society, Guelph Museums and GRCA.</p>	IP
5.	<p><u>Business Items:</u></p> <p>a) Heritage Week: Ian sent out letters regarding the handing over of plaques to the owners. Ian will find out about mounting plaques on trees.</p> <p>The following motion was made by Betty-Lou Clark and seconded by Susan Ratcliffe: “THAT Heritage Guelph will plan to hand out plaques at the February 21st”</p>	IP



	<p>2005 Council meeting.”</p> <p style="text-align: right;">Carried</p> <p>b) Guelph’s Draft Strategic Plan: The City of Guelph hired a consultant to come up with a plan. The City was looking for comments from Heritage Guelph. Leanne will formulate comments made and forward to the City.</p> <p>Kevin left at 1:05pm.</p> <p>For the next round of comments, Ian will bring the Planning’s Business Plan to Heritage Guelph to help make the connections from the Strategic level to the implementation level.</p> <p>c) Neighbouring MHC’s Liasons: Leanne suggested that the Committee organizes a get together with surrounding Heritage committees to discuss mutual interests. Norm suggested that other urban centres would also be appropriate contacts: Cambridge, Kitchener, Elora and Waterloo.</p> <p>d) Loretto Convent: Councillor Downer reports that the Diocese continues to have an open mind regarding options for the site. Cecelia will discuss including the Rectory within the designation of the Convent, with the Task Force and how they imagine that proceeding.</p>	<p>LP</p> <p>IP</p> <p>LP</p> <p>CP</p>
6.	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update: 31 Gordon Street – Renovations: The following motion was made by Cathy Downer and seconded by Susan Ratcliffe: “THAT Heritage Guelph move 31 Gordon Street to the Burcher/Stokes Inventory and that Ian will notify the owners.”</p> <p style="text-align: right;">Carried</p> <p>Leanne will notify the press.</p> <p>b) Westminster Woods – Hanlon reconstruction The City has the building permit application for the second “Heritage reconstruction” at the turning circle of Westminster Woods. It conforms to the earlier drawings approved by HG.</p>	



	<p>c) Catering: There is a possibility of the catering for Heritage Guelph being cut due to the 2005 budget. We have been advised to continue to provide lunch unless we hear otherwise.</p> <p>d) Civic Museum Expansion Feasibility Meeting: Joel will be attending an upcoming meeting. There study is highlighting the constraints on the existing property.</p> <p>e) 37 Geddes (998 Edinburgh): Research for 37 Geddes is needed to assist with the Doors Open information.</p> <p>f) Heritage Day Workshop: Monday – February 21st, 2005 – 8:30am to 4:00pm at the Fergus Legion, 500 Blair Street. Members could carpool.</p>	
7.	<p>Date of next meeting: February 14th at 12 noon in Council Committee Room C</p>	
8.	The meeting ended at 1:55 pm.	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee's website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday January 24, 2005

COMMITTEE ROOM C (Basement)
CITY HALL

A G E N D A

1. **Approval of Agenda**
2. **Declarations of pecuniary interest**
3. **Approval of Minutes from the January 10, 2005 meeting.**
4. **Matters arising from the January 10, 2005 Minutes.**
5. **Business Items:**
 - a) **Heritage Week** – Feb 21-27 – Leanne -- HG Initiatives
 - b) **Guelph's Draft Strategic Plan** – Review of document and preparation of Heritage Guelph response
 - c) **Neighbouring MHC's Liasons?** – Leanne –
 - d) **Loretto Convent** – Task Force Update – Cecelia/Cathy
6. **Information Items:**
 - d) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
 - Hanlon Farmhouse on Westminster Woods to be constructed.
 - February 14th – Special Ministry of Culture Workshop meeting
 -
7. **Date of next meeting: Monday February 14th at Noon – City Hall.**
8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: February 14th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Betty-Lou Clark; Lesley Hayward; Pat Nicholls; Owen Chinnery; Joel Barlett; Paul Ross; Cecelia Paine; Gil Stelter; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Kevin O'Donnell; Susan Ratcliffe.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p style="text-align: center;">Addition to 5f) 32 Gordon Street – Army Navy</p> <p>The following motion was made by Paul Ross and seconded by Betty-Lou Clark:</p> <p>“That the Heritage Guelph agenda for February 14th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the January 24th, 2005 Meeting:</u></p> <p>5d – change to – Councillor Downer reports that the Diocese continues to have an open mind regarding options for the site. Cecelia will discuss the designation of the Convent and the Rectory with the Task Force.</p> <p>The following motion was made by Paul Ross and seconded by Betty-Lou Clark:</p> <p>“That Heritage Guelph approves the minutes as amended for January 24th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	



4.	<p>Matters Arising: (Action Items from January 24th, 2005 meeting)</p> <p>Nothing to report.</p>	
5.	<p>Business Items:</p> <p>a) 1141 Paisley Road @ Elmira Road:</p> <p>Discuss surrounding the Armel Corporation application to demolish the farm buildings and dwelling at 1141 Paisley Road – the Mitchell farm. Property was annexed to the City late 2003.</p> <p>The following motion was made by Lesley Hayward and seconded by Owen Chinnery:</p> <p>“THAT Heritage Guelph strongly objects to the application for demolition of 1141 Paisley Road;</p> <p>AND THAT Heritage Guelph advises the Owner that the committee will be recommending to Guelph City Council that the property be designated under Part IV of the Ontario Heritage Act;</p> <p>AND THAT Heritage Guelph will be reviewing the property to fully assess the criteria for designation;</p> <p>AND THAT Heritage Guelph develop the designation recommendation to Council for their next available Council session;</p> <p>AND THAT Heritage Guelph suggests that the property be tenanted until such time as the Owner has developed plans for the area, or that the Owner take proper steps to secure and maintain the building while heated and vacant.</p> <p style="text-align: right;">Carried</p> <p>Ian will obtain background information on this property.</p> <p>b) 238 Speedvale West:</p> <p>The following motion was made by Owen Chinnery and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph has no comment on the proposed application to demolish the dwelling at 238 Speedvale West.”</p>	



Carried

c) 2162 Gordon Street:

The following motion was made by Gil Stelter and seconded by Cathy Downer:

“THAT Heritage Guelph add the farm at 2162 Gordon Street to the designation work plan and to continue to consult with the Owner in developing a recommendation to Council for the designation of the property.”

Carried

Members

d) 138 Wyndham Street North:

Leanne met with owner of the Post Office. The “For Sale” sign will be up for two weeks before they will accept any offers. The Owner would like a list of all features of the building that will be designated. Ian has drafted a Council report and has asked for comments, from the members, by February 18th.

The following motion was made by Leanne Piper and seconded by Gil Stelter:

“THAT Heritage Guelph requests that staff place this item on the next Council meeting agenda, March 7, 2005.

AND THAT Heritage Guelph endorses the draft Council report circulated on February 14, 2005, subject to comments from the committee being received prior to February 21, 2005.”

Carried

e) Committee of Adjustment Items (February 22nd Meeting):

66 Maple Street:

The following motion was made by Cathy Downer and seconded by Norm Harrison:

“THAT Heritage Guelph reconfirm the previous motion from January 24th, 2005 with respect to 66 Maple Street.”

Carried

f) 32 Gordon Street:

Don Kaufman, Matrix General Manager, is looking for clarification of the by-law and direction from the Committee as the building will be going through some upgrades.



	<p>IP to obtain the building permit drawings to review by the committee.</p> <p>The following motion was made by Lesley Hayward and seconded by Betty-Lou Clark: “THAT Heritage Guelph designate Ian Panabaker to respond by writing to Don Kaufman, owner of 32 Gordon Street, with suggestions for the approach to the window restoration.”</p> <p style="text-align: right;">Carried</p>	
<p>6.</p>	<p>Ministry of Culture Workshop: Chris Mahood</p> <p>Chris Mahood, from the Ministry of Culture, was present to teach members about the Canadian Register of Historic Places and how one would nominate a property and also understand how a property would be eligible to be listed in the registry. Chris gave the Committee the Standard Guidelines for our records. The website address is www.historicplaces.ca</p> <p>(Cathy left at 1:30pm) (Owen left at 1:50pm)</p>	
<p>7.</p>	<p>Information Items:</p> <p>a) GRCA Heritage Day Workshop – February 21st in Fergus. There is still room to register.</p> <p>b) Restoration Show at Bingemans – February 19th. There is a cost to go.</p> <p>c) 31 Gordon Street – The work on site is progressing. Inspection staff indicate that only minor sections of the cladding is being removed before cladding overtop, so the opportunity to see the underlying structure is not as good as was thought. The three storey section to the north will be completely uncovered however.</p> <p>d) Heritage Plaques – IP advises that the concrete posts for tree plaquing are made by Recreation and Parks staff. HG would need to work with them to create a post that would accommodate the designation plaques. The cost of each post would be about \$75.00. The owner would need to find a contractor to install the posts as City staff can’t work on private property.</p> <p>e) 22 – 26 Oxford Street is open for a site visit on February 15th.</p> <p>f) Budget – Leanne Piper to speak at the upcoming Council budget meeting.</p>	



8.	Date of next meeting: Monday February 28 th at noon at City Hall. The meeting ended at 2:25 pm.	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee's website development

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COMMITTEE ROOM C (Basement)
CITY HALL

A G E N D A

1. **Approval of Agenda**
 2. **Declarations of pecuniary interest**
 3. **Approval of Minutes from the January 24, 2005 meeting.**
 4. **Matters arising from the January 24, 2005 Minutes.**
 5. **Business Items:**
 - a) **1141 Paisley Road @ Elmira Rd:** Armel Corp. – Demolition
Application to remove the Mitchell farm house at the crest of the hill
 - b) **238 Speedvale West** – Demolition application to remove existing
house at new ReMax offices site
 - c) **2162 Gordon Street** – Designation Request – Follow-up from site
visit of Feb 7th
 - d) **138 Wyndham North** – Dominion Public Building – follow-up from
Council decision of Feb 8th
 - e) **Committee of Adjustment Items (February 22 Meeting):**
66 Maple – Revision to application
-
6. 1:00-2:00 pm **Ministry of Culture Workshop:** Chris Mahood
Parks Canada -- Historic Places Initiative / Commercial Heritage
Properties Incentive Fund
-
7. **Information Items:**
 - a) **Heritage Coordinator's Update:** Information provided as follow
up to comments/resolutions passed by Heritage Guelph and
preliminary inquiries.
 - o GRCA Heritage Day Workshop – February 21st -- Fergus
 - o Restoration Show @ Bingemans – February 19th
 - o 31 Gordon – update
 7. **Date of next meeting: Monday February 28th at Noon – City Hall.**
 8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



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 Date: February 28th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Betty-Lou Clark; Kevin O’Donnell; Susan Ratcliffe; Lesley Hayward; Pat Nicholls; Owen Chinnery; Paul Ross; Gil Stelter; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Joel Barlett; Cecelia Paine.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p style="text-align: center;">Addition to 5e) 133 Wyndham Street North 7b) Doors Open</p> <p>The following motion was made by Betty-Lou Clark and seconded by Lesley Hayward:</p> <p>“That the Heritage Guelph agenda for February 28th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the February 14th, 2005 Meeting:</u></p> <p>The following motion was made by Pat Nicholls and seconded by Norm Harrison:</p> <p>“That Heritage Guelph approves the minutes as amended for Feb 14th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	



Ian

c) 138 Wyndham Street North:

Report recommending designation of the property was updated as per committee comments. It is expected to be on the March 7th Council agenda. IP to circulate the report.

(Cathy left at 12:55pm)

d) 2005 Heritage Guelph Budget:

The student job posting should be out in the next little while. Catering is still available and purchased services is also available.

The following motion was made by Lesley Hayward and seconded by Owen Chinnery:

“THAT Heritage Guelph review the 2005/6 Work Plan at the next meeting, March 14th, 2005. Staff to circulate documents before meeting.”

Carried

e) 133 Wyndham Street North:

The owner will be reconfiguring the inside (the Woolwich Street side) to include a yoga studio and apartments upstairs. The Owner would also like to designate it. The Committee would like to designate the entire Alma Block. Ian will send letters to the adjacent owners. The Designation Subcommittee will discuss resources needed to start background research for the pending designations.

The following motion was made by Lesley Hayward and seconded by Pat Nicholls:

“THAT Heritage Guelph pursue the designation of the Alma Block located on Wyndham Street and add it to the workplan.”

Carried



f) Committee of Adjustment:

490 Woolwich Street:

The following motion was made by Gil Stelter and seconded by Paul Ross:

“THAT Heritage Guelph notifies the Committee that the property at 490 Woolwich Street is identified in the Couling Inventory. Heritage Guelph has no comment on the application A-22/05”

Carried

35 Ontario Street:

The following motion was made by Gil Stelter and seconded by Paul Ross:

“THAT Heritage Guelph notifies the Committee that the property at 35 Ontario Street is identified in the Inventory of Heritage Structure. Heritage Guelph has no comment on the application A-19/05”

Carried

47 Glasgow Street South:

The following motion was made by Betty-Lou Clark and seconded by Owen Chinnery:

“THAT Heritage Guelph ask the Committee of Adjustment for the deferral of this application A-18/05 and have a site visit and request information on building permit details and the potential reuse of the garage, but should the Committee of Adjustment proceed, Heritage Guelph would like a design review prior to building permit.”

Carried

41 Durham Street:

The following motion was made by Lesley Hayward and seconded by Owen Chinnery:

“THAT Heritage Guelph notifies the Committee that the property at 41 Durham Street is identified in the Couling Inventory. Heritage Guelph requests the following conditions be placed on application A-21/-5 should the Committee decide to allow the variance:



	<p>THAT the applicant consult with Heritage Guelph about the design prior to issuance of Building Permit.”</p> <p style="text-align: right;">Carried</p> <p>129 Elizabeth Street:</p> <p>The following motion was made by Pat Nicholls and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph have no comment on the demolition of 129 Elizabeth Street and that the Owner salvage as many components of the house as possible.”</p> <p style="text-align: right;">Carried</p> <p>148 London Road:</p> <p>The following motion was made by Norm Harrison and seconded by Paul Ross:</p> <p>“THAT Heritage Guelph have no comment on the application A-20/05 for 148 London Road West.</p> <p style="text-align: right;">Defeated</p> <p>The following motion was made by Owen Chinnery and seconded by Paul Ross:</p> <p>“THAT Heritage Guelph ask the Committee of Adjustment for the deferral of this application A-20/05 and request site plans from the Owner, but should the Committee of Adjustment proceed, Heritage Guelph would like to review the plans prior to building permit.”</p> <p style="text-align: right;">Carried</p>	
6.	<p>32 Gordon Street – Building Renovations:</p> <p>Brian McCollugh from Jim Fryett Architects, was present to discuss the different options for the replacement of the windows. The windows are in very poor shape. Brian has researched window companies and has found one that will provide different coloured frames and he agreed to provide exterior mounted mullions.</p> <p>The following motion was made by Gil Stelter and seconded by Owen Chinnery:</p> <p>“THAT the proposed window units “Harmony” manufactured by LaFlamme are acceptable as replacement units for the front façade of 32 Gordon Street provided they appear as seen in the historic photographs of the building:</p> <ul style="list-style-type: none"> • 6/6 on the second floor; • 3/6 on the third floor; 	



	<ul style="list-style-type: none"> • Colour: A tan or ivory to suit the existing limestone – “Anything but stark white”; and that • The new windows provide, at a minimum, an exterior muntin bar grille – preferably in the same material as the frame – to provide the pattern, proportion and shadow-cast of the existing wood windows. <p>AND THAT the committee suggests that the windows in the rest of the project match the front units as closely as possible, in colour and detail.”</p> <p style="text-align: right;">Carried</p> <p>The front façade is the only part of the building that is designated.</p> <p>The following motion was made by Betty-Lou Clark and seconded by Owen Chinnery:</p> <p>“THAT Heritage Guelph supports the application of 32 Gordon Street and is in support of the issuance of a building permit.”</p> <p style="text-align: right;">Carried</p>	
7.	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update:</p> <p>66 Maple Street – .The Committee of Adjustment approved the plan with conditions, Heritage Guelph’s request for design review was attached.</p>	
8.	<p>Date of next meeting: Monday March 14th at noon at City Hall.</p> <p>The meeting ended at 2:15 pm.</p>	

Items from Previous Minutes:

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	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee’s website development

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COMMITTEE ROOM C (Basement) CITY HALL

A G E N D A

1. **Approval of Agenda**
 2. **Declarations of pecuniary interest**
 3. **Approval of Minutes from the February 14, 2005 meeting.**
 4. **Matters arising from the February 14, 2005 Minutes.**
 5. **Business Items:**
 - a) **1141 Paisley Road @ Elmira Rd:** Armel Corp. – Council Report & Designation Report
 - b) **463 Speedvale West** – Demolition application – feedback from site visit of February 24th.
 - c) **138 Wyndham North** – Dominion Public Building -- designation recommendation on March 7th Council Agenda
 - d) **2005 HG Budget** – Update as to the status and scope of the approved budget.
 - e) **Committee of Adjustment Items (March 8th Meeting):**
 - 490 Woolwich – change of legal non-conforming use
 - 35 Ontario – side yard variance
 - 47 Glasgow Street South – variance for parking location
 - 41 Durham Street – variances for accessory building
 - 129 Elizabeth – demolition and severance (revised)
-
6. 1:00 **32 Gordon Street – Building Renovations**

Meeting with architect – review of Building Permit application for this designated property – discussion of window details
-
7. **Information Items:**
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
 - o 66 Maple – HG design review condition attached to decision
 7. **Date of next meeting: Monday March 14th at Noon – City Hall.**
 8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



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 Date: March 14th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Betty-Lou Clark; Cecelia Paine; Kevin O'Donnell; Susan Ratcliffe; Lesley Hayward; Joel Barlett; Paul Ross; Gil Stelter; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Pat Nicholls; Owen Chinnery.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p style="padding-left: 40px;">Addition to 5f) update from Communications Committee - workload 7) GE Water presentation Business Arising – Civic Admin update Next Meeting – March 29th, 2005 – CCRC.</p> <p>The following motion was made by Paul Ross and seconded by Lesley Hayward:</p> <p>“That the Heritage Guelph agenda for March 14th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the February 28th, 2005 Meeting:</u></p> <p>Page 5 of 6 – 129 Elizabeth Street motion – change “savage” to “salvage”.</p> <p>The following motion was made by Paul Ross and seconded by Betty-Lou Clark:</p> <p>“That Heritage Guelph approves the minutes as amended for Feb 28th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	



4.	<p><u>Matters Arising:</u> (Action Items from February 28th, 2005 meeting)</p> <p>Civic Administration Centre</p> <p>As directed by Council, the design committee has looked at multi-use functions for the project. The POA Court House may appear to be a good fit for the existing City Hall building. The library programme appears to be too large an additional use for the site. Other uses are being raised through a series of workshops being held by the CAO to try and get a sense of what agencies need what future space. This may provide interim tenants for expansion space built into the City Hall side of the project at the beginning. The committee will be bringing a recommendation to Council soon on moving forward with the architect in order to examine the project at the level of detail required.</p> <p>There is still a concern, following the recent newspaper articles, that the Winter Fair Wall is under threat.</p> <p>The following motion was made by Cathy Downer and seconded by Lesley Hayward:</p> <p>“THAT the Chair of Heritage Guelph draft a letter, to be submitted to Council when the design committee report is available, confirming to Council the value of the Winter Fair Wall and its contribution to the project.”</p> <p style="text-align: right;">Carried</p>	LP
5.	<p><u>Business Items:</u></p> <p>b) 138 Wyndham Street North – Post Office:</p> <p>Legal issues arose regarding pursuing the designation of the site without consent from Canada Post. The recommendation to Council has been deferred by Senior Management until clarification could be made. Canada Post reiterated that it would not allow designation under its ownership – but had no problem with the process being started while they still owned it. This did not give Legal much assurance and they advised that Council may not be comfortable with this approach.</p> <p>The following motion was made by Paul Ross and seconded by Cecelia Paine:</p> <p>“THAT Heritage Guelph recommends an ‘Greensheets’ report be provided to Council outlining the steps Heritage Guelph has taken with the sale of the</p>	IP



	<p>property and the plan to wait until the new owner is identified before proceeding with the designation recommendation to Council.”</p> <p style="text-align: right;">Carried</p> <p>c) Community Heritage Ontario (CHO) Update:</p> <p>Paul has approached Liz Sandals, MPP regarding the ongoing delay in passing Bill 60. PR feels that the efforts by advocates to make the government aware of the need for the legislation is having an effect.</p> <p>The following motion was made by Paul Ross and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph write a letter to Ms. Sandals with a copy to Guelph City Council expressing the committee’s support in seeing Bill 60 passed.”</p> <p style="text-align: right;">Carried</p> <p>Cultural Heritage is being better defined and recognized under the 2005 Provincial Policy Statement. Paul distributed the excerpts on Cultural Heritage to the committee.</p> <p>The approaching implementation of Bill 124 – the new Building Code Act – will have substantial impacts on the work of the committee. Starting July 1st, there will now be time requirements for the issuance of permits, including demolition permits. CHO and the Ministry of Culture are evaluating how cultural issues can be addressed within the new frameworks and will be advising MHCs.</p> <p>In addition, IP stated that the new Act will prevent the installation of conditions on the issuance of the building permit – staff are now evaluating how to address this long-standing practice. (For example in Committee of Adjustment decisions).</p> <p>CHO News – There is an article regarding a Heritage District in Collingwood and due to public interest, it has been enlarged.</p> <p>The following motion was made by Lesley Hayward and seconded by Cecelia Paine:</p> <p>“THAT Heritage Guelph thanks Paul Ross for his update from the CHO Board meeting.”</p> <p style="text-align: right;">Carried</p>	<p style="text-align: center;">LP</p> <p style="text-align: center;">All</p>
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d) Committee of Adjustment Items (March 22nd Meeting):

161 Waterloo – change of legal non-conforming use:

The following motion was made by Norm Harrison and seconded by Kevin O'Donnell:

“THAT Heritage Guelph notifies the Committee that the property at 161 Waterloo Ave is identified in the City’s Inventory of Heritage Structures. Heritage Guelph also notifies the Committee that the adjacent building at 151 Waterloo Ave, Torrance School is a building that is designated under the Ontario Heritage Act.

Heritage Guelph supports the re-use of this building and supports application A-30/05.”

Carried

81 Edinburgh Street N/4 Southhampton:

The following motion was made by Cathy Downer and seconded by Betty-Lou Clark:

“THAT Heritage Guelph notifies the Committee that the property at 81 Edinburgh Street N is identified in the Inventory of Heritage Structures and the property at 4 Southhampton is on the Couling Inventory.

Heritage Guelph has no comment on the applications B-10/05 and A-31/05.”

Carried

145 Kingsmill Avenue:

The following motion was made by Paul Ross and seconded by Cathy Downer:

“THAT Heritage Guelph notifies the Committee that the property at 145 Kingsmill Avenue is identified in the Couling Inventory.

Heritage Guelph supports the proposed variances in the parking regulations as set out in A-26/05 as the proposed design is sensitive to the existing



structure.”

Carried

23 Barton Street:

The following motion was made by Betty-Lou Clark and seconded by Norm Harrison:

“THAT Heritage Guelph notifies the Committee that the property at 23 Barton Street is one of the older homes in the neighbourhood.

Heritage Guelph does not support application B-39/05, A122/05 and A-123/05 as it has concerns that this application would set a precedent for the neighbourhood, which is predominantly post-war bungalows on larger lots.”

Carried

58 Alma Street North:

The following motion was made by Paul Ross and seconded by Cecelia Paine:

“THAT Heritage Guelph notifies the Committee that the property at 58 Alma Street N is identified in the City’s Inventory of Heritage Structures.

Heritage Guelph would like to request deferral of this item in order for the applicant to consult with the committee and so that the committee can review the site.

Should the Committee of Adjustment decide to grant the variance, Heritage Guelph requests the following conditions be placed on application B-12/05 and A-27/05 and A-28/05:

THAT the applicant consult with Heritage Guelph about the design prior to issuance of Building Permit;

THAT the successful move of the house be a condition for the severance application B-12/05.”

Carried



	<p>47 Glasgow Street :</p> <p>The following motion was made by Cathy Downer and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph supports the proposed additions as shown in the Orchard Studio drawings dated February 2005, for the house at 47 Glasgow Street South and notifies the Building Department that the committee has reviewed the design.”</p> <p style="text-align: right;">Carried</p> <p>129 Elizabeth Street: C of A Follow-up</p> <p>Planning will be meeting with the applicant to discuss the proposed designs. This application will come back to the committee upon resubmission by the applicant.</p>	IP
6.	<p>1141 Paisley Road:</p> <p>Joe Wolfond, from Armel, was present to discuss the potential demolition of the house located at 1141 Paisley Road. Armel is proposing to lower the drumlin in light of the proposed reshaping of Paisley Road. As the house sits on the drumlin, Armel feels that the slope from the house will be left high and dry. Armel is willing to give the house away as they don't want the house to stay where it is. Heritage Guelph is interested in designating the house and potentially incorporating it in the Service Commercial zone for any future developments. Joe will notify IP as a possible time when the Committee can have a site visit.</p> <p>(no motion was made at this time)</p> <p>463 Speedvale Ave West:</p> <p>Representatives from GE were present to discuss the stone farmhouse and outbuildings located on their property at 463 Speedvale W. They feel this building is a risk to the public. They consider the demolition an investment in site safety. There is some contamination on the site due to historic adjacent land uses – IP has confirmed this the City engineers – the adjacent water tower lands are also affected. GE has neither plans to sell the property nor use the property in the foreseeable future.</p>	



	<p>Gil has uncovered the Tweedsmuir article on the property. The original owner was David Kennedy – a local pioneer legend. The house was built by subsequent owners. Several well known personages lived there over the years. The house is worthy of designation.</p> <p>The committee discussed the options available. The absence of a use leaves very little room to maneuver. The Committee would like the owners to consider investing the money in mothballing the structure instead of demolition.</p> <p>The following motion was made by Paul Ross and seconded by Susan Ratcliffe:</p> <p>“THAT Heritage Guelph does not support demolition of 463 Speedvale Ave West and will start collecting information to formulate a designation recommendation to Council.</p> <p>AND THAT Heritage Guelph ask the owner to consider “mothballing” the heritage house with long-term measures including roofing, concrete block infill at the windows, a steel access door and proper interior ventilation. This approach would provide the potential for restoration in future when the environmental issues are abated.”</p>	<p>GS</p> <p>LP/IP</p>
7.	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update: (deferred due to time)</p>	
8.	<p>Date of next meeting: Monday March 29th at noon at City Hall.</p> <p>The meeting ended at 2:15 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee’s website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday March 14, 2005
COMMITTEE ROOM C (Basement) CITY HALL

A G E N D A

1. Approval of Agenda
 2. Declarations of pecuniary interest
 3. Approval of Minutes from the February 28, 2005 meeting.
 4. Matters arising from the February 28, 2005 Minutes.
 5. Business Items:
 - a) **463 Speedvale West** – Update on heritage research and site conditions.
 - b) **138 Wyndham North** – Update
 - c) **CHO Update** – Paul Ross to provide update on recent CHO Board meeting and issues.
 - d) **Committee of Adjustment Items (March 22nd Meeting):**
161 Waterloo – change of legal non-conforming use
81 Edinburgh N / 4 Southhampton – lot addition
23 Barton Street – severance & variances
58 Alma Street N – severance & variances
 - e) **Follow-up on CofA from March 8th:**
129 Elizabeth Street
47 Glasgow Street South – review of proposal
 - f) **2005 HG Budget / Workplan** – strategy session on budget and workload for 2005.
-
6. 1:00 **1141 Paisley Road**

Meeting with developer, Joe Wolfond, regarding the demolition application.
-
7. **Information Items:**
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
 7. **Date of next meeting: Monday March 28th at Noon – City Hall.**
 8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: March 29th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Susan Ratcliffe; Joel Barlett; Owen Chinnery; Paul Ross; Gil Stelter; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Pat Nicholls; Betty-Lou Clark; Kevin O'Donnell; Lesley Hayward; Cecelia Paine.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p style="text-align: center;">Addition to 5a) Communication Sub-Committee Report Move workplan to 5b 6b) Chalmers Church Add Convent under Matters Arising.</p> <p>The following motion was made by Gil Stelter and seconded by Paul Ross:</p> <p>“That the Heritage Guelph agenda for March 29th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the March 14th, 2005 Meeting:</u></p> <p>The following motion was made by Paul Ross and seconded by Norm Harrison:</p> <p>“That Heritage Guelph approves the minutes as printed for March 14th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	



4.	<p>Matters Arising: (Action Items from February 28th, 2005 meeting)</p> <p>Civic Administration Centre</p> <p>A report to Council is expected for April 4th. Ian will circulate the notice to members.</p>	IP
5.	<p>Business Items:</p> <p>a) Communication Sub-Committee Update (Owen):</p> <p>April 23rd is the anticipated date for the web launch. A publisher is needed for the future “Architectural History of Guelph” book.</p> <p>The following motion was made by Cathy Downer and seconded by Owen Chinnery:</p> <p>“THAT Heritage Guelph’s Communication Sub-Committee will initiate the process of examination and development of a coffee table book “Architectural History of Guelph” with the local publishers”</p> <p style="text-align: right;">Carried</p> <p>The Communications Subcommittee is also trying to restore the award with respect to the Guelph Arts Council.</p> <p>The following motion was made by Owen Chinnery and seconded by Paul Ross.</p> <p>“THAT Heritage Guelph investigate resurrecting the Heritage Award programme, consult with Guelph Arts Council about how this was run, and to have the Communications Sub-Committee make recommendations on a new process.”</p> <p style="text-align: right;">Carried</p>	<p>Communications</p> <p>Communications</p>
	<p>b) WORKSHOP</p> <p>The Committee would like to clarify Ian’s full or part time status to Heritage Guelph and make the request for a full time next year.</p> <p>General agreement that the subcommittee structure is working although it’s not always carried through. There should be more sub-committee meetings so more of</p>	



	<p>Paul will submit a request for financial support to attend a CHO conference in Windsor and a seminar in Toronto about churches.</p> <p>(Owen left at 1:30pm)</p> <p>Ian will reschedule a workshop with the Ministry on heritage districts.</p> <p>Heritage Guelph to request to meet with DAG to discuss a heritage issues downtown.</p> <p>Heritage Guelph will request two summer students next year. (?)</p>	<p>Paul</p> <p>Ian</p>
<p>6.</p>	<p>Committee of Adjustment:</p> <p>York Road/Richardson:</p> <p>The following motion was made by Cathy Downer and seconded by Joel Bartlett:</p> <p>“THAT Heritage Guelph notifies the Committee that the property at 1 Richardson Street is identified in the City’s Inventory of Heritage Structures. Heritage Guelph also notifies the Committee that the properties along York Road and Wyndham Street South are older, character defining buildings in this neighbourhood.</p> <p>Heritage Guelph supports the proposed severances as they create lots and development that appear compatible with the neighbourhood and request that the site plan be reviewed by Heritage Guelph.”</p> <p style="text-align: right;">Carried</p> <p>129 Elizabeth Street:</p> <p>The following motion was made by Cathy Downer and seconded by Gil Stelter:</p> <p>“THAT Heritage Guelph notifies the Committee that the property at 129 Elizabeth Street is identified in the Couling Inventory.</p> <p>Heritage Guelph requests the following conditions be placed on application B-</p>	



	<p>1/05 and A-9,10/05 should the Committee decide to allow the variance:</p> <p>THAT the applicant consult with Heritage Guelph about the design prior to issuance of Building Permit.”</p> <p style="text-align: right;">Carried</p> <p>58 Alma Street:</p> <p>The following motion was made by Cathy Downer and seconded by Gil Stelter:</p> <p>“THAT Heritage Guelph supports Planning and Building Services in the appeal of the March 22, 2005 Committee of Adjustment decision for 58 Alma Street North.</p> <p>Since the CofA changed the proposal during the meeting, Heritage Guelph would like to comment on the demolition of the house in lieu of the proposed move.”</p> <p style="text-align: right;">Carried</p>	
7.	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update:</p> <p style="padding-left: 40px;">(deferred due to time)</p>	
8.	<p>Date of next meeting: Monday April 11th at noon at City Hall.</p> <p>The meeting ended at 2:00 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee’s website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon **TUESDAY** March 29, 2005
COMMITTEE ROOM C (Basement) CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the March 14, 2005 meeting.
4. Matters arising from the March 14, 2005 Minutes.
5. Business Items:

12:00 -1:00

- a) **WORKSHOP**– Budget and Work Plan review

-
- b) **Committee of Adjustment Items (April 12th Meeting):**

York Road / Richardson – severances & lot additions
129 Elizabeth Street – severance & variances for new lots

6. **Information Items:**
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.

CofA Decisions:

161 Waterloo – change of legal non-conforming use
81 Edinburgh N / 4 Southhampton – lot addition
23 Barton Street – severance & variances
58 Alma Street N – severance & variances
7. **Date of next meeting: Monday April 11, 2005 at Noon – City Hall.**
8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: April 11, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Cathy Downer - City Council Representative; Susan Ratcliffe; Joel Barlett; Paul Ross; Gil Stelter; Kevin O’Donnell; Betty-Lou Clark; Pat Nicholls; Cecelia Paine; Norm Harrison; Craig Manley, Manager of Policy Planning; Cheryl Coutts – Recording Secretary.
 Regrets: Ian Panabaker - Heritage Planner; Lesley Hayward; Owen Chinnery.

Item #	Description	Action By:
	Leanne welcomed Craig Manley, Manager of Policy Planning. Ian Panabaker was unable to attend the meeting.	
1.	<p><u>Approval of Agenda:</u></p> <p style="text-align: center;">Addition to 6b) Workshop on Churches - Susan 2226 Oxford Street – forward to Ian.</p> <p>The following motion was made by Betty-Lou Clark and seconded by Gil Stelter:</p> <p>“That the Heritage Guelph agenda for April 11, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the March 29th, 2005 Meeting:</u></p> <p>The following motion was made by Paul Ross and seconded by Cathy Downer:</p> <p>“That Heritage Guelph approves the minutes as printed for March 29th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<u>Matters Arising:</u> (Action Items from March 29th, 2005 meeting)	



	Nothing to report.	
5.	<p><u>Business Items:</u></p> <p>a) Workshop:</p> <p>Paul can't attend the CHO conference, although Susan and Leanne may attend. The conference will be held on April 29th to May 1st. Susan will advise Ian before April 15th to catch the earlier reduced registration fee.</p> <p>Designation Sub-Committee will meet on April 19th at noon. Planning Sub-Committee will meet on April 18th at noon. Cheryl will book the meetings.</p> <p>The following motion was made by Susan Ratcliffe and seconded by Gil Stelter:</p> <p>“THAT Heritage Guelph will defer item 5a Workshop on the agenda dated April 11th, 2005 until April 25th, 2005.”</p> <p style="text-align: right;">Carried</p>	<p>Susan</p> <p>Cheryl</p>
	<p>b) 109 Surrey Street:</p> <p>The following motion was made by Betty-Lou Clark and seconded by Kevin O'Donnell:</p> <p>“THAT Heritage Guelph will send a letter to the owners of 109 Surrey Street, recognizing their work done to improve this dwelling”</p> <p style="text-align: right;">Carried</p> <p>The following motion was made by Gil Stelter and seconded by Norm Harrison:</p> <p>“THAT Heritage Guelph has reviewed the March 2005 signage application for 109 Surrey Street East and has the following comments:</p> <ol style="list-style-type: none"> 1. No comment on the signage design. 2. When anchoring signage to the stone fabric of the designated house, locate fixings at masonry joints only.” <p style="text-align: right;">Carried</p> <p>c) 66 Maple Street – Directions for Applicant:</p>	<p>Ian</p>



The following motion was made by Cathy Downer and seconded by Cecelia Paine:

“THAT Heritage Guelph is responding to the request from the applicants for severance of 66 Maple Street for direction in the committee’s interest in the review of the proposed new building:

- Heritage Guelph’s interest in infill development in the older areas of the City relates to new construction responding appropriately to the established streetscape and built-form patterns in the neighbourhood.
- In the case where the proposed building is not visible from the street, the committee would have little concern about streetscape issues. Indeed, this neighbourhood has a series of ‘hidden gems’ on lots similar to that proposed at 66 Maple.
- Heritage Guelph would be interested in the impact, if any, of the new house on the existing Heritage Inventory dwelling in terms of site lines and roof presence.”

Carried

The applicant will have a tree conservation plan done on the property.

d) 171 Arthur Street North – Demolition Application:

Frank (Swakhammer), a representative of the church, was present to explore options for this dwelling. The church is looking for a demolition permit as they don’t want the liability of keeping the damaged dwelling. The church has a building fund, but have no plans of expanding the church in the near future. The church would explore the possibility of using the house for affordable housing if a service agency would pay for it. Heritage Guelph is concerned with the streetscape if the house were to be demolished.

The following motion was made by Gil Stelter and seconded by Cecelia Paine:

“THAT Heritage Guelph has interest in the property 171 Arthur Street North as the house provides appropriate streetscape, and also the need to keep the present housing stock.

AND THAT Heritage Guelph would encourage the owners in pursuing options for using the house as an affordable housing project in partnership with local committees:

AND THAT City staff facilitate setting up a meeting with the church and



	<p>affordable housing service group.</p> <p style="text-align: right;">Carried</p> <p>e) 58 Alma Street North – C of A Application:</p> <p>Bruce Donaldson was present to discuss heritage retention options for this house. Although there was direction from the Committee of Adjustment to demolish the house, Mr. Donaldson is still exploring options about moving the house. Donaldson indicated he was prepared to will revisit the Committee of Adjustment asking for modifications to the decision, if the building can be moved.</p> <p>The following motion was made by Cathy Downer and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph will defer comment to April 25th of the proposed demolition of 58 Alma Street North until the owner returns with potential options of moving the dwelling.”</p> <p style="text-align: right;">Carried</p> <p>Ian will contact Bruce Donaldson.</p>	<p style="text-align: center;">Ian</p>
<p>6.</p>	<p>Committee of Adjustment:</p> <p>There are no items because a meeting is not planned for April 26th.</p>	
<p>7.</p>	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update:</p> <p>Loretto Convent:</p> <p>A special meeting of Council is planned for May 3rd. Leanne and Paul will be delegates at the May 3rd meeting.</p> <p>The following motion was made by Paul Ross and seconded by Gil Stelter:</p> <p>THAT Heritage Guelph supports the recommendations of the Loretto Convent Task Force Report;</p> <p>AND THAT Heritage Guelph support the concept of creating a Heritage Conservation District in the Downtown and on “Catholic Hill” under the Heritage Act;</p> <p>AND THAT Heritage Guelph recommends that work begin immediately on</p>	



	<p>the designation of Catholic Hill only at this time;</p> <p>AND THAT Council Report 04-078 be referred back to Heritage Guelph for revision in light of the Task Force recommendations.</p> <p style="text-align: right;">Carried</p> <p>Post Office Update:</p> <p>The County is buying the Post Office building. The closing date is not set yet. The committee would like the iron fence added to the list of items to be designated.</p> <p>The following motion was made by Susan Ratcliffe and seconded by Pat Nicholls:</p> <p>“THAT Heritage Guelph forward the designation information of the Post Office building to Council for their information.”</p> <p style="text-align: right;">Carried</p> <p>Ian will speak with the County advising them of the Committee’s desire to designate the building.</p> <p>Workshop on Churches:</p> <p>Susan attended a workshop on Churches and gave an overview to the Committee. Susan will forward hardcopies of the overview to anyone interested.</p> <p>Open House:</p> <p>109 Surrey Street will be open for members on April 22nd.</p>	<p style="text-align: center;">Ian</p> <p style="text-align: center;">Susan</p>
8.	<p>Date of next meeting: Monday April 25th at noon at City Hall.</p> <p>The meeting ended at 2:00 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee’s website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday April 11, 2005
COMMITTEE ROOM C (Basement) CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the March 29, 2005 meeting.
4. Matters arising from the March 29, 2005 Minutes.
5. Business Items:
 - a) **WORKSHOP**– Budget and Work Plan review – Part II
 - b) **109 Surrey Street E – Signage Application Review** 2 signs proposed for the building
 - c) **66 Maple – Directions for Applicant** Applicant seeking preliminary input into what HG would be looking for in a new house design on the proposed lot

 - d) 1:00 PM
171 Arthur Street North – Demolition Application Applicant in to discuss issues surrounding this church-owned vacant property.

 - e) 1:30 PM
58 Alma Street North – CofA Application Applicant in to discuss issues surrounding heritage value and feasibility of moving the house

6. Information Items:
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.

CofA -- No Issues – no April 26th meeting is planned
Loretto Convent – possible date for special Council meeting
Post Office – update to County purchase & designation recommendation
7. Date of next meeting: Monday April 25, 2005 at Noon – City Hall.
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: April 25, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Cathy Downer - City Council Representative; Susan Ratcliffe; Joel Barlett; Paul Ross; Gil Stelter; Kevin O'Donnell; Betty-Lou Clark; Lesley Hayward; Owen Chinnery; Pat Nicholls; Cecelia Paine; Norm Harrison; Craig Manley, Manager of Policy Planning; Cheryl Coutts – Recording Secretary.
 Regrets: Ian Panabaker - Heritage Planner.

Item #	Description	Action By:
	Leanne welcomed Craig Manley, Manager of Policy Planning. Ian Panabaker was unable to attend the meeting.	
1.	<p><u>Approval of Agenda:</u></p> <p style="text-align: center;">Addition to 6b) Doors Open Stats - Owen</p> <p>The following motion was made by Owen Chinnery and seconded by Lesley Hayward:</p> <p>“That the Heritage Guelph agenda for April 25, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the April 11th, 2005 Meeting:</u></p> <p>The following motion was made by Pat Nicholls and seconded by Joel Bartlett:</p> <p>“That Heritage Guelph approves the minutes as printed for April 11th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	



4.	<p>Matters Arising: (Action Items from April 11, 2005 meeting)</p> <p>Nothing to report.</p>	
5.	<p>Business Items:</p> <p>a) Sub-Committee reports:</p> <p>Designation Sub-Committee:</p> <ul style="list-style-type: none"> • The Sub-Committee has suggested switching Heritage Conservation District priorities to identify downtown district in the area of Upper Wyndham/Douglas has the highest priority • Brooklyn and Catholic Hill would not be completed until 2006 but research would be undertaken in 2005. • Catholic Hill research is almost complete • \$6,500.00 is in the budget for a consultant to research for the downtown district • Chalmers United Church, Mitchell Farm and ORC Lands have been added to the designation research list <p>The following motion was made by Gil Stelter and seconded by Cecelia Paine:</p> <p>“THAT Heritage Guelph consulting funds be used to retain a firm to work with the Committee to prepare terms of reference for the undertaking of a Heritage Conservation District for a portion of downtown associated with Upper Wyndham/Douglas Street and in particular:</p> <ul style="list-style-type: none"> • The suggested boundaries • The scope of the research required • The process to be followed including public consultation • The budget required for the initiative” <p style="text-align: right;">Carried</p> <p>Planning Sub-Committee:</p> <ul style="list-style-type: none"> • Ian will ask to speak at one of the D.A.G. meetings to bring awareness of the Heritage Guelph initiatives. <p>Communications Sub-Committee:</p> <p>Owen will update the Committee of the Whole at a later date. The website is almost complete and then will be added to the City’s website.</p>	<p>Ian</p>



	<p>b) Bill 60:</p> <p>Paul King is coming to our next meeting to speak. There will be an announcement at Friday's meeting. Bill 60 is an amendment to the current Act. Further, that the Ministry be invited to hold a workshop in Guelph on the implications of Bill 60 for interested parties.</p> <p>c) Loretto Convent:</p> <p>There will be a special Council meeting on May 10th at 7pm. Cathy will advise members when the TVOntario show, that features the Convent, airs. The Tribune won an award for their coverage on the Convent. Ian will write a letter to the Tribune congratulating them on the Convent coverage.</p> <p>d) 463 Speedvale Ave:</p> <p>The Planning Division will place an advertisement in the paper regarding the sale of 463 Speedvale Ave for \$1.00.</p> <p>The following motion was made by Gil Stelter and seconded by Betty-Lou Clark:</p> <p>“THAT while Heritage Guelph understands the position of GE Water Tech, in their letter of April 2005, Heritage Guelph write to request consideration from GE to allow the advertisement of the building for sale for \$1, the building to be moved off-site at the purchaser's expense. Heritage Guelph would request a month, from the time of publication, to enable responses to be formulated and evaluated.</p> <p>GE Water Tech would be required to place advertising in appropriate journals about the sale.”</p> <p style="text-align: right;">Carried</p> <p>e) Committee of Adjustment Items (April 12th Meeting):</p> <p>58 Alma Street:</p> <p>The following motion was made by Cathy Downer and seconded by Gil Stelter:</p> <p>“THAT Heritage Guelph notifies the Committee of Adjustment that the property at 58 Alma Street North is on the Inventory of Heritage Structures.</p> <p>The applicant has provided access to the property for the heritage committee to review the structures and has discussed the plans with the committee at its</p>	<p>Cathy</p> <p>Ian</p> <p>Ian</p>
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	<p>April 11, 2005 meeting.</p> <p>Heritage Guelph has the following comments on the application:</p> <p>That Heritage Guelph does not support the removal of the existing dwelling until the applicant reports back to Heritage Guelph on the feasibility of the removal of the dwelling.”</p> <p style="text-align: right;">Carried</p>	
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<p>6.</p>	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update:</p> <p>Summer Meetings:</p> <p>Members are to check their summer schedule and the Committee will discuss the summer meetings on May 9th.</p> <p>Doors Open Guelph Update:</p> <p>Attendance was down this year due to the weather although the day was still a great success.</p>	
<p>7.</p>	<p>Date of next meeting: Monday May 9th at noon at City Hall.</p> <p>The meeting ended at 1:45 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee’s website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday April 25, 2005
COMMITTEE ROOM C (Basement) CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the April 11, 2005 meeting.
4. Matters arising from the April 11, 2005 Minutes.
5. Business Items:

12:00 -1:00

- a) **WORKSHOP**– Budget and Work Plan review

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- b) **Bill 60** – New Ontario Heritage Act
 - c) **Loretto Convent** – Special Council Meeting May 10th
 - d) **463 Speedvale** – Response from GE
 - e) **Committee of Adjustment Items (April 12th Meeting):**
58 Alma Street – final discussion

6. Information Items:
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
7. Date of next meeting: Monday May 9, 2005 at Noon – City Hall.
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: May 9, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Susan Ratcliffe; Joel Barlett; Paul Ross; Gil Stelter; Betty-Lou Clark; Lesley Hayward; Owen Chinnery; Cecelia Paine; Norm Harrison; Robin de Bled; - Heritage Summer Student; Cheryl Coutts – Recording Secretary. Paul King – Ministry of Culture.
 Regrets: Kevin O'Donnell; Pat Nicholls.

Item #	Description	Action By:
	Robin was welcomed as the Heritage Summer Student.	
1.	<p><u>Approval of Agenda:</u></p> <p style="padding-left: 40px;">Addition to 5d) Tolten-Adams Farm 5e) Summer Meeting Dates 5f) Heritage Guelph Representation at Ministry workshops</p> <p>The following motion was made by Lesley Hayward and seconded by Cecelia Paine: “That the Heritage Guelph agenda for May 9th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the April 25th, 2005 Meeting:</u></p> <p>Page 3 of 4 – Bill 60 – add that we will make approaches to other local municipalities and plan a workshop.</p> <p>The following motion was made by Paul Ross and seconded by Betty-Lou Clark: “That Heritage Guelph approves the minutes as amended for April 25th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	



<p>4.</p>	<p><u>Matters Arising:</u> (Action Items from April 25th, 2005 meeting)</p> <p>Ian will follow up with item 5a and set up a meeting with D.A.G.</p> <p>The Communications sub-committee will present the web updates to the Committee of the Whole at the next meeting.</p> <p>Ian will follow up with item 5d – placing an advertisement in selected journals for the sale of 463 Speedvale Ave for \$1.00.</p> <p>Civic Administration Centre – there was concern expressed about Guelph’s reputation in the architect’s community. Counc. Downer confirmed that there is an new RFP going out for proposals from architectural teams, based on the changed programme. Counc. Downer reiterated that the Design Committee is still actively involved and that the new proposals are being sought under the same vision as was generated previously.</p>	<p>IP</p>
<p>5.</p>	<p><u>Business Items:</u></p> <p>a) 22-26 Oxford Street – Building Permit Application:</p> <p>The following motion was made by Lesley Hayward and seconded by Betty-Lou Clark.</p> <p>“THAT while the permit drawings indicate no alterations are proposed to the designated features of the house, Heritage Guelph asks the owners of 22-26 Oxford Street work to retain as much interior character defining features during the renovations as possible, and to work with staff and their designers on pursuing Part 11 alternatives to the OBC requirements.”</p> <p style="text-align: right;">Carried</p> <p>b) Loretto Convent – Special Council Meeting May 10th</p> <p>Paul will present to Council as Heritage Guelph’s representative. CHO is researching the different options available for incentives to retain heritage buildings. Ian will write a letter advising that Heritage Guelph would like to know the outcome of their research.</p> <p>The following motion was made by Gil Stelter and seconded by Cecelia Paine:</p>	<p>IP</p>



	<p>“THAT Heritage Guelph supports the recommendations in staff report “05-52 The Future of the Loretto Convent” as proposed.”</p> <p style="text-align: right;">Carried</p> <p>c) Consent Agenda:</p> <p>The following motion was made by Paul Ross and seconded by Susan Ratcliffe:</p> <p>“THAT Heritage Guelph approve the “Committee of Adjustment Items: Consent Agenda” dated May 9th, 2005.</p> <p style="text-align: right;">Carried</p> <p>d) Tolten-Adams Farm, 340 Clair Road E:</p> <p>The farmhouse burned down on Sunday night. IP and Leanne will visit the site to see the damage this afternoon. The committee recognized the work Reid’s had done to incorporate this house into the pending subdivision, and regrets the loss.</p> <p>The following motion was made by Paul Ross and seconded by Cecelia Paine:</p> <p>“THAT Heritage Guelph to ask Reid’s Heritage to secure the property and investigate the possibility of the structure staying as-is. If the structure is demolished, Heritage Guelph would ask that Reid’s salvage the stone and reuse it on site and also confirm that the street will be named after the historic owner.”</p> <p style="text-align: right;">Carried</p>	
6.	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update:</p> <p>Summer Meetings:</p> <p>The following motion was made by Lesley Hayward and seconded by Paul Ross:</p> <p>THAT Heritage Guelph’s 2005 summer meeting schedule would include June 27th, July 25th, August 22nd and September 12th.”</p> <p style="text-align: right;">Carried</p>	



	<p>OHA Consultations on Bill 60</p> <p>Paul Ross plans to attend the London conference as both Heritage Guelph and CHO representative. Leanne, Lesley and IP plan to attend the Toronto session. Additional information is provided for review upon registration to the sessions.</p> <p>CofA -- 58 Alma Street::</p> <p>The owner confirmed feasibility of moving the house so the revised application included for the two storey section of the house to be relocated to one of the severed parcels. Staff strongly supported the application at the Committee. IP requested that building plans be forwarded to Heritage Guelph for review.</p>	
7.	<p>Date of next meeting: Tuesday May 24th at noon in Council Chambers.</p> <p>The meeting ended at 2:30 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee's website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday May 9, 2005
COMMITTEE ROOM C (Basement) CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the April 25, 2005 meeting.
4. Matters arising from the April 25, 2005 Minutes.
5. Business Items:
 - a) **22-26 Oxford Street – Building Permit Application:**
Plans received for the interior renovation of the house.
 - b) **Loretto Convent – Special Council Meeting May 10th**
 - c) **Committee of Adjustment Items (May 24th Meeting):**
As recommended in the Consent Agenda.

1:00 -2:00

 - d) **DISTRICTS & OHA WORKSHOP**– Paul King, Ministry of Culture

6. Information Items:
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
58 Alma Street – update on CofA application for May 10th
7. Date of next meeting: **TUESDAY May 24, 2005 at Noon – City Hall.**
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: May 24, 2005
 Time: 12 noon
 Location: Council Chambers
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Susan Ratcliffe; Joel Barlett; Paul Ross; Lesley Hayward; Owen Chinnery; Cecelia Paine; Robin de Bled; - Heritage Summer Student; Cheryl Coutts – Recording Secretary.
 Regrets: Kevin O'Donnell; Pat Nicholls; Gil Stelter; Betty-Lou Clark; Norm Harrison.

Item #	Description	Action By:
	<i>Seeing as the last few meetings have gone overtime, Leanne reviewed the protocols for addressing questions and staying on topic to try and keep the meetings to a maximum of two hours.</i>	
1.	<p><u>Approval of Agenda:</u></p> <p>Addition to Business Items: 5e) OR Property</p> <p>The following motion was made by Susan Ratcliffe and seconded by Lesley Hayward: “That the Heritage Guelph agenda for May 24th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the May 9th, 2005 Meeting:</u></p> <p>The following motion was made by Paul Ross and seconded by Owen Chinnery: “That Heritage Guelph approves the minutes as printed for May 9th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from May 9th, 2005 meeting)</p> <p>Ian and Leanne are investigating the possibility of applying for a Trillium Grant for</p>	



	<p>the communications subcommittee initiatives.</p> <p>The following motion was made by Lesley Hayward and seconded by Owen Chinnery:</p> <p>“THAT Heritage Guelph investigate moving forward with a Trillium Grant application with respect to the marketing and creation of an updated Designation Book with associated information.”</p> <p style="text-align: right;">Carried</p> <p>Ian will ask Sally Wismer about her experiences of the Trillum Grant process.</p>	<p style="text-align: center;">IP</p>
<p>5.</p>	<p><u>Business Items:</u></p> <p>a) Heritage Guelph Website – Communications Committee to present the site:</p> <p>Leanne presented to the Committee an overview of the website. Thanks to the Communications Subcommittee for the great work that has gone into the creation of this site. Some additions suggested by members were as follows:</p> <ul style="list-style-type: none"> • Link to CHO • Make reference to Couling Inventory • Links to Museums • Links to help people research family history <p>Leanne and Ian will meet with Kim Lawrence to ensure that the pages fit with the City of Guelph standards, and operational questions of maintenance etc.</p> <p>b) Loretto Convent – Special Council Meeting May 10th Follow-up:</p> <p>There were four recommendations in front of Council. Recommendations one and two, related to the designation process and museum option for the Convent were carried. Recommendation for three and four, related to the review of a downtown conservation district and possible financial support models were not carried.</p> <p>Thanks to Paul for a superb job of his presentation to Council.</p> <p>Further to the discussion about the downtown district, Ian will bring a map of listed/designated buildings in the downtown core for HG’s information.</p>	<p style="text-align: center;">IP/LP</p> <p style="text-align: center;">IP</p>



There was discussion about how to engage Council in a positive discussion about the Heritage Act. Some suggestions were to invite Councillors to special meetings/events Heritage Guelph has, that Heritage Guelph present to the Downtown Advisory Group or invite Councillors to future planned workshops.

IP has sent an Information Report to Council about the changes to the Act accompanied with updated flowcharts. IP to forward a copy to HG members as well.

Regarding the designation report, IP will ask Gil to bring the research done to date on the Hill to update the committee and plan for the report.

Cecelia shared a concept site plan with residential units on some of the surrounding street frontages created by one of her students, this had been informally forwarded to the Task Force and Diocese for their information. Leanne will write a letter of thanks to Cecelia's student.

Leanne will also write a letter of thanks to Dr. Summerlee and the Task Force members for their work.

c) Bill 60 Consultations – Reports from London and Toronto Sessions

There were brief reports from members who had attended the work sessions. The two main topics were the developing regulations for designation criteria and the possible guidelines or regulations that should be introduced for the handling of demolition requests.

Ian has sent members the Ministry package on Bill 60 and if you have any comments, please send them to Ian before the June 13th Heritage Guelph meeting. The commenting period for the discussion papers ends June 15th.

d) CofA -- Consent Agenda:

The following motion was made by Lesley Hayward and seconded by Owen Chinnery:

“THAT Heritage Guelph notifies the Committee of Adjustment that the property at 60 Omar Street is on the Couling Inventory.

AND THAT Heritage Guelph has no comment on the proposed variance



A-58/05 but requests the following condition be attached should the Committee approve the application:

THAT the applicant consult with Heritage Guelph on the design of the addition prior to issuance of building permit.”

AND

“THAT Heritage Guelph notifies the Committee of Adjustment that the property at 46 Yorkshire Street N is on the City’s Inventory of Heritage Structures, and wanted to share with the owner the 1974 inventory photograph of the property which shows the original porch configuration;

AND THAT while Heritage Guelph has no comment on the proposed variances of application A-63/05 they request that the following condition be attached to the decision if approved:

THAT the applicant consider a porch design closer to the original configuration and that the owner consult with Heritage Guelph about the design of the porch prior to issuance of building permit.”

Carried

Ian will attach the addresses for future Committee of Adjustment items before the meeting so members can prepare.

e) OR Property:

Questions were asked about the status of the City’s interest in the Correctional lands on York Road. IP outlined that he is aware that the negotiations with ORC are somewhat stalled due to internal policy conflict at the ORC. Therefore the anticipated heritage assessment as part of the due diligence process has not commenced. Meanwhile, Economic Development has been investigating uses on the site in anticipation of the land value negotiations. As well, Planning is partway through a land-use policy review for this entire area, which includes the discussions about what future OP/Zoning uses should be identified for these lands. The heritage aspects of the OR are recognized in the preliminary Planning reports.

The following motion was made by Paul Ross and seconded by Owen Chinnery:

IP



	<p>“THAT Heritage Guelph write a letter to ORC, copied to appropriate City staff, outlining the heritage significance of the OR property and request that Heritage Guelph be kept informed about discussions regarding the future plans for the property.”</p> <p style="text-align: right;">Carried</p> <p>IP will invite Joan to the next Heritage Guelph meeting to give an overview of the land-use study. Peter Cartwright to also be invited.</p>	<p style="text-align: center;">IP</p>
<p>6.</p>	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update:</p> <p>22-26 Oxford Street:</p> <p>While the owners have obtained a permit based on the submitted drawings, they did appreciate HGs comments as to the implications of the drawings. They do intend to conserve much more of the interior finishes than was indicated on the drawings and IP advised that a meeting was to be set up to discuss the options with the Building Dept.</p> <p>Canadian Historic Properties Registration:</p> <p>IP advised that he is now an “administrator” and can upload properties into the Parks Canada Database system (that is – upload to the province who uploads to the Feds...)</p> <p>Tolten-Adams Farm, 340 Clair Road E</p> <p>IP/LP reported that it was agreed on site that the house be demolished due to the level of damage to the masonry due to the fire. Reid’s has agreed to salvage the material and its reuse will come back to Heritage Guelph. IP will put this item on the next agenda for discussion along with how this situation could be addressed in future. IP will bring the property standards by-law clauses regarding securing a vacant building in for review.</p> <p>Further to this, the committee asked that IP talk to the Museum about its concern about the security of the Convent – and if anything can be done there to better secure it for the review period.</p> <p>Paisley Road – Armel Property:</p>	



	IP advised that Armel has asked that the house be advertised for \$1 to gauge interest. An ad will appear in the CityPages in the Tribune over the next few weeks. Inquiries are to go to Armel directly.	
7.	<p>Date of next meeting:</p> <p>Monday June 13th at noon in Council Committee Room C.</p> <p>The meeting ended at 1:58 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee's website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon **TUESDAY May 24, 2005**
COUNCIL CHAMBERS -- CITY HALL

A G E N D A

1. **Approval of Agenda**
2. **Declarations of pecuniary interest**
3. **Approval of Minutes from the May 9, 2005 meeting.**
4. **Matters arising from the May 9, 2005 Minutes.**
5. **Business Items:**
 - a) **Heritage Guelph website – Communications Committee to present the site.**
 - b) **Loretto Convent – Special Council Meeting May 10th Follow-up**
 - c) **Bill 60 Consultations – Reports from London and Toronto Sessions**
 - d) **Committee of Adjustment Items (June 14th Meeting):**
As recommended in the Consent Agenda.
6. **Information Items:**
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.

22-26 Oxford – Update on interior renovations permit
CHPR – IP now has administrative training to access the electronic form for registering local properties to the Parks Canada database
340 Clair Road E – Update to Reid's plans for Tolton-Adams house
7. **Date of next meeting: Monday June 13, 2005 at Noon – City Hall.**
8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: June 13th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Susan Ratcliffe; Joel Barlett; Paul Ross; Lesley Hayward; Cecelia Paine; Betty-Lou Clark; Norm Harrison; Gil Stelter; Robin de Bled; - Heritage Summer Student; Cheryl Coutts – Recording Secretary.
 Regrets: Kevin O'Donnell; Pat Nicholls; Owen Chinnery; Cathy Downer - City Council Representative.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p>The following motion was made by Lesley Hayward and seconded by Gil Stelter:</p> <p>“That the Heritage Guelph agenda for June 13th, 2005 be accepted as printed.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the May 24th, 2005 Meeting:</u></p> <p>The following motion was made by Paul Ross and seconded by Cecelia Paine:</p> <p>“That Heritage Guelph approves the minutes as printed for May 24th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from May 24th, 2005 meeting)</p> <p>none</p>	
5.	<p><u>Business Items:</u></p> <p>a) Catholic Hill – Update on designation research – Gil Stelter:</p> <p>Dr. Stelter presented an overview of the status of his research into the evolution of the buildings on the hill.</p> <p>The following motion was made by Paul Ross and seconded by Lesley Hayward:</p> <p>“THAT Heritage Guelph’s Designation Sub-committee draft a report for Catholic</p>	



	<p>Hill outlining what is to be protected by designation.”</p> <p style="text-align: right;">Carried</p> <p>Ian to arrange a meeting with John O’Brien and Father Noon to discuss the draft recommendations, timing and scope.</p> <p>b) 1 Heffernen – Consultation with owner regarding the proposed additions facing the Speed.</p> <p>Following the recent CofA application that proposed the rebuilding of the back of the house, the Owner came in to the committee to consult on the design.</p> <p>The following motion was made by Gil Stelter and seconded by Susan Ratcliffe:</p> <p>“THAT Heritage Guelph has no comment on the proposed addition to 1 Heffernen Street as shown in plans dated January 19th, 2005.”</p> <p style="text-align: right;">Carried</p> <p>c) ORC Lands Land Use Study – Presentation & discussion with Joan Jylanne:</p> <p>Joan presented a thorough update of the planning process underway which is aiming at developing recommended uses of these lands. All the information is also available by searching “York District” on the City’s web page.</p> <p>Everyone within the boundaries of the study lands have been individually invited to a public meeting to discuss options for the lands. The next public meeting will probably be in the fall.</p> <p>The following motion was made by Cecelia Paine and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph write to ORC to reinforce the message that these lands are of provincial significance and that the sale process should include a heritage assessment at the provincial level.</p> <p>AND THAT Heritage Guelph will identify all Heritage Resources within the “ORC Land Use Study” and add them to the City’s Heritage Inventory.”</p> <p style="text-align: right;">Carried</p> <p>d) Committee of Adjustment Items (June 28th Meeting):</p> <p>The following motion was made by Cecelia Paine and seconded by Joel Bartlett:</p> <p>“THAT Heritage Guelph notifies the Committee of Adjustment that the property at 63 Albert Street is on the Couling Inventory.</p> <p>AND THAT Heritage Guelph has no comment on the proposed variances in</p>	<p style="text-align: center;">IP</p>
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	application A-72/05.”	Carried
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6.	<p>Information Items:</p> <p>Doors Open Guelph:</p> <p>Susan advised the Committee that next years Doors Open may include Wellington County and potentially be over a two day period. Susan asked the Committee for potential locations within the City of Guelph. Please email suggestions to Susan.</p> <p>Dominion Public Building – June 21st meeting with the County:</p> <p>Leanne and Ian will meet with the County on June 21st to discuss the designation recommendation for the former Post Office. IP expects that the recommendation could be made in the very near future.</p> <p>The Manor:</p> <p>Inquiry related to the designation status of the Sleeman House (Silvercreek and Waterloo). The following motion was made by Lesley Hayward and seconded by Betty-Lou Clark:</p> <p>‘THAT Heritage Guelph include the Sleeman House, 501 Wellington Road West, on the designation workplan.</p> <p style="text-align: right;">Carried</p> <p>1141 Paisley Road – Armel Property:</p> <p>The advertisement has generated some interest. Some parties have shown interest in salvaging the materials and others in moving the house. There is nothing final to report.</p> <p>Robin’s update:</p> <p>Robin has created three different write-ups for each of the designated sites without plaques. Plaque Subcommittee to review and recommend.</p> <p>Robin has completed the research for Chalmers Church, Alma Block, Stewart Lumber and the Crawley House. The final documents will be circulated by email for review.</p> <p>Robin has analyzed the Couling Inventory against the Amanda database and determined that there are roughly 2,000 entries to be added. Robin has entered 250 and flagged them as “Couling” for future reference.</p> <p>Boards & Committees Report – Council June 13th</p> <p>The recommendations for the adjustments to the corporate governance and</p>	<p>Members</p> <p>Plaque</p> <p>Designation</p>
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	<p>board/committee structures was tabled by Council on Friday. It recommends that HG report to PET rather than directly to Council.</p> <p>The following motion was made by Lesley Hayward and seconded by Gil Stelter:</p> <p>“THAT Heritage Guelph continue to report directly to Council on matters relating to designations as per the Ontario Heritage Act.”</p> <p style="text-align: right;">Carried</p> <p>60 Cardigan Street</p> <p>IP confirmed that PET approved Plannings recommendation for financial assistance to the 60 Cardigan project of \$775,000. This was modeled on the Mill Lofts agreement.</p> <p>DAG</p> <p>Ian has sent D.A.G. information on the Ontario Heritage Act, incentives policies and other background information to provide material to flesh out their report.</p>	
7.	<p>Date of next meeting:</p> <p>Monday June 27th at noon in Council Committee Room C.</p> <p>The meeting ended at 2:25 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee’s website development

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday June 13, 2005
COMMITTEE ROOM C -- CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the May 24, 2005 meeting.
4. Matters arising from the May 24, 2005 Minutes.
5. Business Items:
 - a) Catholic Hill – Update on designation research – Gil Stelter

12:30

 - b) 1 Heffernen – Consultation with owner regarding the proposed additions facing the Speed.

1:00

 - c) ORC Lands Land Use Study – Presentation & discussion with Joan Jylanne
 - d) Committee of Adjustment Items (June 28th Meeting):

Items as recommended in the Consent Agenda:

63 Albert Street – Couling Inventory – new addition
6. Information Items:
 - a) Heritage Coordinator's Update: Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.

Dominion Public Building – June 21st meeting with the County

Robin's Update:

 - Couling Inventory database project
 - Heritage Plaques – draft texts prepared
 - Designations Status
7. Date of next meeting: Monday June 27, 2005 at Noon – City Hall.
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: June 27th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Susan Ratcliffe; Paul Ross; Lesley Hayward; Cecelia Paine; Betty-Lou Clark; Norm Harrison; Robin de Bled; - Heritage Summer Student; Cheryl Coutts – Recording Secretary.
 Regrets: Kevin O'Donnell; Pat Nicholls; Gil Stelter; Joel Barlett; Owen Chinnery; Cathy Downer - City Council Representative.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p>Add Update to the CIP Old University Area presentation by Joan under 5h Add Heritage Plaques under 5f Add Designation Priority Settings under 5g Add Heritage Brochures under 6b</p> <p>The following motion was made by Betty-Lou Clark and seconded by Paul Ross:</p> <p>“That the Heritage Guelph agenda for June 27th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the June 13th, 2005 Meeting:</u></p> <p>Item 6 – The Manor – change the motion to read:</p> <p>“That in response to an inquiry, Heritage Guelph will consider the Sleeman House, 501 Wellington Street, for heritage designation, and that the property be added to the second tier of the designation entries in the workplan.”</p> <p>The following motion was made by Lesley Hayward and seconded by Norm Harrison:</p> <p>“That Heritage Guelph approves the minutes as amended for June 13th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	



4.	<p>Matters Arising: (Action Items from June 13th, 2005 meeting)</p> <p>Council will discuss the process of how Heritage Guelph will report to Council on June 27th. Paul Ross will be attending the meeting.</p>	
5.	<p>Business Items:</p> <p>a) CHO – update by Paul Ross:</p> <p>CHO is preparing for advising on issues related to the implementation of the amended Heritage Act. There is some speculation that some Councils may be reluctant to implement new designations due to a potential increase of OMB hearings. CHO may be visiting different Heritage groups to get their input on the Strategic Plan. The CHO conference next year will focus on Geo-Regions. The Ministry of Culture and Parks Canada will be speaking at the conference. CHO is sponsoring the Ontario Heritage Tree alliance which promotes trees for designation under the Act.</p> <p>b) Dominion Public Building – draft by-law review.</p> <p>Leanne and Ian met with the County regarding issues relating to the designation of the Dominion Public Building. Ian will distribute the draft by-law information to members and hopefully will be able to take this to Council after the July meeting.</p> <p>c) 463 Speedvale Ave – GE requesting resolution on demolition request:</p> <p>The following motion was made by Cecelia Paine and seconded by Betty-Lou Clark:</p> <p>“THAT with respect to the demolition application for the stone farmhouse and accessory structures at 463 Speedvale Avenue West, where Heritage Guelph does not support the removal of heritage resources where no replacement structure is proposed and Heritage Guelph would have recommended the house for designation under Part IV of the Ontario Heritage Act but for the contamination and condition of the property, the committee recommends the following conditions on the application:</p> <ol style="list-style-type: none"> 1. That the structures be photographically recorded, to the approval of Heritage Guelph and entered into the City of Guelph archives, prior to the issuance of the demolition permit; and; 2. That the limestone from the 1890s farmhouse be numbered, salvaged, palletted and provided to the City of Guelph works yard at 880 Victoria Road South for use in future City projects. 3. That Heritage Guelph pursue the issue raised by GE Infrastructure regarding the possible plaquing of the site.” <p style="text-align: right;">Carried</p>	IP



d) CIP – Old University - Presentation & discussion with Joan Jylanne:

Joan recapped the CIP study process -- The boundaries are the Hanlon, Speed River, Cutten Club and College Avenue. The CIP will be presented to PET on July 11th. Then there will be a public meeting before Council endorses the plan. Joan circulated a map identifying the properties on the inventory and designated properties and a map identifying potential Heritage Districts. Copies are available from Joan. The committee would like to see the map showing the potential Heritage Districts labelled "Proposed Heritage District Study Areas".

The following motion was made by Lesley Hayward and seconded by Paul Ross:

"THAT Heritage Guelph thank the Planning Division for all their work on the Community Improvement Plan for the Old University Area and will use this work for future Heritage District work."

Carried

e) 171 Arthur Street – Church requesting resolution on demolition request:

The church is asking for a decision from the committee with regard to the property, they have identified that they are not interested in alternate solutions at this time. Ian will be meeting with the owners to further discuss options for the building. IP advised that this may be taken to the August council meeting due to the agenda load for July.

The following motion was made by Paul Ross and seconded by Lesley Hayward:

"THAT with respect to the demolition application for 171 Arthur Street North, Heritage Guelph does not support the removal of existing older structures in the downtown where no replacement building is proposed. The house is important in the context and character of Arthur Street North and while Heritage Guelph recognizes that this structure is included in the Inventory of Heritage Structures, it is not recommending that it be designated under Part IV of the Ontario Heritage Act.

AND THAT Heritage Guelph supports the Planning Department in the recommendation to deny the application under the Demolition Control By-law."

Carried

d) Committee of Adjustment Items (July 11th Meeting):

129 Liverpool Street:

The following motion was made by Betty-Lou Clark and seconded by Paul Ross:

"THAT Heritage Guelph notifies the Committee of Adjustment that the property at 129 Liverpool Street is on the Inventory of Heritage Structures.



AND THAT Heritage Guelph notes that this application is addressing and improving a historic condition at the city lane.

AND THAT Heritage Guelph has no comment on the proposed variances in application A-76/05.”

AND THAT Heritage Guelph request to comment on the design before Building Permit issuance.”

Carried

f) Heritage Plaques:

Robin amended the wording of the designation plaques. A final check needs to be done and then plaques will be ordered.

The following motion was made by Norm Harrison and seconded by Betty-Lou Clark:

“THAT Heritage Guelph recommend that plaques be ordered for the following designated properties:

- Wood Cottage
- Janefield
- Guelph Worsted & Spinning Co.
- 109 Surrey Street
- Ferndale
- Gow’s Bridge replacement”

Carried

g) Designation Priority Settings:

A big thanks to Robin for the fantastic work done on designations and inventory data input.

The following motion was made by Paul Ross and seconded by Lesley Hayward:

“THAT Heritage Guelph send Ray Robinson, broker for the Chalmers Church RFP, a letter regarding the history of the building and the committee’s interest in the property for his use during the RFP process.”

AND THAT Heritage Guelph set the upcoming designation order as follows:

- Alma Block
- Stewart Lumber
- Chalmers United Church
- Crawley Farm
- in conjunction with Catholic Hill moving forward.”



		Carried
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6.	<p>Information Items:</p> <p>Heritage Coordinator's Update:</p> <p>Convent Update – The Museum has initiated its feasibility review of the property. They are expecting the first phase to be complete mid to late 2005. John O'Brien has been out of contact so there has not yet been a meeting regarding the designation.</p> <p>Civic Admin Update – The architects Moriyama and Teshima have been hired. On their team is Phil Goldsmith as heritage consultant. The plans will go to Council on October 17th.</p> <p>IP attended the last DAG meeting to talk with them about Heritage Districts and financial incentives. DAG is putting together recommendations that will reference both these measures as possible projects under their new framework.</p> <p>LP developed a brochure about Heritage Guelph for GAC events, but that it could be used as a general hand-out. Copies to be printed upon review & approval of the committee.</p>	
7.	<p>Date of next meeting:</p> <p>Monday July 25th at noon in Council Committee Room C.</p> <p>The meeting ended at 2:15 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday June 27, 2005
COMMITTEE ROOM C -- CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the June 13, 2005 meeting.
4. Matters arising from the June 13, 2005 Minutes.
5. Business Items:
 - a) **CHO – update by Paul Ross**
 - b) **Dominion Public Building – draft by-law review**
 - c) **463 Speedvale Ave – GE requesting resolution on demolition request**
 - d) **171 Arthur Street – Church requesting resolution on demolition request**
 - e) **Committee of Adjustment Items (July 11th Meeting):**
Items as recommended in the Consent Agenda:
129 Liverpool Street – Variances for off-street parking and porch location
6. Information Items:
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
7. **Date of next meeting: Note Summer Schedule: Monday July 25, 2005 at Noon – City Hall.**
8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: July 25, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Joel Barlett; Kevin O'Donnell; Gil Stelter; Paul Ross; Lesley Hayward; Betty-Lou Clark; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Pat Nicholls; Susan Ratcliffe; Owen Chinnery; Cecelia Paine; Robin de Bled; - Heritage Summer Student

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p>Add 24 Forestell Drive (5d) Add Results for reporting strategies (5e) Convent update (5a) Rogers Cable – heritage vignettes (6b) ORC update – Gil (6a) Wellington County Museum – pathfinder map (to be included on an upcoming agenda)</p> <p>The following motion was made by Lesley Hayward and seconded by Paul Ross:</p> <p>“That the Heritage Guelph agenda for July 25th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the June 27th, 2005 Meeting:</u></p> <p>The following motion was made by Paul Ross and seconded by Norm Harrison:</p> <p>“That Heritage Guelph approves the minutes as printed for June 27th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from June 27th, 2005 meeting)</p> <p>All items to be discussed are included on the agenda.</p>	
5.	<p><u>Business Items:</u></p>	



	<p>a) Convent Update:</p> <p>Ian has continued to try and set up a meeting with John O'Brien. John has indicated that he would like all information forwarded to the 3rd Bishop as he will be the City's contact in the near future. Heritage Guelph can write a draft report before we tour the buildings. Ian will call Father N and ask for permission to have a site visit to St. Agnes, the school and the Rectory.</p> <p>b) Dominion Public Building – draft by-law review.</p> <p>Leanne and Ian met with the County regarding issues relating to the designation of the Dominion Public Building. Ian will wait to hear back from the County before forwarding the report to Council.</p> <p>c) Alma Block – draft Council recommendation review:</p> <p>A report has been sent to the three owners involved and the designation recommendation should go to Council in September.</p> <p>d) 60 Omar Street:</p> <p>The following motion was made by Gil Stelter and seconded by Paul Ross:</p> <p>“THAT Heritage Guelph designate Ian to work with the owners of 60 Omar Street to suggest options, for their addition plans, to create the roof pitch to be more sympathetic to the existing roof line.”</p> <p style="text-align: right;">Carried</p> <p>d) Committee of Adjustment Items (August 9th Meeting):</p> <p>1 Heffernen:</p> <p>Item had been deferred at the CofA, HG had already commented on the plans.</p> <p>33 Clarke West:</p> <p>The following motion was made by Paul Ross and seconded by Gil Stelter:</p> <p>“THAT Heritage Guelph has no objection to the variance request for 33 Clarke West but would request that the site plans and design plans return to Heritage Guelph for review.”</p> <p style="text-align: right;">Carried</p> <p>e) 27 Forest Hill Drive (recent CofA severance from 66 Maple Street):</p> <p>As part of the conditions of severance, the owners have supplied plans for Heritage Guelph</p>	<p>IP</p> <p>IP</p>
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to review. They have also supplied a tree conservation plan.

The following motion was made by Cathy Downer and seconded by Gil Stelter:

“THAT Heritage Guelph has no comment on the proposed site plan for 27 Forest Hill Drive as the new dwelling is secluded from the street context,

AND THAT Heritage Guelph would encourage the owners of 27 Forest Hill Drive to continue to work with the Heritage & Urban Design Planner to incorporate unique building characteristics from the neighbourhood into their house plans.”

Carried

f) Results for reporting strategies:

The report to Council was deferred.

Ian supplied results from a survey of other municipalities and their structures relating to how they report. Planning will be submitting a report to Council in response to Council’s motion and it will include the survey findings.

g) Presentation – 7 Waterloo Ave:

Jim Dougan from Dougan & Associates was present to discuss the need to repair/replace the front porch of 7 Waterloo Ave. The property is designated under the Act. The owner has contracted “Old World Restorations” Uli Wallie, who supplied them with two different design options. The structural integrity of the base of the porch is failing and must be replaced soon. Modifications to the designated elements would have to be approved by Council. Discussion about impacts of encroachment fees etc. on Waterloo, where most houses are right at the property line.

The following motion was made by Norm Harrison and seconded by Betty-Lou Clark:

“THAT Heritage Guelph is in support of the general concept and design for the proposed porch located at 7 Waterloo Avenue and that the owners would return to Heritage Guelph with site and design plans when they are prepared.

AND THAT Heritage Guelph asks that staff review the encroachment conditions in this area and report back as to what relief can be considered where historic conditions are creating the encroachment.”

Carried

h) 171 Arthur Street:

The request for demolition will be before Council on August 22nd.



	<p>i) ORC Lands:</p> <p>Julie Harris, a historian working for ORC, has contacted the City and Gil Stelter regarding her research on the property. Her research report should be done around the middle of August and will form the basis for the ORC/Ministry of Culture heritage assessment review.</p>	
6.	<p>Information Items:</p> <p>Heritage Coordinator's Update:</p> <p>Mitchell Farm:</p> <p>Armel's appeal to the OMB has been set to be heard on August 18th.</p> <p>The committee had voted by email that the barn could come down with the proper documentation. Heritage Guelph has serious concerns about the security of the property and ask that additional security for the house be provided.</p> <p>Bow String Bridge on Stone Road:</p> <p>Ian will check if the metal signs can be removed from the bridge</p> <p>2162 Gordon Street:</p> <p>Robin has completed the research for this property and distributed his research to the committee. This item will be on the next agenda for discussion.</p> <p>Vignettes:</p> <p>Rogers would like to have several one minute vignettes regarding various designated properties around the City. Norm has volunteered to help out. If anyone else is interested, please contact Susan.</p>	<p>IP</p> <p>HG</p>
7.	<p>Date of next meeting:</p> <p>Monday August 22nd at noon in Council Committee Room C.</p> <p>The meeting ended at 2:00 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday July 25, 2005
COMMITTEE ROOM C -- CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the June 27, 2005 meeting.
4. Matters arising from the June 27, 2005 Minutes.
5. Business Items:
 - a) **Dominion Public Building – draft by-law review**
 - b) **Alma Block – draft Council recommendation review**
 - c) **60 Omar – CofA follow-up -- Building Permit review**
 - d) **Committee of Adjustment Items (Aug 9th Meeting):**
Items as recommended in the Consent Agenda:

1 Heffernen – extension of use in floodplain deferred from May 24th
33 Clarke W – back addition creates sideyard variance
- 1:00 PRESENTATION
7 Waterloo Ave – Designated Property
Preliminary review of front façade restoration project
6. Information Items:
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.

Council Update – demolition decisions from July 18th
171 Arthur demolition request – heading for August 22 Council
7. Date of next meeting: **Note Summer Schedule: Monday August 22, 2005 at Noon – City Hall.**
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: August 22, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Joel Barlett; Pat Nicholls; Kevin O'Donnell; Cecelia Paine; Gil Stelter; Paul Ross; Betty-Lou Clark; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Susan Ratcliffe; Owen Chinnery; Lesley Hayward

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p>The following motion was made by Betty-Lou Clark and seconded by Paul Ross:</p> <p>“That the Heritage Guelph agenda for August 22nd, 2005 be accepted as printed.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the July 25th, 2005 Meeting:</u></p> <p>Page 2 – item a – St. Agnes school, the music annex and the rectory are the three buildings the committee would like to have access to. Page 2 – item c – replace with: “A research report has been sent to the...” Page 4 – 6 Vignettes: Norm will help out with ‘onscreen’ requirements. Any inquires should be made to Susan Ratcliffe.</p> <p>The following motion was made by Norm Harrison and seconded by Paul Ross:</p> <p>“That Heritage Guelph approves the minutes as amended for July 25th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from July 25th, 2005 meeting)</p> <p>All items to be discussed are included on the agenda.</p>	



<p>5.</p>	<p><u>Business Items:</u></p> <p>a) 264 Crawley Road:</p> <p>Heritage Guelph members met with the broker involved in consolidating all the lands south of Tim Hortons warehouse to Maltby Road, east of the Hanlon, to discuss the heritage value of the Crawley house. Committee members advised that the house should be retained as the lands develop and incorporated into the area.. The house is situated very close to Crawley Road and with the anticipated road dedication would be even closer to the property line.</p> <p>HG to draft a letter to the broker that reiterates the discussion that took place on site. IP to draft and provide to HG for review.</p> <p>IP advised that Economic Development have confirmed that the offer on the land is now firm.</p> <p>b) 2162 Gordon Street:</p> <p>Preliminary designation research report by Robin discussed. Questions about the elements of the house to be protected: particularly the enclosed porch addition. Questions about protected views out to meadow – IP to confirm intent here and suggest alternate means. Comments also about including a better site plan that clearly identifies the structures.</p> <p>IP to contact the family and confirm the dates and coordination required with the board of trustees that manages the farm.</p> <p>The following motion was made by Norm Harrison and seconded by Paul Ross:</p> <p>THAT with regard to the draft designation for 2162 Gordon Street, Heritage Guelph would remove references to the existing enclosed porch on the stone farmhouse and add reference to the retention of the roofline. The committee also would request a more detailed site plan be included in the document.”</p> <p style="text-align: right;">Carried</p> <p>c) 1141 Paisley Road West – Mitchell Farm:</p> <p>The OMB hearing on August 18th was held to adjourn the matter until Council had the opportunity to decide on the issue on September 6th. HG needs to have a delegation at that meeting – Cecelia Paine was identified.</p> <p>IP to contact building officials to determine the protocol for permits on a structure (the barn) that is on either side of the city boundary. The property itself is on either side and the issue of entering the designation on title of land outside the City was also raised.</p> <p>The issue of removing the barn from the designation recommendation needs to ratified by</p>	<p style="text-align: center;">IP</p> <p style="text-align: center;">IP</p>
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the committee.

The following motion was made by Cathy Downer and seconded by Betty-Lou Clark:

“THAT Heritage Guelph agrees to amend their previous designation recommendation by removing the barn located at 1141 Paisley Road West – Mitchell Farm from the list of elements to be protected;

AND THAT Heritage Guelph consult with the Township of Guelph-Eramosa as the barn is also in the Township.”

Carried

d) 33 Clarke Street:

Mark VanPatter, owner of 33 Clarke Street, was present to discuss his intentions to add a two storey addition to the back of his house. The sideyard variance needed was subject to the condition that the design be reviewed by the committee. Members were concerned about how the addition would compliment the original house in proportion and colour. IP agreed to work with Mark to tie the addition to the original house following from the discussion.

The following motion was made by Cathy Downer and seconded by Pat Nicholls:

“THAT Heritage Guelph asks that the owners of 33 Clarke Street continue to work with staff to refine the design of the addition including rooflines, window proportion and colour.”

Carried

f) Committee of Adjustment Items (September 13th meeting):

64 Lemon Street:

The owners propose to add a new detached 17’9” garage instead of a 12’ garage. The owners would like storage above the garage. Ian will get pictures of the streetscape and the context and will circulate to members.

The following motion was made by Cathy Downer and seconded by Gil Stelter:

“THAT Heritage Guelph defer comment on the proposed addition to 64 Lemon Street until members have reviewed photos of the streetscape and context.”

Carried

120 Water Street:

The owners would be adding a complete new storey to their bungalow. IP will

IP



	<p>circulate more information to members.</p> <p>g) Royal City Park Trees:</p> <p>There was concern that Heritage Guelph has not been consulted about the removal of trees in the park. Cecelia Paine will retrieve her earlier notes on Exhibition Park and the process undertaken there to establish the master plan and historical studies.</p> <p>The following motion was made by Joel Bartlett and seconded by Cecelia Paine:</p> <p>“THAT Heritage Guelph would ask to have representation or involvement on the with the Urban Forest Planning as it relates to the historic sections of the City.”</p> <p style="text-align: right;">Carried</p>	<p>CP</p>
<p>6.</p>	<p>Information Items:</p> <p>6A Heritage Coordinator’s Update:</p> <p>Post Office:</p> <p>Scott Wilson, County of Wellington, called Ian to advise their committee will meet on September 22nd to discuss the proposed designations.</p> <p>Alma Block:</p> <p>There will be three different recommendations to Council as there are three different owners. Gil will call Doug Bridges to confirm their position on the proposed designation.</p> <p>Church of Our Lady:</p> <p>Ian will be contacting Father Noon to requesting a site visit when he returns from holiday.</p> <p>7 Waterloo:</p> <p>The owner plans to submit more detailed plans for the proposed porch in September.</p> <p>Couling Inventory:</p> <p>IP advised that upon Robin’s departure there were only about 200 properties that still need to be fully input into the Amanda database. Robin had trained a volunteer with the intent that the work could be completed this fall.</p> <p>Heritage Community Recognition Award:</p>	<p>GS</p> <p>IP</p>



	<p>IP advised that the Ontario Heritage Foundation award programme was again open for nominations. The deadline is October 18th.</p> <p>6B Brownie Award</p> <p>Leanne will circulate the Brownie Award programme outline..</p>	<p>LP</p>
<p>7.</p>	<p>Date of next meeting:</p> <p>Monday September 12th at noon in Council Committee Room C.</p> <p>The meeting ended at 2:00 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the work plan.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

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COMMITTEE ROOM C -- CITY HALL

A G E N D A

1. **Approval of Agenda**
 2. **Declarations of pecuniary interest**
 3. **Approval of Minutes from the July 25, 2005 meeting.**
 4. **Matters arising from the July 25, 2005 Minutes.**
 5. **Business Items:**
 - a) **264 Crawley Road Farmhouse – discussion following site visit**
 - b) **2162 Gordon Street – review of heritage research and direction for designation**
 - c) **1141 Paisley Road West – Mitchell Farm –**

Update of OMB hearing
Review of supplemental grading material from Armel
Confirmation of designation recommendation
 - d) **Committee of Adjustment Items (September 13th Meeting):**

Items as recommended in the Consent Agenda:

64 Lemon Street – taller proposed new detached garage 17'9" instead of 12'

120 Water Street – New second storey being added to bungalow creates front and rear variances due to existing house location
- 1:00 PRESENTATION
33 Clarke Street – CofA Application – design review with applicant
6. **Information Items:**
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.

Post Office
Alma Block
Church of Our Lady
7 Waterloo
Couling Inventory
 7. **Date of next meeting: Monday September 12, 2005 at Noon – City Hall.**
 8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



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 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Cathy Downer - City Council Representative; Joel Barlett; Pat Nicholls; Kevin O'Donnell; Lesley Hayward; Cecelia Paine; Paul Ross; Betty-Lou Clark; Norm Harrison; Cheryl Coutts – Recording Secretary.
 Regrets: Susan Ratcliffe; Owen Chinnery; Gil Stelter.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p>Add Civic Administration Centre update – 5d</p> <p>The following motion was made by Lesley Hayward and seconded by Paul Ross:</p> <p>“That the Heritage Guelph agenda for September 12th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the August 22, 2005 Meeting:</u></p> <p>The following motion was made by Betty-Lou Clark and seconded by Kevin O'Donnell:</p> <p>“That Heritage Guelph approves the minutes as printed for August 22, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from August 22, 2005 meeting)</p> <p>Item 6 – Ian will organize the meeting with Father Noon. Item 5a – Ian will draft a letter re: 264 Crawley Road. Item 6 – Heritage Community Recognition Award – The Committee suggested the Lammers, or the Convent Task Force (if that was possible).</p>	IP

5.

Business Items:

a) 1141 Paisley Road West – Mitchell Farm:

The committee thanked Cecelia for representing Heritage Guelph’s concerns at the last Council meeting. IP advised that the Clerks had yet to issue the motions from September 6th and that he would circulate when received. In the meantime, the general content of Armel’s offer to record and salvage the house was confirmed at the OMB teleconference on September 8th. From that meeting, it was requested that the committee provide its expectations for documentation and salvage to John Valeriotte, Armel’s local lawyer, to allow the agreement to be drafted.

The following motion was made by Cecelia Paine and seconded by Lesley Hayward:

“THAT with respect to the requirements for the demolition of the house at 1141 Pasiley Road West, Heritage Guelph requests:

- **That a copy of the Built Heritage Resources Impact Assessment Guidelines be forwarded to the owner and that they be asked to provide a comprehensive historical background report;**
- **That Heritage Guelph be kept informed of the relocation process and protocols that will be required for the City to offer the house to a third party;**
- **And that the owner consult with an experienced stone mason to determine how best the house be disassembled while planning the salvage operations.”**

Carried

b) Heritage Guelph reporting recommendations:

IP asked for comments from the committee regarding the research into other MHC’s best practices as staff prepare to take the PET reporting recommendation back to Council.

The Committee’s reiterated its recommendation that it prefers to report directly to Council. LP will draft a letter to accompany the report stating the committee’s views.

The committee also supported the ideas of a Council workshop on the Ontario Heritage Act at the beginning of term as well as semi-annual progress reporting through the Greensheets.

c) Committee of Adjustment Items (September 27th Meeting):

309 Woolwich Street – Extension of Legal Non-conforming Use:

The following motion was made by Cathy Downer and seconded by Paul Ross:

“THAT Heritage Guelph has no comment on the application for extension of use at 309 Woolwich Street”

Carried

	<p>d) Presentations:</p> <ul style="list-style-type: none"> • <u>9 Douglas Street</u> – discussion of Building Permit application to upgrade the party wall facing the adjacent parking lot. In the end the owner was not able to be present but the committee provided comments on the proposed recladding to be forwarded through IP. <p>The following motion was made by Pat Nicholls and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph supports the proposed project to clean-up the sidewall of 9 Douglas Street and asks IP to forward the owner the suggestions regarding the details of proposed re-facing.”</p> <p style="text-align: right;">Carried</p> <ul style="list-style-type: none"> • <u>7 Waterloo Ave</u> – review of developed design for proposed new front porch on this Designated building. Uli Walle from Old World Woodworking was present to discuss proposed design of the covered porch. The Committee was in support of the design but suggested Uli work to improve the drainage of water from the roof. <p>The plans for the superstructure will be submitted for permit through the Buildings Department, however Uli may be reconstructing the platform this fall – work that does not require a permit.</p> <p>The committee thanked Uli for the thoughtful drawings and attention to detail.</p>	
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6.	<p>Information Items:</p> <p>6A Heritage Coordinator’s Update:</p> <p>Civic Administration Centre:</p> <p>Cathy gave a brief update from the Civic Admin Task Force. The Committee is trying to finalize the office space requirements for staff. There are two concepts for the wall, interior and exterior. The plans will be available to be reviewed by the public on October 20th, the Special Council Meeting is the following Monday – October 24th</p> <p>Convent update:</p> <p>Joel reported that the first phase of the feasibility report for the museum will be completed in a couple of weeks.</p>	
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	<p>Ingram Farmhouse:</p> <p>IP advised that Parks are now starting the planning to examine the option of the City incorporating this house into the future park as a small community facility. This option was negotiated as part of the conditions of the draft plan of subdivision.</p>	
7.	<p>Date of next meeting:</p> <p>Monday September 26th at noon in Council Committee Room C.</p> <p>The meeting ended at 1:50 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the work plan.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday September 12, 2005
COMMITTEE ROOM C -- CITY HALL

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the August 22, 2005 meeting.
4. Matters arising from the August 22, 2005 Minutes.
5. Business Items:
 - a) **1141 Paisley Road West – Mitchell Farm**
Direction on recording and inventorying standards for dismantling of house.

Recommendations on future use of the salvaged house components
 - b) **Heritage Guelph reporting recommendations**

Discussion and committee recommendation following research on best practices for heritage committee reporting structures
 - c) **Committee of Adjustment Items (September 27th Meeting):**
Items as recommended in the Consent Agenda:

309 Woolwich Street – Extension of Legal Non-conforming Use
- 1:00 PRESENTATION

9 Douglas Street – discussion of Building Permit application to upgrade the party wall facing the adjacent parking lot.
- 1:30 PRESENTATION

7 Waterloo Avenue – review of developed design for proposed new front porch.
6. Information Items:
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
7. Date of next meeting: Monday September 26, 2005 at Noon – City Hall.
8. Other matters introduced by the Chair or Heritage Guelph members.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon Monday September 26, 2005
COMMITTEE ROOM C -- CITY HALL

A G E N D A

1. **Approval of Agenda**
 2. **Declarations of pecuniary interest**
 3. **Approval of Minutes from the September 12, 2005 meeting.**
 4. **Matters arising from the September 12, 2005 Minutes.**
 5. **Business Items:**
 - a) **1141 Paisley Road West – Mitchell Farm**
Follow-up from Council Motion of September 6th.
 - b) **Designation Request – 611 Silvercreek North**
The CAW have requested that their union hall at 611 Silvercreek be designated. This is the old stone schoolhouse north of Woodlawn.
 - c) **Doors Open 2006** – Request from GAC to start plans for next year
 - d) **Committee of Adjustment Items (September 27th Meeting):**
Items as recommended in the Consent Agenda:
40-42 Cardigan Street – severance of existing semi's
2-4 Grant Street – off street parking variance
60 Cardigan Street – permitted use and rear yard variances
- 12:30 PRESENTATION
- 21 Oxford Street** – Designated Property -- Proposed addition to front porch.
- 1:00 PRESENTATION
- Tolton-Adams Farmhouse** – discussion with Reids Heritage and Nancy Shoemaker regarding re-use of salvaged material from the fire.
- 1:30 PRESENTATION
- 47/49 Alice Street**– review of proposed partial demolition of accessory building.
6. **Information Items:**
 - a) **Heritage Coordinator's Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.
 7. **Date of next meeting: TUESDAY October 11, 2005 at Noon – City Hall.**
 8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: November 28, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Paul Ross; Pat Nicholls; Cecelia Paine; Norm Harrison; Betty-Lou Clark; Gil Stelter; Kevin O'Donnell; Susan Ratcliffe; Lesley Hayward; Joel Barlett, Cathy Downer - City Council Representative
 Regrets: Cheryl Coutts – Recording Secretary.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p>PR added 6b - OHA Implementation / New Guidelines</p> <p>The following motion was made by Lesley Hayward and seconded by Cecelia Paine:</p> <p>“That the Heritage Guelph agenda for November 28th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>None</p>	
3.	<p><u>Approval of Minutes from the November 14th, 2005 Meeting:</u></p> <p>Item 5a -- correction: item was moved by LH, seconded by BLC.</p> <p>Item 5d -- correction: Susan Hayward was actually Susan Ratcliffe</p> <p>Item 5f – correction: CHO will be seeking input from local MHCs about their Strategic Plan, not “voting for”.</p> <p>The following motion was made by Paul Ross and seconded by Cecelia Paine:</p> <p>“That Heritage Guelph approves the minutes as amended for November 28th, 2005 meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from November 14, 2005 meeting)</p> <p>Civic Admin Centre – Councillor Downer gave a brief update to the progress on the design and confirmed that the revised facades will be on display December 1, 2005 at an evening</p>	

	public open house at City Hall.	
5.	<p><u>Business Items:</u></p> <p>a) 2006 Meeting Dates::</p> <p>Deferred -- dates will be circulated subsequent to the meeting.</p> <p>b) Plaque Subcommittee:</p> <p>Norm Harrison gave an update. The 5 new plaques have now arrived and were on display at the meeting. Subcommittee is now finalising the process for handing over to owners and mounting. Concern about ensuring that the plaques do get mounted when previous procedure was to have City forces do this work. Need to confirm the 'installation grant' amount – in the range of \$50 to \$75 dollars to have a competent trade work for an hour.</p> <p>Discussion about mounting options. Agreed that the preference is for mounting on the building. If owners want to pursue alternate approaches that would be subject to HG review and no additional funding would be available above the regular 'installation grant'</p> <p>IP to approach Clerks about a Council event during Heritage Week to do the formal handover ceremony. Possible reception to follow – options/location being reviewed.</p> <p>Possible that the committee may recommend ordering additional plaques on 2005 budget. IP to advise on remaining funds.</p> <p>c) Committee of Adjustment Items – December 13th meeting:</p> <p style="padding-left: 40px;">297 Exhibition Street – variance for pool area in backyard. 31 Yorkshire South – back lot severance to create lot on 1 Galt Street 84 Palmer Street – variance for detached garage height.</p> <p>The following motion was made by Councillor Downer and seconded by _____:</p> <p>“THAT Heritage Guelph has no comment on the Committee of Adjustment items for the December 13, 2005 meeting agenda.”</p> <p style="text-align: right;">Carried</p> <p>d) 47 Harrison Street:</p> <p>Preliminary submission of proposed new house on 47 Harrison Street. A double width lot with a small Heritage Inventory dwelling on one half. Proposal is for a demolition of the</p>	

	<p>existing and a new larger house. IP indicated that the plans appear to meet the zoning by-law and that there are no variances being sought. The issue before the committee is the demolition of the HI property – comments from the committee will need to be included in the Planning report for Demolition Control.</p> <p>Alex Temporale from ATA Architects presented the new design. Recognizing that the new house is substantially larger than the rest of the street, the architects are consciously choosing a Victorian style to create an ‘incident’ on a street that is fairly homogenous. Their position is that this is similar to other streets in the neighbourhood with these larger anomaly houses amongst the red-brick backdrop. House is highly ornate on the 3 sides to address the visibility of the sidewalls down the street.</p> <p>Garage roof is of a lower pitch to meet the by-law.</p> <p>Discussion about heights and streetscape impact. Committee members were unable to assess the actual impact of the building against the existing structures Architect will be asked to provide additional sketch to illustrate context and the success of the mitigation strategy proposed.</p> <p>Motion by Cecelia Paine, seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph will defer comment on the demolition of 47 Harrison Street until additional streetscape analysis information provided by the architect.”</p>	<p>Carried</p>
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	<p>6a) Heritage Co-ordinator’s Update:</p> <p>Designation Priorities:</p> <p>611 Silvercreek North – report is on for December 5th Council. IP to ensure copies are forwarded to CAW and that they are aware of delegation timing.</p> <p>Alma Block & Dominion Public Building – still on track for December 19th Council. Copies of the recommendations were provided.</p> <p>6b) Paul Ross: OHA Implementation</p> <p>Paul has seen preliminary drafts of some of the materials the Ministry of Culture are preparing for Heritage Week launch. They are anticipating the regulations for designation criteria and demolition will also be available at this time.</p> <p>Several issues are becoming evident:</p> <ul style="list-style-type: none"> • That the Ministry is looking for a province-wide system to provide consistency across 	<p>IP</p> <p>IP</p>
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	<p>municipalities – this will impact future designation analysis as well as may need review of existing by-laws.</p> <ul style="list-style-type: none"> The potential for the Register to contain the Inventoried properties will need to be explored. What is the status of existing inventories? How do you add additional properties? Here too there may need to be a review of the existing database to align it with MofC guidelines. <p>PR also suggested that a detailed comparison of the old and amended legislation should be done to ensure that the committee and the City are operating correctly under the details of new Act.</p> <p>PR suggested that this may require a budget allocation for the Inventory/Designation realignment work.</p>	
7.	<p>Date of next meeting:</p> <p>Monday December 12th at noon at Norm Harrison’s – 22 Prospect Avenue.</p> <p>The meeting ended at 2:00 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the work plan.

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: December 12, 2005
 Time: 12 noon
 Location: 22 Prospect Ave – Norm’s house
 Present: Leanne Piper – Chair; Ian Panabaker - Heritage Planner; Paul Ross; Pat Nicholls; Norm Harrison; Betty-Lou Clark; Gil Stelter; Susan Ratcliffe; Lesley Hayward; Joel Barlett; Cathy Downer - City Council Representative; Cheryl Coutts – Recording Secretary.
 Regrets: Cecelia Paine. Kevin O’Donnell.

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u></p> <p>Add Civic Admin update under 6b Presentation – 47 Harrison Street – 1pm.</p> <p>The following motion was made by Betty-Lou Clark and seconded by Lesley Hayward: “That the Heritage Guelph agenda for December 12, 2005 be accepted as amended.” Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>None</p>	
3.	<p><u>Approval of Minutes from the November 28, 2005 Meeting:</u></p> <p>The following motion was made by Paul Ross and seconded by Susan Ratcliffe: “That Heritage Guelph approves the minutes as amended for November 28th, 2005 meeting.” Carried</p>	
4.	<p><u>Matters Arising:</u> (Action Items from November 28, 2005 meeting)</p> <p>None</p>	
5.	<p><u>Business Items:</u></p> <p>a) Plaque Subcommittee:</p> <p>Ian has contacted the Mayor and confirmed that February 20, 2006 Council will include the plaque presentation. There is a maximum of <u>10 minutes</u> to complete the presentation.</p>	

	<p>Ian will contact the Museum to see if there is a room available on a Monday night to hold a reception after the presentation. Ian will find out how much money is left in the budget for plaques.</p> <p>b) Brooklyn/College Heights HCD – discussion of draft Terms of Reference to start the research component of the proposed district.</p> <p>A job description has been created. The Terms of Reference will be distributed to members. Lesley will send pictures of limestones.</p> <p>c) PET report – review and discussion of Planning’s follow-up recommendations on the reporting of HG to Council. The following is to be staff’s recommendation on Council’s motion:</p> <p><i>“THAT the recommendations contained in the Planning and Building Services Department Report, dated January 9, 2005, be approved as follows:</i></p> <ol style="list-style-type: none"> <i>1. THAT Heritage Guelph report through the Planning, Environment & Transportation Committee;</i> <i>2. THAT the following policies be adopted to enhance Council - Municipal Heritage Committee communications:</i> <ol style="list-style-type: none"> <i>a) That the Heritage Guelph adopt a semi-annual reporting routine to provide information to Council on its issues and activities</i> <i>b) That Heritage Guelph provide a yearly Workplan update to the PET Committee prior to the corporate budget cycle</i> <i>c) That a Council Workshop on the Ontario Heritage Act and Heritage Guelph be held within 3 months of each new Council term;</i> <i>3. THAT, to take advantage of a streamlining measure included in the amended Ontario Heritage Act (OHA Sections 33.(15,16) and 42.(16,17)) that the Planning and Building Services Department bring forward a by-law for Council approval that delegates the power to consent to minor alterations to properties designated under Part IV or Part V of the OHA to the Director of Planning & Building Services, in consultation with the municipal heritage committee.”</i> <p>The following motion was made by Paul Ross and seconded by Betty-Lou Clark:</p> <p>“THAT Heritage Guelph endorse the recommendations listed on the Council Report “Recommendations on Heritage Guelph’s reporting to Council” and ask for ten minutes of time at the first PET meeting for introduction.”</p> <p style="text-align: right;">Carried</p>	<p>IP</p> <p>LH</p>
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	<p>d) 47 Harrison Street – Demolition Permit:</p> <p>Alex Temporale from ATA Architects presented a photo-montage of the actual impact of the building against the existing streetscape.</p> <p>The following motion was made by Paul Ross and seconded by Norm Harrison:</p> <p style="padding-left: 40px;">“WHEREAS the property at 47 Harrison Avenue is on the Heritage Inventory as contributing to the character of the street;</p> <p style="padding-left: 40px;">AND WHEREAS the Sunny Acres neighbourhood is not a Heritage District;</p> <p style="padding-left: 40px;">THAT in the matter of the December 2005 building permit application for the replacement dwelling at 47 Harrison Avenue, Heritage Guelph does not intend to recommend designation for the existing heritage resource under Part IV of the Ontario Heritage Act.”</p> <p style="text-align: right;">Carried</p> <p>Lesley left at 1:40pm.</p>	
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	<p>6a) Heritage Co-ordinator’s Update:</p> <p>Designation Priorities:</p> <p>611 Silvercreek Parkway North designation is going forward. The Alma Block and Post Office will go to Council on December 19th.</p> <p>Other:</p> <p>The second phase recommendation of Planning’s York District Land Use Study has been deferred until January 2006. Ian will have recommendations to present to the committee at the next meeting.</p> <p>The Mitchell Farm material will be moved to the City’s storage area on Victoria Road.</p> <p>There is nothing to report on 94 Maple Street.</p> <p>6b) Civic Administration Centre:</p> <p>IP advised that a site plan application will be filed shortly. Heritage Guelph will be asked to comment on the plans at that time.</p> <p>Discussion about Gil’s departure from the Heritage Guelph and the need for continuity on the design committee. The following motion was made by Betty-Lou Clark and seconded by</p>	
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	<p>Susan Ratcliffe:</p> <p>“THAT Heritage Guelph designate Gil Stelter, as ex-officio member, to continue to represent Heritage Guelph on the Civic Administration Centre Design Committee until the work of that committee is completed.”</p> <p style="text-align: right;">Carried</p> <p>Leanne thanked Gil Stelter for his amazing contribution to the Heritage Guelph Committee. Gil was presented with the FIRST membership to the newly forming ACO Branch for the Guelph district.</p> <p>Norm was thanked for opening his home for this meeting.</p> <p>Cheryl was thanked for her help behind the scenes.</p>	
7.	<p>Date of next meeting:</p> <p>Monday January 9th at noon in Council Committee Room C at 12 noon.</p> <p>The meeting ended at 2:00 pm.</p>	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the work plan.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

**A meeting of Heritage Guelph will be held at 12:00 Noon
Monday December 12, 2005**

22 PROSPECT AVENUE

A G E N D A

1. **Approval of Agenda**
2. **Declarations of pecuniary interest**
3. **Approval of Minutes from the November 28, 2005 meeting.**
4. **Matters arising from the November 28, 2005 Minutes.**
5. **Business Items:**
 - a) **Plaque Subcommittee** – February 20th Council date confirmed
 - b) **47 Harris Street** – follow-up on proposed infill house design.
 - c) **Brooklyn / College Heights HCD** – discussion of draft Terms of Reference to start the research component of the proposed district.
 - d) **PET Report** – review and discussion of Planning’s follow-up recommendations on the reporting of HG to Council.
6. **Information Items:**
 - a) **Heritage Planner’s Update:** Information provided as follow up to comments/resolutions passed by Heritage Guelph and preliminary inquiries.

Designation Priorities:
611 Silvercreek North – Notice posted December 9th
Alma Block & Post Office – on for December 19th Council
Mitchell Farm – nothing to report
94 Maple – nothing to report
7. **Date of next meeting: Monday January 9, 2006, Committee Room C, City Hall**
8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting: Heritage Guelph (the Municipal Heritage Committee)
 Date: January 10th, 2005
 Time: 12 noon
 Location: Council Committee Room C
 Present: Leanne Piper – Chair; Ian Panabaker, Heritage Planner; Cathy Downer - City Council Representative; Owen Chinnery; Joel Barlett; Paul Ross; Cecelia Paine; Pat Nicholls; Gil Stelter; Kevin O'Donnell; Susan Ratcliffe; Norm Harrison; Lesley Hayward; Cheryl Coutts – Recording Secretary.
 Regrets: Betty-Lou Clark.

Item #	Description	Action By:
	Leanne welcomed Joel and Paul to the committee.	
1.	<p><u>Approval of Agenda:</u></p> <p style="text-align: center;">Addition to 6) Comments from Paul 5d) Doors Open - Owen</p> <p>The following motion was made by Owen Chinnery and seconded by Lesley Hayward:</p> <p>“That the Heritage Guelph agenda for January 10th, 2005 be accepted as amended.”</p> <p style="text-align: right;">Carried</p>	
2.	<p><u>Declaration of Pecuniary Interest:</u></p> <p>none</p>	
3.	<p><u>Approval of Minutes from the December 13th, 2004 Meeting:</u></p> <p>The following motion was made by Susan Ratcliffe and seconded by Owen Chinnery:</p> <p>“That Heritage Guelph approves the minutes as printed for December 13th, 2004 meeting.”</p> <p style="text-align: right;">Carried</p>	



	<p>The following motion was made by Lesley Hayward and seconded by Cathy Downer: “That Heritage Guelph go in -camera”</p> <p style="text-align: right;">Carried</p> <p>The following motion was made by Cathy Downer and seconded by Pat Nicholls: “That Heritage Guelph return to the regular meeting.”</p> <p style="text-align: right;">Carried</p>	
4.	<p>Matters Arising: (Action Items from December 13th, 2004 meeting)</p>	
5.	<p>Business Items:</p> <p>a) Loretto Convent: Cathy updated the committee on the Task Force work. Many options are being looked at for the Convent and discussions with the local development sector have been particularly useful. The Diocese has now confirmed that it will not be pushing for the issuance of the Demolition Permit.</p> <p>b) Hanlon Creek Business Park:</p> <p>The following motion was made by Norm Harrison and seconded by Cecelia Paine:</p> <p>“THAT Heritage Guelph has no comment on the proposed Plan of Subdivision application (23T-03501, OP0301, ZC0301) for the Hanlon Creek Business Park as re-circulated on November 16, 2004. Heritage Guelph is pleased to confirm that its earlier comments have been addressed in this latest version of the plan.”</p> <p style="text-align: right;">Carried</p> <p>c) Doors Open Guelph: Owen advised the Committee that there are two sites needed still. The confirmed sites are: Church of our Lady; London House Bed and Breakfast; GCVI; Ignatius Jesuit Centre; Guelph Air Park; Administration Building – Correctional Centre; Warden’s House – Correctional Centre; Johnston Hall.</p>	OC



d) **60 Cardigan Street:**

Jim Fryett and Mr. Scarfone updated the Committee with the current progress. The site plan has been resubmitted for final approval. The parking structure has been deleted from the plans. There is a proposed modification to the windows that includes a 50/50 split. The walk-outs have fencing and plantings to provide privacy. All available brick will be used. Heritage Guelph commends the applicant for their work.

The following motion was made by Gil Stelter and seconded by Lesley Hayward:

“THAT Heritage Guelph supports the Site Plan application for 60 Cardigan Street as revised in the drawings by Jim Fryett Architect dated Jan 6, 2005.

AND THAT Heritage Guelph recommends that the Owner pursue a heritage tax equivalent agreement with the City, similar to the agreement with the Mill Lofts on Ontario Street. Heritage Guelph would support the recommendation to designate the loft building and chimney to Council as part of this agreement.

AND THAT Heritage Guelph asks that Staff expedite the review and approvals for the project as the committee considers this is a priority project for the City.”

Carried

e) **Petrie Building – 15 Wyndham Street:**

The following motion was made by Cathy Downer and seconded by Pat Nicholls:

“THAT Heritage Guelph write to the owners of 15 Wyndham Street, The Petrie Building, to reiterate the importance of the building to the City of Guelph, and that the committee requests that pieces removed from the façade be stored in a secure location on the property for future reference. In addition, an offer to assist the owners in pursuing the Parks Canada Commercial Heritage Incentive Fund will be made.”

Carried



f) **Committee of Adjustment:**

1. 129 Elizabeth Street:

The following motion was made by Lesley Hayward and seconded by Pat Nicholls:

“THAT Heritage Guelph notifies the Committee that the property at 129 Elizabeth Street is identified in the Couling Inventory.

Heritage Guelph requests a deferral of the application and that a site visit to the property be arranged before a decision is made by the Committee.

Heritage Guelph further requests the applicant and staff review the policies developed in the St. Patrick’s Ward Community Improvement Plan with regards to guidelines for appropriate infill development in this area.”

Carried

2. B-3/05 66 Maple Street:

The following motion was made by Cathy Downer and seconded by Cecelia Paine:

“THAT Heritage Guelph notifies the Committee that the property at 66 Maple Street is identified in the City’s Inventory of Heritage Structures.

Heritage Guelph considers the application B-3/05 incomplete and requests deferral of the application until further detail about the proposed development on the proposed new lot is provided.

Heritage Guelph notes that the original lot has already had four severances on Maple Street and the proposed plan further compromises this frontage.”

Carried

3. A-1/05 577 Gordon Street:

The following motion was made by Paul Ross and seconded by Pat Nicholls:

“THAT Heritage Guelph notifies the Committee that the property at 577 Gordon Street is identified in the Couling Inventory.

IP to
arrange
site visit



	<p>While Heritage Guelph supports the request for extension A-1/05, the committee also suggests that the Owner of 577 Gordon Street consider constructing an improved and reconfigured ramp access to the building prior to the lapsing of the next license agreement in 2008.”</p> <p style="text-align: right;">Carried</p>	
<p>6.</p>	<p>Information Items:</p> <p>a) Heritage Coordinator’s Update:</p> <p>City Hall Entrance – Plaques: Lawrence will be mounting the Ontario Heritage Easement plaque underneath the exterior OHF panel as discussed with the Committee. Agreed that the additional clean-up items for the front entrance will be addressed during the future renovation project following the Civic Admin. Project.</p> <p>Waterworks Heritage Plaque Lawrence will mount the plaque according to what Heritage Guelph suggested.</p> <p>148 Crawley Road – Stone Storage The salvaged stone from the farmhouse was shipped to the City yard on January 5th. Tim Hortons handed the datestone over to the Lester family prior to the holidays. The family is working with Woodlawn Cemetery on the design and will contact Heritage Guelph when that is ready for presentation.</p> <p>Memberships HG should be involved with: IP reviewed the membership list for HG: Guelph Arts Council / ACO / CHO / Guelph Historical Society</p> <p>Added: Guelph Museums / GRCA</p> <p>Annual Heritage Day Workshop: Monday, February 21, 2005 from 8:30am to 4:00pm at the Fergus Legion, 500 Blair Street in Fergus. Registration is limited to 300 on a first-come, first-served basis. Registrations will be accepted until Friday February 11, 2005.</p> <p>Paul Ross: Paul is a member of Community Heritage Ontario. He receives information from all LACAC’s and from the Ministry. Paul will provide regular updates</p>	<p style="text-align: center;">IP</p> <p style="text-align: center;">PR</p>



	and share minutes of the board with HG. City's Strategic Plan: The City's Strategic Plan has been made available on the City's website (guelph.ca). Members to review and provide comment at the next meeting.	All
7.	Date of next meeting: January 24th at 12 noon in Council Committee Room C	
8.	The meeting ended at 2:05 pm.	

Items from Previous Minutes:

Item #	Assigned To	Due Date	Description
	Ian		Update the workplan to reflect the time it took to complete each task.
	Ian/Leanne		To investigate the Trillium grant program in relation to the committee's website development