

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday January 14, 2008

**59 Carden St, City Hall
Council Committee Room C - Basement**

Please note that water jugs will be provided at the meeting in an effort to reduce garbage generation. **PLEASE BRING YOUR OWN DRINK CONTAINER, E.G. CUP**

A G E N D A

1. **Approval of Agenda**
2. **Declarations of pecuniary interest**
3. **Approval of Minutes from the December 10, 2007 Meeting**
4. **Matters arising from the December 10, 2007 Minutes**
5. **Business Items:**
 - a) **Municipal Registry – Update**
 - b) **Official Plan Update - Cultural Heritage Resource Policies**
 - c) **Plaque Ceremony – February 25, 2008 Tentative Date**
 - c) **Spotlight on Heritage – February 16, 2008**
 - d) **Downtown Design Guidelines**
 - e) **25 Mitchell St. -- designated property for sale -- inquiry about potential rear extension**
 - f) **264 Crawley Road -- review of heritage conditions for severance application**
 - g) **60 Manitoba -- research into history of property**
6. **Information Items and Handouts:**
 - a) **2008 Members List**
 - b) **60 Cardigan St. and 1-7 Douglas St. Notice of Intent to Designate sent out Jan. 11th, objection period ends Feb. 11th**
7. **Next Meeting: Monday January 28, 2008**
Location: Council Committee Room C
8. **Other matters introduced by the Chair or Heritage Guelph members.**

City of Guelph

Meeting Minutes



Meeting:	Heritage Guelph (the Municipal Heritage Committee)
Date:	Monday, January 14, 2008
Time:	12 Noon
Location:	Council Committee Room C
Present:	Paul Ross – Chair, Norm Harrison, Lori Gaiardo, Christopher Campbell, Leanne Piper, Mary Tivy, Lorraine Pagnan, Susan Ratcliffe, Lesley Hayward, Betty-Lou Clark, Doug Haines, Joel Bartlett, Martin Bosch, Ian Panabaker - Heritage Planner, Connie Fach (Recording Secretary), Joan Jylanne – Heritage Planner.
Regrets:	None

Discussion Items

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u> Moved by Betty-Lou Clark seconded by Lorraine Pagnan, “THAT the agenda for the January 14, 2008 meeting of Heritage Guelph be adopted with additions’ CARRIED</p>	
2.	<p><u>Approval of Minutes from the December 10, 2007 Meeting:</u> It was noted that Betty-Lou Clark was not at the meeting. Reference to AMCTO under the category of “Heritage Day” should have been ACO. Moved by Lorraine Pagnan, seconded by Leslie Hayward, “THAT the minutes of the meeting of Heritage Guelph held on December 10, 2007 be approved as amended.” CARRIED</p>	
3.	<p><u>Declaration of Pecuniary Interest:</u> None declared.</p>	
4.	<p><u>Matters Arising from Previous Meeting</u> None</p>	
5.	<p><u>Business Items:</u> Municipal Registry Update The Designation Sub-Committee is currently dealing with this. Joan advised that over 40 copies of inventory sheets have been sent to interested property owners and she is currently exploring means of uploading the information. The ownership information available to staff is not 100% accurate and this caused some concern for the affected</p>	Joan



	<p>owners. She suggested that future distributions should exclude this information. A thank you letter to the Old Quebec Street administration will be arranged for allowing the use of the facility</p> <p>Official Plan Update Joan advised that there were 2 upcoming open houses on January 22 and 24th. The proposed update will be introduced to Council on February 4th.</p> <p>Plaque Ceremony Seven plaques have been ordered for presentation to property owners. Joan will arrange for presentations to be made by Norm Harrison and Mayor Farbridge at the beginning of the February 25th Council meeting followed by a catered reception at the Civic Museum.</p> <p>Spotlight on Heritage Joan is to follow up with the Civic Museum to ensure Heritage Guelph is featured for Heritage Day (February 16, 2008). A sub-committee will be compiled to collate materials to be included.</p> <p>Downtown Design Guidelines A sub-committee to be initiated to deal with guidelines for façade improvements in the downtown area.</p> <p>Moved by Betty-Lou Clark, seconded by Lesley Hayward,</p> <p>“THAT Christopher Campbell Joel Bartlett, Norm Harrison, Lorraine Pagnan and Ian Panabaker form a sub-committee to liaise with David Corkes on the production of façade design improvements for downtown buildings.”</p> <p style="text-align: right;">CARRIED</p> <p>25 Mitchell Street A letter from a potential purchaser was circulated to members requesting the Committee’s opinion regarding his proposal to build a rear addition and renovate the existing designated house as a condition of the purchase. The Committee reviewed the actual designation and reasons for designation and directed Ian to respond outlining their agreement to approve the concept of development/renovation in principal but detailed, specific information would have to be submitted prior to any approval of specific work.</p> <p>Moved by Martin Bosch, seconded by Joel Bartlett,</p> <p>“THAT Ian Panabaker be authorized to prepare a response to the request submitted by a potential purchaser of the designated property located at 25 Mitchell Street, outlining the Committee’s agreement to entertain possible renovations and/or addition with conditions. This response is to be circulated to members for their consensus and comments prior to being sent out.”</p>	<p>Joan</p> <p>Joan</p> <p>Ian</p>
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		CARRIED	
	<p><u>264 Crawley Road</u> The Committee reviewed Ian’s suggested conditions and motion regarding this property and asked that their comments be incorporated and the revised motion be presented at the next meeting for review.</p> <p>Moved by Martin Bosch, seconded by Doug Haines,</p> <p>“THAT Ian Panabaker be directed to make changes to the proposed motion for 264 Crawley Road for Committee approval at their next meeting.”</p> <p>CARRIED</p> <p><u>60 Manitoba Street</u> Doug agreed to contact the registry volunteer regarding proceeding with research for this property.</p>		<p>Ian</p> <p>Doug</p>
6.	<p><u>Information Items and Handouts</u></p> <ul style="list-style-type: none"> - 2008 Members List circulated - Joan advised that the Notice of Intent to Designate for 60 Cardigan Street and 1-7 Douglas Street were issued. Objection period ends on February 11th. - Leanne advised of \$350 million infrastructure and resources grants that were announced by Minister of Public Infrastructure Renewal, Ontario last week. An application is currently be prepared for the convent. - Leanne reported on an article in a new local publication, “Guelph Life” that dealt with a Cambridge Street home renovation. The article highlighted problems the owners faced in dealing with LACAC a number of years ago. Paul will respond to this article with a letter. - Mary reported on a rumour regarding the sale of the Guelph Christian Church which was reportedly being sold for redevelopment. - Mary also reported on many old items stored in the basement under Coriander on Wyndham Street North. These items are believed to be from the old Loblaws store at this location. 		Paul
7.	<p><u>Other Matters</u></p> <p>Next meeting t include time to set priorities and move forward with conservation district.</p> <p>Sub-Committee chairs to meet on Wednesday morning. Joan will arrange meeting space.</p> <p>The shutters on the Dublin Street facade of the Civic Museum were in disrepair and recently removed. Since there is no substantial information on why the shutters were there in the first place, it is not clear whether or not they will be reinstalled.</p>		Joan



	<p>Ian advised that he authored a chapter on the University of Guelph campus in a recently published book on stone work. He will bring a copy to the next meeting.</p> <p>Chris advised that he will be giving a talk on Canadian Blooms on March 14th at the Metro Convention Centre.</p>	Ian
8.	Date of next meeting: Monday, January 28, 2008 at 12:00 Noon in Council Committee Room 'C'. The meeting adjourned at 2:10 pm.	

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The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday January 28, 2008

<p>59 Carden St, City Hall Council Committee Room C - Basement</p>
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A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the January 14, 2008 Meeting
4. Matters arising from the January 14, 2008 Minutes
5. Business Items:
 - a) Municipal Registry – Update
 - b) Plaque Ceremony – February 25, 2008
 - c) 126 Norwich East -- Guelph Christian Church -- For Sale

1:00 PM

 - d) Gummer Building -- review of updated site plan application and rear wall demolition
Lloyd Grinham, Jason Ashdown

1:30 PM

 - e) 60 Manitoba -- heritage review
Harold Godwin
 - f) Heritage Documentation Report – 1023 Gordon Street (Ian)
 - g) Convent Skylight
6. Information Items and Handouts:
 - a) Ontario Heritage Trust – 2007 Heritage Community Recognition Award
 - b) HCF Response on Cornerstone Award of Excellence for Renewing Historic Places
 - c) 264 Crawley Road
7. Next Meeting: Monday February 11, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelph

Meeting Minutes



Meeting:	Heritage Guelph (the Municipal Heritage Committee)
Date:	Monday, January 28, 2008
Time:	12 Noon
Location:	Council Committee Room C
Present:	Paul Ross – Chair, Norm Harrison, Lori Gaiardo, Christopher Campbell, Mary Tivy, Lorraine Pagnan, Susan Ratcliffe, Lesley Hayward, Betty-Lou Clark, Doug Haines, Joel Bartlett, Martin Bosch, Ian Panabaker - Heritage Planner, Connie Fach (Recording Secretary), Joan Jylanne – Heritage Planner, Libby Perceival (Volunteer)
Regrets:	Leanne Piper

Discussion Items

Item #	Description	Action By:
	Paul introduced Libby Perceival as the new research volunteer and welcomed her to the meeting.	
1.	<p><u>Approval of Agenda:</u> Moved by Lori Gaiardo seconded by Mary Tivy, “THAT the agenda for the January 28, 2008 meeting of Heritage Guelph be adopted with additions”</p> <p style="text-align: right;">CARRIED</p>	
2.	<p><u>Approval of Minutes from the January 14, 2008 Meeting:</u> Martin Bosch, seconded by Lorraine Pagnan, “THAT the minutes of the meeting of Heritage Guelph held on January 14, 2008 be approved as written.”</p> <p style="text-align: right;">CARRIED</p>	
3.	<p><u>Declaration of Pecuniary Interest:</u> Betty-Lou declared a pecuniary interest in the matter of 126 Norwich Street East.</p>	
4.	<p><u>Matters Arising from Previous Meeting</u> None</p>	
5.	<p><u>Business Items:</u></p> <p>Municipal Registry Update Joan hopes to have Phase I completed by early June.</p> <p>Plaque Ceremony Members were encouraged to attend the presentations taking place at the beginning of the February 25th Council meeting with a reception to follow at the Civic Museum.</p>	



	<p>126 Norwich Street East This property is currently listed for sale. It is the seconded oldest church in the City and it is not designated. Doug will draft a letter to the owner(s) and real estate agent indicating Heritage Guelph's interest in the property as well as its inclusion in the heritage inventory and the Committee's intention to designate in the future.</p>	<p>Doug</p>
	<p>1023 Victoria Road South The Cultural Heritage Resource Photographic Documentation Report for outbuildings only was distributed for information.</p> <p>Moved by Lesley Hayward, seconded by Martin Bosch,</p> <p>“THAT the Cultural Heritage Resource Photographic Documentation Report for outbuildings, prepared by Unterman McPhail Associates for Northmanor Estates Inc. in January 2008, be amended to include the retention and donation to the City of the wooden hay bale hoists currently located in the barn and that Heritage Guelph accept this report as amended.”</p> <p style="text-align: right;">CARRIED</p> <p>It was suggested that an inventory of items stored at the City's storage facility for heritage items should be conducted and a request should be put forward to have some of these items considered for integration into the new Civic Centre.</p>	
	<p>Gummer Building Lloyd Grinham and Jason Ashdown attended that meeting at this time. Council is to consider altering the extent of the demolition to allow removal of the rear wall which is designated and compromised structurally. A revised proposed site plan was distributed for members' review.</p> <p>Moved by Norm Harrison and seconded by Doug Haines,</p> <p>“THAT Heritage Guelph approves the updated proposed site plan submitted and authorizes superstructure work to begin.”</p> <p style="text-align: right;">CARRIED</p>	
<p>6.</p>	<p><u>Information Items and Handouts</u></p> <p>Loretto Convent Lori advised that the skylight is open and allowing the entry of rain and snow. Ian will add this information to his report. He advised that the window openings are currently being secured and the roof, eaves and gutters will be done soon.</p> <p>120 Huron Street - Uniroyal Plant Lorraine advised that this property is currently for sale and questioned if there were any protocols in place to restrict future use. Ian responded that it was in the St. Patrick's</p>	<p>Paul</p>



	<p>Ward Study, on the heritage inventory and earmarked in Amanda. Enquiries on this property would include Planning consultation.</p> <p>Measured Drawings Joan advised that a consultant who does measured drawings would be coming to Guelph on Wednesday for a presentation. Heritage Guelph members are welcome to attend.</p> <p>Old Heritage Guelph Posters Joan advised that a large quantity of these posters were found in the basement of City Hall. The Committee decided to sell them at public functions.</p> <p>Boathouse Renovation Ian advised that the work was almost complete.</p> <p>25 Mitchell Street A letter was sent to the prospective purchaser of 25 Mitchell Street outlining Heritage Guelph's position on this property. A copy of this letter will be sent to the property owner also.</p> <p>Speedvale Avenue East Sinkhole Ian distributed pictures of the Speedvale Mill, formerly located between the Speed River and the Fire Hall. He indicated that the sinkhole reported a couple weeks ago was likely on that site.</p>	
7.	<p><u>Other Matters</u></p> <p>February 25th meeting to include time to set priorities.</p> <p>Sub-Committee chairs to meet on Wednesday morning. Joan will arrange meeting space.</p> <p>The shutters on the Dublin Street facade of the Civic Museum were in disrepair and recently removed. Since there is no substantial information on why the shutters were there in the first place, it is not clear whether or not they will be reinstalled.</p> <p>Ian advised that he authored a chapter on the University of Guelph campus in a recently published book on stone work. He will bring a copy to the next meeting.</p> <p>Chris advised that he will be giving a talk on Canadian Blooms on March 14th at the Metro Convention Centre.</p>	<p>Joan</p> <p>Ian</p>
8.	<p><u>Date of next meeting</u></p> <p>Monday, February 11, 2008 at 12:00 Noon in Council Committee Room 'C'. The meeting adjourned at 2:10 pm.</p>	



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A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the January 28, 2008 Meeting
4. Matters arising from the January 28, 2008 Minutes
5. Business Items:
 - a) 60 Manitoba Initial Research Results
 - b) Hanlon Heritage Maple Grove Preliminary Discussions
 - c) Subcommittee Preliminary Workplan Discussions – Designations Sub-committee and Communications Sub-committee
6. Information Items and Handouts:
 - a) Heritage Resource Centre Correspondence, January 2008
 - b) Guelph Mercury Opinions Article, February 5, 2008-02-06
 - c) Guelph Historical Society Newsletter, January 2008
 - d) Bruce Corley Measured Drawings (available for review)
 - e) Communications Report
 - f) Boissiere House, Trinidad
 - g) Awards
7. Next Meeting: Monday February 25, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelp

Meeting Minutes



Meeting:	Heritage Guelp (the Municipal Heritage Committee)
Date:	Monday, February 11, 2008
Time:	12 Noon
Location:	Council Committee Room C
Present:	Paul Ross – Chair, Norm Harrison, Lori Gaiardo, Mary Tivy, Lorraine Pagnan, Susan Ratcliffe, Lesley Hayward, Betty-Lou Clark, Doug Haines, Joel Bartlett, Leanne Piper, Connie Fach (Recording Secretary), Joan Jylanne – Heritage Planner, Libby Perceival (Volunteer)
Regrets:	Christopher Campbell, Martin Bosch, Ian Panabaker - Heritage Planner

Discussion Items

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u> Moved by Doug Haines, seconded by Lorraine Pagnan, “THAT the agenda for the February 11, 2008 meeting of Heritage Guelp be adopted with additions” CARRIED</p>	
2.	<p><u>Approval of Minutes from the January 28, 2008 Meeting:</u> Moved by Doug Haines, seconded by Susan Ratcliffe, “THAT the minutes of the meeting of Heritage Guelp held on January 28, 2008 be approved as amended.” CARRIED</p>	
3.	<p><u>Declaration of Pecuniary Interest:</u> None</p>	
4.	<p><u>Matters Arising from Previous Meeting</u> Lori noted that the skylight at the convent is still open. Ian will be asked to follow up on this. Susan reported that she has been told that there are legal problems affecting the sale of 126 Norwich Street.</p>	Ian
5.	<p><u>Business Items:</u> 60 Manitoba Street Doug has received a lot of information from Libby on this property, including a connection to a former mayor, councilor and member of parliament. which makes this building one of cultural significance. The owner will be invited to the next meeting for more discussion.</p>	
	<p>Hanlon Heritage Maple Grove</p>	



	<p>This item will be dealt with at the EAC meeting this week. It was suggested that the protection of this woodlot would be best dealt with through the planning process. Barring that, Heritage Guelph could then step in to designate.</p> <p>Moved by Betty-Lou Clark, seconded by Lorraine Pagnan,</p> <p>“THAT Heritage Guelph supports the retention of the Heritage Maple Grove on the Hanlon Creek Business Park property, as well as an appropriate natural setting to ensure the health of the trees and that staff proceed to work towards protection of the grove through applicable legislative tools, including, but not limited to, the OPA, Ontario Heritage Trust and OHA.”</p> <p style="text-align: right;">CARRIED</p>	
	<p><u>Sub-Committee Workplan</u></p> <p>The Sub-Committee Chairs updated the group on their priorities and accomplishments. Joan was directed to add Designation Status Report to future agendas as a regular item.</p>	
<p>6.</p>	<p><u>Information Items and Handouts</u></p> <p>Heritage Resource Centre Correspondence, January 2008 Guelph Mercury Opinions Article, February 5, 2008-02-06 Guelph Historical Society Newsletter, January 2008</p>	
<p>7.</p>	<p><u>Other Matters</u></p> <p>Lorraine reported that the roof has been removed and curved beams are exposed and unprotected at 74 Arthur Street North.</p> <p>Heritage Conservation documents given to Heritage Guelph by Margaret Hill are to be incorporated into the Planning library.</p> <p>Leanne reported on a call from the President of the Army Navy building at 32 Gordon Street. He was looking for information on the former windows and doors of the building.</p> <p>Joan was asked to consider advertising for a Heritage Guelph summer student as soon as possible.</p> <p>Leslie circulated conference list.</p> <p>Susan reported on her presentation to the Standing Committee on Finance and Economic Affairs on January 30, 2008.</p>	
<p>8.</p>	<p><u>Date of next meeting</u></p>	



Monday, February 25, 2008 at 12:00 Noon in Council Committee Room 'C'. The meeting adjourned at 2:10 pm.	
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A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the February 11, 2008 Meeting
4. Matters arising from the February 11, 2008 Minutes
5. Business Items:
 - a) 107 College Ave. W. – Consider Adding to Inventory
 - b) Workplan Presentation by Sub-committee Chairs
 - 1:30 c) 60 Manitoba
6. Information Items and Handouts:
 - a) River Systems Advisory Committee Membership
 - b) Guelph Museums Strategic Plan Questionnaire
 - c) Mississauga Property Standards By-law
7. Next Meeting: Monday March 10, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelph

Meeting Minutes



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Date:	Monday, February 25, 2008
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Regrets:	Ian Panabaker - Heritage Planner

Discussion Items

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u> Moved by Mary Tivy, seconded by Lorraine Pagnan,</p> <p>“THAT the agenda for the February 25, 2008 meeting of Heritage Guelph be adopted with additions”</p> <p style="text-align: right;">CARRIED</p>	
2.	<p><u>Approval of Minutes from the February 11, 2008 Meeting:</u> Moved by Mary Tivy seconded by Christopher Campbell,</p> <p>“THAT the minutes of the meeting of Heritage Guelph held on January 28, 2008 be approved as amended.”</p> <p style="text-align: right;">CARRIED</p>	
3.	<p><u>Declaration of Pecuniary Interest:</u> None</p>	
4.	<p><u>Matters Arising from Previous Meeting</u> Joan had nothing to report regarding the Hanlon Heritage Maple Grove</p>	
5.	<p><u>Business Items:</u></p> <p>107 College Avenue West Leanne and Joan were approached by the son of the current owners regarding possible designation prior to the house being sold. Leanne felt it was an opportunity to designate a modern design.</p> <p>Moved by Martin Bosch, seconded by Lorraine Pagnan,</p> <p>“THAT 107 College Avenue West be added to the heritage inventory and Doug</p>	Doug



	<p>Haines will meet with the current owners to gather information to be used in the designation process for this property.”</p> <p style="text-align: right;">CARRIED</p> <p>Leanne will contact Ken Irvine with this information.</p> <p><u>Workplan</u> Joan reviewed the current workplan. Based on members’ comments, Joan will revise it and re-circulate for discussion at a future meeting.</p> <p><u>60 Manitoba Street</u> The Committee briefly discussed this property based on research provided by Libby. They were joined by the owner, Harold Godwin who advised that his plans are flexible depending on the Committee’s interest in this property. He was asked to return with a proposal for Heritage Guelph’s review and the Designation Sub-committee was asked to prepare a list of architectural elements they would like to see retained. This item will be discussed at the next meeting.</p>	<p>Joan</p> <p>Designation Sub-committee</p>
<p>6.</p>	<p><u>Information Items and Handouts</u></p> <p>Susan is trying to get an appointment to the River Systems Advisory Committee as a Heritage Guelph Representative as she is only allowed to serve on one advisory committee.</p> <p>Members were asked to respond individually to the Guelph Museum Strategic Plan Questionnaire.</p> <p>Copies of the “Standards for Heritage Properties” from the Mississauga Maintenance and Occupancy By-law were circulated for information. The new version will be circulated when available.</p> <p>Norm advised of the possible demolition of the historic house known as the Boissiere House in Trinidad and Tobago and asked that Committee members get involved in trying to save it by adding their names to a petition being distributed on the internet.</p> <p>Moved by Norm Harrison, seconded by Betty-Lou Clark,</p> <p>“THAT Paul be directed to send comments advocating the retention of the Boissiere House in Trinidad and Tobago on behalf of Heritage Guelph.”</p> <p style="text-align: right;">CARRIED</p>	<p>All</p> <p>Paul</p>
<p>7.</p>	<p><u>Other Matters</u></p> <p>Susan asked members to forward information they may have in preparation for Heritage Guelph’s nominations for journalism (Guelph Tribune) and Developer (Tom and John Lammer).</p>	<p>All</p>
<p>8.</p>	<p><u>Date of next meeting</u></p>	



Monday, March 10, 2008 at 12:00 Noon in Council Committee Room 'C'. The meeting adjourned at 2:20 pm.	
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1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the February 25, 2008 Meeting
4. Matters arising from the February 25, 2008 Minutes
5. Business Items:
 - a) 60 Manitoba – Designation Features
 - b) Municipal Registry Update
 - c) Heritage Places Initiative – Additional Nominations
 - d) Heritage Student Update
 - e) Heritage Plaque Ceremony Feedback
- 1:00 c) **9 Douglas - "Stelle" - Heritage Redevelopment Reserve Application**
6. Information Items and Handouts:
 - a) Guelph Historical Society Newsletter, February 2008
 - b) Heritage Matters, Ontario Heritage Trust Publication, February 2008
 - c) CHOnews, March 2008 – Handout at meeting
 - d) Landmarks not Landfill Conference, May 30 – June 1, 2008, Collingwood
7. Next Meeting: Tuesday March 25, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.



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Date:	Monday, March 10, 2008
Time:	12 Noon
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Present:	Paul Ross – Chair, Norm Harrison, Lori Gaiardo, Mary Tivy, Lorraine Pagnan, Susan Ratcliffe, Lesley Hayward, Betty-Lou Clark, Doug Haines, Leanne Piper, Greg Atkinson (Recording Secretary), Joan Jylanne – Heritage Planner, Libby Perceival (Volunteer), Marion Plaunt – Manager of Policy Planning and Urban Design, Ian Panabaker - Heritage Planner
Regrets:	Joel Bartlett, Christopher Campbell, Martin Bosch

Discussion Items

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan, seconded by Betty-Lou Clark, “THAT the agenda for the March 10, 2008 meeting of Heritage Guelp be adopted with additions” CARRIED</p>	
2.	<p><u>Approval of Minutes from the February 25, 2008 Meeting:</u> Moved by Betty-Lou Clark, seconded by Lorraine Pagnan, “THAT the minutes of the meeting of Heritage Guelp held on February 25, 2008 be approved.” CARRIED</p>	
3.	<p><u>Declaration of Pecuniary Interest:</u> None</p>	
4.	<p><u>Matters Arising from Previous Meeting</u> Heritage Guelp was been asked to provide a response to the Guelp Museum Strategic Plan Questionnaire.</p>	Susan
5.	<p><u>Business Items:</u> 60 Manitoba – Designation Features Doug visited the site and met with the owner, who expressed willingness to work with the committee. Doug provided the committee with a list of character defining features, which was discussed.</p>	



	<p>building. Ian suggests that the grant could provide up to \$14,600 for the retention of heritage features, structural work, mould remediation, and consultant fees.</p> <p>Moved by Lesley Hayward, and seconded by Lorraine Pagnan,</p> <p>‘THAT Heritage Guelph support the proposed application for assistance in the reconstruction of 9 Douglas Street under the Heritage redevelopment Reserve Policy and direct Staff to proceed with the report to Council for the project.’</p> <p style="text-align: right;">CARRIED</p> <p>111 Farquhar Street (Gooderham & Worts)</p> <p>The owner is interested in designating this property, which is adjacent to the future transit terminal on Carden Street. It was decided that the committee will send a letter to the owner indicating that the property has been placed on the list of properties to be designated. A copy of the list of properties awaiting designation should also be forwarded along with some recognition that the property will be studied as part of the downtown precinct study and as part of a potential heritage conservation district.</p>	<p>Joan</p> <p>Susan</p>
<p>6.</p>	<p><u>Information Items and Handouts</u></p> <p>Joan provided an overview of communications that have been directed toward the committee (e.g. Guelph Historical Society Newsletter, Heritage Matters, Ontario Heritage Trust Publication, and CHONews)</p> <p>Committee members were asked if there was any interest in attending the Landmarks not Landfill Conference, May 30 – June 1, 2008, in Collingwood.</p>	<p>All</p>
<p>7.</p>	<p><u>Other Matters</u></p> <p>Susan asked committee members to forward any information pertaining to the properties nominated for Heritage Canada awards asap.</p> <p>Ian advised that the owner of 47 Alice Street has listed the property for sale. Ian has provided the real estate agent with a letter explaining the heritage significance of the site.</p> <p>Ian mentioned that the committee should complete the designation of the winter fair wall so the plaque can be installed by October 4, 2008, which is the grand opening of the new City Hall.</p> <p>Ian asked if committee members have any suggestions for what to name the Carden Street area as it’s currently referred to as the precinct.</p>	<p>All</p> <p>Doug/Norm</p> <p>All</p>
<p>8.</p>	<p><u>Date of next meeting</u></p> <p>Tuesday, March 25, 2008 at 12:00 Noon in Council Committee Room ‘C’.</p> <p>The meeting adjourned at 1:50 p.m.</p>	

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A meeting of Heritage Guelph will be held at 12:00 Noon
Tuesday March 25, 2008

**59 Carden St, City Hall
Council Committee Room C - Basement**

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the March 10, 2008 Meeting
4. Matters arising from the March 10, 2008 Minutes
5. Business Items:
 - a) Update on BME Church Designation
 - b) HPI Site Nominations
 - c) Heritage Registry Update
 - d) OPA 37 - Adjacent lands definition concerning protected heritage property
 - e) 47 Alice St. – Demolition Request
 - f) Update on Properties Undergoing Designation
 - g) Update on Accomplishments and Workplan Report – Tentative May 9, 2008
6. Information Items and Handouts:
 - a) Ontario Heritage Trust – Heritage Community Recognition Program – Nomination Deadline Friday July 4, 2008
7. Next Meeting: Monday April 14, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

City of Guelp

Meeting Minutes



Meeting:	Heritage Guelp (the Municipal Heritage Committee)
Date:	Tuesday, March 25, 2008
Time:	12 Noon
Location:	Council Committee Room C
Present:	Paul Ross – Chair, Norm Harrison (Recording Secretary), Mary Tivy, Lorraine Pagnan, Joel Bartlett, Christopher Campbell, Martin Bosch, Susan Ratcliffe, Betty-Lou Clark, Doug Haines, , Joan Jylanne – Heritage Planner, Libby Perceival (Volunteer)
Regrets:	Lesley Hayward, Lori Gaiardo, Leanne Piper, Ian Panabaker

Discussion Items

Item #	Description	Action By:
1.	<p><u>Approval of Agenda:</u> Moved by Betty-Lou Clark, seconded by Lorraine Pagnan, “THAT the agenda for the March 25, 2008 meeting of Heritage Guelp be adopted with additions”</p> <p style="text-align: right;">CARRIED</p>	
2.	<p><u>Approval of Minutes from the March 10, 2008 Meeting:</u> Moved by Doug Haines, seconded by Christopher Campbell, “THAT the minutes of the meeting of Heritage Guelp held on March 10, 2008 be approved.”</p> <p style="text-align: right;">CARRIED</p>	
3.	<p><u>Declaration of Pecuniary Interest:</u> None</p>	
4.	<p><u>Matters Arising from Previous Meeting</u></p> <p>Awards for consistent performance in development of heritage buildings by commercial corporation delayed for alteration of criteria.</p> <p>Nomination of Lammer is now a lower priority.</p> <p>Susan and sub-committee are still working on this.</p>	Susan
5.	<p><u>Business Items:</u></p> <p>BME Church A letter has been sent to the congress of the parent organization in an attempt to acquire support for the designation. Attempts to designate this church have been</p>	



ongoing for over a decade.

Properties Nominated for Heritage Places Initiate

A list is now available. The number of sites is 13. Susan has been collecting pertinent media articles.

Moved by Betty-Lou Clark, seconded by Christopher Campbell,

“THAT the stand of trees known as Maple Grove be added to the Heritage Inventory.”

CARRIED

The Tree Sub-Committee, along with Chris , will be working on creating a new policy for Heritage Guelph relating to trees in City parks after Chris reported that trees in Exhibition Park are dying. Randy Drury is to be contacted about this issue.

Heritage Registry Update

The Clerks Department would welcome the use of the Heritage Guelph student to work on the registry update. No prediction for completion date at this point.

OPA Update

Amending section of OP which requires compatibility of new development with adjacent heritage properties. Want to include property across the smaller public rights-of-way, e.g. lanes.

47 Alice Street

Owner has changed his mind and wishes to proceed to demolition of the accessory structure (former shoe repair shop). The Committee considered meeting with real estate representatives to discuss the heritage resource protection process.

Moved by Lorraine Pagnan, seconded by Betty-Lou Clark,

“THAT Heritage Guelph is opposed to the demolition of the accessory building at 47 Alice Street.”

CARRIED

Moved by Lorraine Pagnan, seconded by Betty-Lou Clark,

“THAT Heritage Guelph recommend Council initiate the designation process for the accessory building on the property known as 47 Alice Street under part 4 of the Heritage Act.”

CARRIED

Properties Undergoing Designation

Potential list put together from many lists back to 1988. Files are available for many. Some designations are pushed by emergencies, others truly deserve to be highest



	<p>priority.</p> <p>Accomplishments and Workplan Report Members to go through to look for anything forgotten. Responses requested by April 11th.</p> <p>Heritage Vignettes Fourteen completed. Rogers unable to do more right now. Susan to email the finished ones to each member and members are asked to forward a list of other suggested properties.</p>	<p>All</p> <p>Susan</p>
6.	<p><u>Information Items and Handouts</u></p> <p>OHT Heritage Community Awards Susan agreed to get a list and forward to members.</p>	<p>Susan</p>
7.	<p><u>Other Matters</u></p> <p>Susan asked committee members to forward any information pertaining to the properties nominated for Heritage Canada awards as soon as possible.</p>	<p>All</p>
8.	<p><u>Date of next meeting</u></p> <p>Tuesday, April 14, 2008 at 12:00 Noon in Council Committee Room 'C'.</p> <p>The meeting adjourned at 1:50 p.m.</p>	

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Tuesday April 14, 2008

59 Carden St, City Hall
Council Committee Room C - Basement

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the March 25, 2008 Meeting
4. Matters arising from the March 25, 2008 Minutes
5. Business Items:
 - a) Update on 60 Manitoba St. and BME Church Designations
 - b) Stelle Designation
 - c) Convent Fundraising
 - d) Communications – Information Package - Samples of locally adapted designated buildings
 - e) Update on Accomplishments and Workplan Report
- 1:00 g) **1453 Gordon - updated Site Plan for redevelopment**
6. Information Items and Handouts:
7. Next Meeting: Monday April 28, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE April 14, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Lori Gaiardo, Mary Tivy, Lorraine Pagnan, Susan Ratcliffe, , Betty-Lou Clark, Doug Haines, Joel Bartlett, Leanne Piper, Christopher Campbell, Martin Bosch, Connie Fach (Recording Secretary), Joan Jylanne (Heritage Planner)

REGRETS Lesley Hayward

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Martin Bosch, seconded by Lorraine Pagnan, “THAT the agenda for the April 14, 2008 meeting of Heritage Guelph be adopted with additions” CARRIED</p>
2	<p><u>Approval of Minutes from the March 25, 2008 Meeting:</u> Moved by Lorraine Pagnan, seconded by Christopher Campbell, “THAT the minutes of the meeting of Heritage Guelph held on March 25, 2008 be approved.” CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> None</p>
5	<p><u>Business Items</u> 60 Manitoba Street and 47 Alice Street Designations Designation Reports for these properties will be presented to CDES on May 9th. Joan circulated a revised Statement of Reasons for Designation for 60 Manitoba Street and asked that any comments be forwarded to her by Wednesday.</p> <p>Elements for inclusion are not yet done for 47 Alice Street but will include both the house and accessory structure as it demonstrates the past work-live relationship. Joan will put the elements list together and distribute. Comments are required by Wednesday.</p>

	<p>Update on Stelle Reserve Fund Submission Draft report has been sent to the City’s Legal Department and to be presented to CDES on May 16th.</p>
	<p>Convent Fundraising Leanne advised that Susan Watson of the Guelph Museum Board has asked Heritage Guelph to partake in the fundraising for this project. A unanimous vote was taken and Committee members present unanimously agreed to pledge support. A steering committee is being struck for the designation process. Timing for designation to be discussed at next meeting. Ian will follow up with Gil Stelter regarding the status of the reports.</p>
	<p>Heritage Resource Centre Research Questionnaire These were distributed to members who were asked to submit individually.</p>
	<p>Plaque for Provincial Winter Fair Building/Fire Hall Ian introduced this topic and it was the consensus of the members that a small plaque would be placed on an exterior wall of the building and, perhaps, a larger one could be placed inside the building. Susan suggested that a provincial plaque could be sought.</p>
	<p><u>1453 Gordon Street</u> Jeff Robinson and John Ruffley of Reid’s Heritage Group attended the meeting at this time to request an alteration to the designation by-law to allow for the removal of the existing kitchen in order to receive site plan approval for their application for an addition to the existing house.</p> <p>Moved by Martin Bosch, seconded by Betty-Lour Clark,</p> <p>“THAT Heritage Guelph has reviewed the April 2, 2008 site plan meeting submission and supports the direction of the proposed adaptive re-use, including the removal of the kitchen extension; and modifications to or removal of the north wall windows;</p> <p>AND THAT Heritage Guelph supports the staff report for Council’s April 28, 2008 meeting recommending the alteration to the designation by-law for 1453 Gordon Street to permit site plan approval by the City’</p> <p>AND THAT Heritage Guelph requests that three copies of a photo-documentation of the heritage resource be provided, to the committee’s satisfaction, prior to the Building Permit being issued.”</p> <p style="text-align: right;">CARRIED</p> <p>Leanne will request the addition of a requirement that Heritage Guelph be added to the consultation list at CDES.</p>
	<p>Landscape Sub-Committee Update The sub-committee met with Nora Chaloner and Judy Martin of the Guelph Urban Forest Committee who have researched the Maple Grove property. A site visit will be organized in the near future for the sub-committee.</p>
	<p>Naming Policy</p>

	Susan will be attending the April 24 th meeting of the Naming Committee. She will send the policy to the committee and HG member responses are to be sent back through her. A report to CDES regarding proposed upgrade within St. George's Park was distributed outlining a proposal for privately funded upgrades within St. George's Park, culminating in a possible dedication and naming.
	Amazing Possibilities (April 18, 2008) Susan has information for anyone interested in registering.
	Jane's Walk (May 3 & 4, 2008) Susan reported on this walk commemorating Jane Jacobs. Information can be found at janeswalk.net.
	Community Heritage Ontario Paul advised that he would be stepping down from this board in June and would be happy to talk to anyone on Heritage Guelph who may wish to take his spot.
	Doors Open Guelph Susan reminded members of this event taking place on April 26 th .
6	Information Items and Handouts: a) CHO Workshop – Kingsville MAHC b) Energy Conservation and a Heritage Home Workshop – Cambridge and Brant County MHC c) Restoration & Conservation of Heritage Structures & Older Buildings Workshop - PJ Materials Consultants Limited d) Further Discussion: News of the Guelph Museums – April 2008 e) 2007 Annual Report – Guelph Museums

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
5	All	April 16, 2008	Comments regarding 47 Alice St. and 60 Manitoba St.
5	Ian	ongoing	Follow up with Gil regarding convent report

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Tuesday April 28, 2008

**59 Carden St, City Hall
Council Committee Room C - Basement**

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the April 14, 2008 Meeting
4. Matters arising from the April 14, 2008 Minutes
5. Business Items:
 - a) Update on 60 Manitoba St. and BME Church Designations
 - b) Stelle Designation
 - c) Update on Properties Undergoing Designation
 - d) Communications – Information Package - Samples of locally adapted designated buildings
 - e) Update on Accomplishments and Workplan Report
 - f) **65 Delhi -- Direction on elements to be protected -- follow-up from site visit**
6. Information Items and Handouts:
7. Next Meeting: Monday May XXX, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES

MEETING	Heritage Guelph
DATE	April 28, 2008
LOCATION	Council Committee Room 'C'
TIME	12 Noon
PRESENT	Paul Ross – Chair, Norm Harrison, Lori Gaiardo, Mary Tivy, Lorraine Pagnan, Susan Ratcliffe, Betty-Lou Clark, Leanne Piper, Christopher Campbell, Martin Bosch, Connie Fach (Recording Secretary), Ian Panabaker (Heritage Planner), Joan Jylanne (Heritage Planner).
REGRETS	Lesley Hayward, Doug Haines, Joel Bartlett

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Mary Tivy seconded by Betty-Lou Clark, “THAT the agenda for the April 28, 2008 meeting of Heritage Guelph be adopted with the addition of New Civic Precinct Naming”</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Approval of Minutes from the April 14, 2008 Meeting:</u> Moved by Christopher Campbell, seconded by Lorraine Pagnan, “THAT the minutes of the meeting of Heritage Guelph held on April 14, 2008 be approved as written.”</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> None</p>
5	<p><u>Business Items</u> Catholic Hill Status Ian distributed copies of the May 19, 2005 meeting of Council dealing with Catholic Hill. Ian suggests it is in Heritage Guelph’s best interest not to rush into designation of this property as it is not in any immediate threat but, rather, wait in order not to slow down the process. The diocese is aware of Heritage Guelph’s interest in designation as well as their ability to start the process when ready. It was felt that a representative from Heritage Guelph should sit on the museum’s design committee in order to protect the Committee’s interests. This matter will be deferred to next meeting.</p>

	<p>BME Church Joan has sent the background report to all 3 Reverends but has not received any response. She will continue to follow up on this.</p>
	<p>77 Westmount Road Joan received an inquiry regarding the possible inclusion of this property on the heritage inventory. Norm felt it is a good example of modern architecture.</p> <p>Moved by Lorraine Pagnan, seconded by Norm Harrison,</p> <p>“THAT 77 Westmount Road be added to the Heritage Inventory.”</p> <p style="text-align: right;">CARRIED</p>
	<p>18 Kathleen Street The owner of the property has asked that it be considered for designation.</p> <p>Moved by Norm Harrison, seconded by Betty-Lou Clark,</p> <p>“THAT 18 Kathleen Street be added to the list of buildings to be considered for designation.</p> <p style="text-align: right;">CARRIED</p> <p>Moved by Leanne Piper, seconded by Susan Ratcliffe,</p> <p>“THAT 107 College Avenue West be added to the list of buildings to be considered for designation.</p> <p style="text-align: right;">CARRIED</p> <p>The Committee agreed to request that owners requesting designation of their properties be asked to supply as much historical information as possible</p>
	<p>Provincial Winter Fair Wall Designation Ian advised that a by-law revision is required to include the Carden Street façade and possibly the footprint of the new building.</p> <p>Moved by Lorraine Pagnan, seconded Martin Bosch,</p> <p>“THAT Ian be directed to report to Council recommending an amendment to By-law 15716 to correct and update Schedule C to include the Carden Street façade.”</p> <p style="text-align: right;">CARRIED</p> <p>The Plaque Committee will look at possibilities for the design of the exterior plaque. The Committee will look at contacting the Heritage Trust Fund regarding the installation of a larger provincial plaque on the site. Ian will forward information on the Provincial site to committee members.</p>
	<p>Maple Grove Site Visit Update The sub-committee, along with Nora Chaloner and Judy Martin of the Guelph Urban Forest Committee, met on site and are concerned with the very small portion of the grove proposed to be</p>

	<p>maintained. They suggested that 7 acres are required in order to preserve the existing hedgerow, beech tree, existing old plantings and existing old growth forest. Joan advised that this subdivision has already received OMB approval and the Kortright Neighbourhood Group has already argued the same points at the OMB hearing. Peter Cartright will be invited to attend the next Heritage Guelph meeting to provide information and possible solutions.</p>
	<p>65 Delhi Street Chris Tremeer and Bill Curtis from Family and Children Services attended the meeting at this time to discuss F & CS's recent acquisition of this building. They indicated that the façade and presence of this building is what prompted their organization's interest in this property and they have no intention of altering these features. Lori informed the group that through her extensive research on this building, she found that the "U" shape construction was originally designed to isolate disease and prevent cross contamination. She expressed that these features should not be altered. The Committee cautioned that roof work would be required in the near future and the agency should explore options of working with the existing slate roof. The Committee also requested a pictorial history be compiled.</p>
	<p>Naming Committee Update Susan reported on her attendance at the April 24th meeting of the Naming Committee. She advised of the difficulty of separating facilities available for naming versus those that should be excluded. Other issues involved naming rights being allowed for financial gain versus naming for deserving non-monetary contributors. A clear framework needs to be identified and there is a need to identify what current named facilities are not available for renaming. Committee members were asked to forward their comments to Susan.</p>
	<p>John Galt Day Susan asked if the Committee would be participating in the festivities again this year. Leanne advised that this year's event would likely be done to a lesser scale as last year was the first one.</p>
	<p>Jane's Walk (May 3 & 4, 2008) Susan reported on this walk commemorating Jane Jacobs. Information can be found at janeswalk.net.</p>
	<p>1453 Gordon Street This is before Council tonight. The barn has been removed.</p> <p>146 Downey Road A site visit has been scheduled for this Friday at noon.</p>
6	<p>Information Items and Handouts:</p> <ul style="list-style-type: none"> a) Tariff Fee Waiver for Municipal Heritage Committee Members b) 60 Cardigan and 1-7 Douglas St. Designation By-laws at Council, April 28th, Council Chambers starting at 7:00 p.m. c) 60 Manitoba and 47-49 Alice St. Notice of Intention to Designate at CDES, May 9th, Council Chambers starting at 9:30 a.m. d) ACO Rural Waterloo/Wellington Bus Tour, May 24, 2008 9:00 a.m. – 4:00 p.m.
7	<p>Next Meeting: Monday, May 12, 2008 at 12 Noon in Council Committee Room C</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
5	Joan	Ongoing	Contact BME Church representatives
5	Ian	Ongoing	Forward information to Committee regarding Provincial Plaque contacts.
5	Joan	May 12, 2008	Invite Peter Cartright to next meeting regarding Maple Grove site
5	All	Ongoing	Forward comments to Susan regarding naming rights
5	All	May 2, 2008	Site visit – 146 Downey Road

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday May 12, 2008

59 Carden St, City Hall
Council Committee Room C - Basement

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the April 28, 2008 Meeting
4. Matters arising from the April 28, 2008 Minutes
5. Business Items:
 - a) Guelph Museum Committee Representation
 - b) 107 College Ave. West – List of Potential Heritage Attributes
 - c) Municipal Registry Update
 - 12:30PM d) Heritage Maple Grove – Peter Cartwright, Bill Luffman(owner)
 - 1:00 PM e) 268/270 Woolwich Street – Owner, Roof Repair
 - 1:30 PM f) 146 Downey Road – Jeremy Grant, Development Proposal & Heritage Resources Discussion
6. Information Items and Handouts:
 - a) 60 Manitoba and 47-49 Alice St. Notice of Intention to Designate status
 - b) ACORN – Spring 2008 Issue
7. Next Meeting: Monday May 26, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE May 12, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Doug Haines, Joel Bartlett, Mary Tivy, Lorraine Pagnan, Susan Ratcliffe, Betty-Lou Clark, Christopher Campbell, Connie Fach (Recording Secretary), Ian Panabaker (Heritage Planner), Joan Jylanne (Heritage Planner).

REGRETS Lesley Hayward, Lori Gaiardo, Leanne Piper, Martin Bosch,

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Mary Tivy seconded by Lorraine Pagnan, “THAT the agenda for the May 12, 2008 meeting of Heritage Guelph be adopted with the addition of Mississauga Property Standards By-law and Ingram Farm Update. CARRIED</p>
2	<p><u>Approval of Minutes from the April 28, 2008 Meeting:</u> Moved by Christopher Campbell, seconded by Betty-Lou Clark, “THAT the minutes of the meeting of Heritage Guelph held on April 28, 2008 be approved as amended.” CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> None</p>
5	<p><u>Business Items</u> Guelph Museum Committee Representation No update on this item</p>

	<p>107 College Avenue West</p> <p>Doug distributed a handout on this property listing the attributes that are indicative of the 1950s/1960s. Leanne will follow up with the owners' son regarding their commitment to have it designated. Doug noted that, with its large lot size and location, it is prime for higher density development and cautioned that the committee should keep an eye on it in the event that it is not designated. Joan suggested that, if the current owners agreed, a clause could be included in the sale documents compelling the designation. Paul suggested providing an itemized list of items of interest to the real estate agent.</p>
	<p>Municipal Registry Update</p> <p>Joan indicated that the registry should be complete within a month and advised of the need to notify all owners of properties on the registry of Council's deliberation. Paul, Joan and Susan will work on a communication strategy which will include information regarding renovation options for buildings on the inventory and include real estate agents and lawyers in its circulation.</p>
	<p>Heritage Maple Grove</p> <p>Peter Cartwright of Economic Development and Bill Luffman, representing the property owner, attended the meeting at this time. Paul outlined the Committee's concerns regarding the existing maple grove. Mr. Luffman advised that the design drawings for the subdivision were ongoing and ensured that the area in question would be protected during construction scheduled to commence later this summer. Mr Luffman was asked if there was a possibility of a land trade in order to preserve the area and he indicated that discussions with the City were ongoing. Mr. Cartwright noted that the owner has already indicated an intention of preserving more land than required by the OMB. Mr. Luffman noted that the economic feasibility of the proposed industrial complex did not allow for more outdoor amenity space to be allocated to the preservation of the existing natural heritage. Chris reported that there were trees outside of the designated area that are of interest and suggested that the field line should be included in the protected area which would encompass the existing row of cherry trees. Mr. Luffman responded that the proposed grading pattern for the site would likely adversely affect these trees and reminded the committee that this proposal would hinder the development design. He also noted that approximately two thirds of the maple grove appears to be protected and all other areas are to be graded. Joan also reminded committee members that the archeological assessment was done and a clearance letter has already been issued by the Ministry. She will request a copy of this document from Al Hearne. Lorraine asked if Mr. Luffman would allow the collection of genetic material from these plants and he indicated his willingness to allow this. Chris will follow up on this with the University of Guelph Arboretum.</p>
	<p>268-270 Woolwich Street</p> <p>Geoff Newton, owner of this property, attended the meeting at this time seeking advice regarding a proposed roof replacement. He indicated that the roof shingles differed in that one unit had hand cut cedar shingles while the other unit had machine cut cedar shingles. He has a prospective buyer lined up but, due to a leak in the roof this spring, the sale is hinging on what type of roof is allowed and the cost associated. Mr Newton indicated that he has capped his portion of the payment and the prospective purchaser would have to pay the amount over and above this figure and is therefore considering asphalt shingles as a less costly alternative. Doug suggested that the original designation did not specifically address the roof itself, outside of the roofline. Paul noted that several other limestone buildings in the immediate area have asphalt shingles. Mr. Newton is unsure at this time whether or not the roof will have to be replaced. It may simply be that a small repair is required. He has been unable to find a roofer willing to take a look at it right now. He needs to know what options</p>

	are acceptable in order to respond to the offer to purchase. Norm agreed to investigate what type of roof was in place at the time of designation.
	<p>146 Downey Road</p> <p>Jeremy Grant attended the meeting at this time to present his development proposal for this property. This 3 acre parcel fronts onto Downey Road and backs onto the Hanlon Creek wetland. It consists of a house, large 6 bay shed and stone barn foundation. Mr. Grant indicated that the property was given to the diocese over 30 years ago conditional to the sale proceeds going to the local Catholic Society. Committee members attended to this site last week and Mr. Grant would like to know the Committee's expectations for this property. The Committee would like to see the house retained in situ and the stones from the barn foundation used to create an entrance feature or other landscape feature. They had no interest in the large shed but would like to see the retention of as many trees as possible. Mr. Grant appeared to be in agreement with the Committee's request. The developer's approach would be to maintain the house as a single residential unit.</p>
6	<p>Information Items and Handouts:</p> <p>a) 47 Alice Street and 60 Manitoba Street Joan advised that both designations were presented to the CDES Committee and the committee approved the Manitoba Street designation. Joan further noted that she had met with the Manitoba Street property owner earlier today and advised that he had just read the report on his property and did not support the designation as had been indicated in the committee report. Joan will set up a conference call with the owner and Paul to discuss the merits of designation. CDES did not approve the Alice Street designation. This will be reported to Council when they deliberate on these properties at their meeting on May 26th. Lorraine would like to see a Heritage Guelph committee member available to present both designation submissions to Council.</p> <p>b) ACORN – Spring 2008 issue received</p> <p>c) Mississauga Property Standards By-law – Norm has not looked into this yet.</p> <p>d) Ingram Farm – This property will be before Council for designation but is prioritized quite low as it is City owned and, therefore, not at risk.</p> <p>e) Architect studies on the McWilliams Road farm are now complete and the property owner is ready to seek Council approval for the demolition of the house and barn. The owner is also looking for suggestions regarding who might be interested in the antique seed drill, having contacted local museums.</p> <p>f) Members were asked to let Paul know by email if they will be attending the Collingwood Conference at the end of May.</p>
7	Next Meeting: Monday, May 26, 2008 at 12 Noon in Council Committee Room C

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
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5	Leanne	Ongoing	Consult with Ken Irvine regarding 107 College Avenue West
5	Paul, Susan, Joan	Ongoing	Communications Strategy for Municipal Registry
5	Chris	May 12, 2008	Investigate the arboretum's interest in obtaining-genetic materials from plants within the Maple Grove.
5	Norm	May 12, 2008	Roofing material on 270 Woolwich Street at time of designation.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday May 26, 2008

<p>59 Carden St, City Hall Council Committee Room C - Basement</p>
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A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the May 12, 2008 Meeting
4. Matters arising from the May 12, 2008 Minutes
5. Business Items:
 - a) Review of Draft Reports – Stelle Financial Assistance, 1 Carden St. Designation Amendment, 475 McWilliams Demolition, Heritage Guelph Information Update – June 2008
 - b) Heritage Maple Grove Update – genetic materials collection, etc.
 - c) 270 Woolwich St. Update – roof materials
 - d) York District Update – ORC Management Plan
 - e) Collingwood Heritage Conservation Conference Attendance – May 30 – June 1, 2008
 - 1:00 PM f) 77 Westmount -- proposed renovation to breezeway
6. Information Items and Handouts:
 - a) 60 Manitoba and 47-49 Alice St. Notice of Intention to Designate status – Council May 26, 2008
 - b) Guelph Museum Committee Representation
 - c) Heritage Research Assistant Position
7. Next Meeting: Monday June 9, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE May 26, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Doug Haines, Joel Bartlett, Mary Tivy, Lorraine Pagnan, , Betty-Lou Clark, Christopher Campbell, Leanne Piper, Martin Bosch, Lesley Hayward, Connie Fach (Recording Secretary), Ian Panabaker (Heritage Planner), Joan Jylanne (Heritage Planner), James Jackson (Heritage Summer Student).

REGRETS Lori Gaiardo, Susan Ratcliffe

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Christopher Campbell, seconded by Lorraine Pagnan, “THAT the agenda for the May 26, 2008 meeting of Heritage Guelph be adopted with the addition of summer meeting schedule, Heritage Conservation District and Community Heritage Ontario. CARRIED</p>
2	<p><u>Approval of Minutes from the May 12, 2008 Meeting:</u> Moved by Betty-Lou Clark, seconded by Mary Tivy, “THAT the minutes of the meeting of Heritage Guelph held on May 12, 2008 be approved as amended.” CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> 107 College Avenue West Leanne has forwarded information on designation process to owner but has had no response to date.</p>

	<p>Mississauga's new Property Standards By-law Norm updated the Committee on Mississauga's new Property Standards By-law. He indicated that the amendment dealt with the maintenance of heritage buildings and is to be before their Council this Wednesday. Norm and Heritage Staff will monitor the process. Copies of the by-law will be made available to attendees at the Heritage Planners of Ontario meeting in mid-June which Ian will be attending.</p> <p>Status of Summer Student James Jackson was introduced to the group. He is a University of Guelph history major, geography minor graduate. He officially starts on Wednesday.</p> <p>268-270 Woolwich Street Norm advised that the file photo taken at time of designation shows a textureless roof finish which was definitely not shakes. Joan will advise Mr. Newton of this finding and, if necessary, an email vote on replacement materials can be taken.</p>
5	<p><u>Business Items</u></p> <p>Stelle Financial Assistance Report going to Council on June 6 recommending that an annual grant of \$2,670 per year for ten years be paid out.</p> <p>1 Carden Street, Designation Amendment Report going to Council on June 6 to amend designation to include the full extent of the restored Provincial Winter Fair wall.</p> <p>475 McWilliams Road, Demolition Report going to Council on June 6 recommending approval of demolition of existing house and outbuildings. Ian advised that the seed drill would be stored at Heritage Guelph's storage facility.</p> <p>Paul will try to attend the June 6 meeting of CDES or send a designate.</p>
	<p>Heritage Maple Grove Mary and Betty-Lou have reviewed the portion of the archeological report that was made available to them and have concerns about the effectiveness of the protection offered. Ian clarified that archeological reports go directly to the Province who then send a clearance letter to the affected municipality. This information was offered in explanation of why the entire archeological report was not available to the sub-committee. Christopher indicated that the Committee must be clear about what can about the protected area and consider such things as dust, salt and grade changes. He also advised that he has been in contact with Alan Watson from the University of Guelph regarding collecting samples for their gene bank and was advised that they already have samples from local growth similar in type and age from this area. Discussion continued on the difficulty of protecting a rural landscape when no heritage building is included on the property. Doug questioned if the Committee could recommend that the stormwater management and water tables be investigated but Joan indicated that the grading plan was done and approval is imminent. Lorraine has concerns about future plans for Forestell Road which could have a negative impact on this area as well as to the ponds alongside the road. Paul indicated that the Urban Tree Policy will cover future scenarios and wants Heritage Guelph to be circulated on these issues.</p>

	<p>Moved by Lorraine Pagnan, seconded by Betty-Lou Clark,</p> <p>“THAT a sub-committee review today’s comments and compile recommendations and options that might be appropriate to give Heritage Guelph a mandate to look at cultural landscape issues.”</p> <p style="text-align: right;">CARRIED</p> <p>Moved by Doug Haines, seconded by Christopher Campbell,</p> <p>“THAT a letter be sent to CDDS, asking for verification of due diligence regarding the change in grades and water table on the grove site.”</p> <p style="text-align: right;">CARRIED</p>
	<p>77 Westmount Road</p> <p>Mr. Eleveld (co-owner) and Shelley Krieger (prospective tenant) attended the meeting to gather information regarding renovation options for this building to accommodate a café in the existing breezeway area for which Committee of Adjustment approval was granted in 2006. They presented preliminary drawings for the Committee’s review. They were cautioned to respect the verticality and horizontality of the existing façade. Their vision is to utilize as much glass as possible to retain an open feeling and they do not intend to change the colour of the exterior of the building. The Committee did not like the dormer shown on the drawings and Mr. Eleveld agreed that this would be remodelled. He agreed to bring back conceptual plans as they develop. The Red Brick Café hopes to meet a targeted September opening. Leanne advised that she has the original furniture from the building.</p>
	<p>York District Update – ORC Management Plan</p> <p>Joan advised that the draft RFP is pending and the Province is looking at building integrity to determine what is worth keeping. Ian advised that the ORC want to reconstruct the culverts and the main road into the Reformatory lands. He further reported that the construction documents were currently being prepared and bridge replacements/restorations were pending.</p>
	<p>Collingwood Heritage Conservation Conference</p> <p>Paul and Doug will be attending. Doug has agreed to take Paul’s seat on the board of CHO and Paul will be joining the board of ACO.</p>
<p>6</p>	<p>47 Alice Street and 60 Manitoba Street</p> <p>Both designation reports will be considered by Council tonight. Paul and Lorraine will be attending as delegations. Both properties are being considered for their cultural significance and not their architectural significance and both properties are opposed to the designation. Leanne agreed to ask for photographic documentation and site plan review by Heritage Guelph if these designations do not receive Council’s approval.</p> <p><u>Guelph Museum Committee Representation</u> Recommendation to Council in June.</p> <p><u>Summer Meeting Date Proposal</u></p>

	Norm circulated proposed meeting dates for July and August and committee members were asked to indicate their preference to Norm via email.
7	Next Meeting: Monday, June 9, 2008 at 12 Noon in Council Committee Room C

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
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4	Leanne	Ongoing	Follow up with owner(s) of 107 College Avenue West
4	Joan	ASAP	Advise Mr. Newton of Committee's findings regarding 268-270 Woolwich Street
5	Paul	June 6	Attend CDES meeting or send an alternate
5	Maple Grove Sub-Committee	June 9	Review comments from this meeting and compile recommendations and options that might be appropriate to give Heritage Guelph a mandate to look at cultural landscape issues.
5	Staff	ASAP	Send letter to CDDS asking for verification of due diligence regarding the change in grades and water table on the grove site.
6	Leanne	May 26, 2008	In the event that Council do not support the designation of 47 Alice Street and 60 Manitoba Street, ask for photographic documentation and site plan review by Heritage Guelph.
6	All	ASAP	Respond to Norm on preferred summer meeting schedule

MEETING MINUTES



MEETING **Heritage Guelph**

DATE June 9, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Joel Bartlett, Mary Tivy, Lorraine Pagnan, , Christopher Campbell, Leanne Piper, Martin Bosch, Lesley Hayward, Lori Gaiardo, Susan Ratcliffe, Connie Fach (Recording Secretary), Ian Panabaker (Heritage Planner), Joan Jylanne (Heritage Planner), Libby Perceival (Volunteer)

REGRETS Doug Haines, Betty-Lou Clark

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan, seconded by Mary Tivy</p> <p>“THAT the agenda for the June 9, 2008 meeting of Heritage Guelph be adopted with the addition of reports on conference attendance.</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Approval of Minutes from the May 12, 2008 Meeting:</u> Moved by Mary Tivy, seconded by Lorraine Pagnan</p> <p>“THAT the minutes of the meeting of Heritage Guelph held on May 26, 2008 be approved as written.”</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u></p> <p>268-270 Woolwich Street Consensus of the Committee was grey/black shingles would be acceptable. Members were advised that the two units were sold to separate purchasers and only 270 Woolwich Street needs a new roof.</p>

<p>5</p>	<p><u>Business Items</u></p> <p>475 McWilliams Road, Demolition Approved by Council.</p> <p>1 Carden Street Approved by Council.</p>
<p>6</p>	<p>47-49 Alice Street and 60 Manitoba Street Council approved both reports by a narrow margin. Leanne suggested that Council may have been affected by several things, such as the lack of architectural significance and the fact that both property owners opposed the designations. She suggested protection under a conservation district may be a more appropriate means of designation. Joan indicated that the appeal period ends on July 11th and then automatically goes to the Conservation Review Board. The Committee is concerned that Council needs to understand that the owners' wishes should not carry weight in the decision to designate a property. Due to the circumstances surrounding these properties and the process followed, Paul suggested that a more formal approach should be followed when delegations are present. He further suggested that applicants should not be involved in the discussion once they have presented and that general discussion should occur among Committee members at a meeting prior to when the delegate is present. Joan advised that she has requested procedural information from the Conservation Review Board. Paul noted that the CHO offers workshops on Conservation Review Board hearings.</p>
	<p>Heritage Property Communications Susan indicated that the website was not clearly set up to make information easy to find regarding Heritage Guelph and that it needs to address frequently asked questions. Joan indicated that the designated property information is currently being posted on the website by Connie. Joan further advised that over 4,000 properties are included in the inventory when encompassing both inventories as well as others added by the Committee. Staff are investigating how best to make this information readily accessible.</p> <p>117 Liverpool Street Members discussed their findings from last week's site visit. It was the committee's opinion that there are many better examples of Italianate architecture in the city. It was felt that it would be virtually impossible to make good use of the space without expensive and extensive interior demolition and renovation. Members are concerned about the valued greenspace and asked that a tree inventory and map be submitted prior to any demolition, along with a plan for their retention. Ian will arrange another site visit for those members who were unable to attend the first one for June 23rd at 11pm.</p> <p>Ontario Medal for Good Citizenship The committee will not put forward a nomination but members can forward nominations individually.</p> <p>Gummer Building Ian reported that the steel is being erected in the back of the building and building permit applications have been submitted. Site plan approval has not been granted yet. The massing, footprint and back can be dealt with but the front façade approval will be withheld for the time being.</p>

	<p>Conferences Susan encouraged members to attend the Ontario Historical Society's Conference in Guelph this weekend. Mary reported on her attendance at the Alliance for Historical Landscape Preservation. Paul reported on his attendance at the Collingwood Heritage Conservation Conference.</p>
	<p><u>Summer Meeting Date Proposal</u> Summer meeting dates are June 23, July 14 and August 11. Joan will send out a new schedule.</p> <p>74 Arthur Street North' The Committee reviewed requests from the owner for various issues surrounding the renovation. They do not want to see aluminium soffits. If the owner can provide evidence of shutters previously being installed on the windows, they have no issue with them being installed again. Chris was quite certain that there used to be shutters. The Committee would like to review drawings for his proposal to install a window on the Arthur Street façade. They do not want to see the use of stone for the rebuilding of the kitchen wing. They agree with the colour choice of gray/beige for the porch and rain gutters and beige for the stucco.</p>
7	Next Meeting: Monday, July 14, 2008 at 12 Noon in Council Committee Room C.

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
6	Joan	ASAP	Send out revised meeting schedule
6	Ian	ASAP	Arrange site visit for 117 Liverpool Street for June 23 rd at 11am

MEETING MINUTES

MEETING **Heritage Guelph**

DATE June 9, 2008

LOCATION Council Committee Room 'C'
TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Joel Bartlett, Mary Tivy, Lorraine Pagnan, , Christopher Campbell, Leanne Piper, Martin Bosch, Lesley Hayward, Lori Gaiardo, Susan Ratcliffe, Connie Fach (Recording Secretary), Ian Panabaker (Heritage Planner), Joan Jylanne (Heritage Planner), Libby Perceival (Volunteer)

REGRETS Doug Haines, Betty-Lou Clark

DISCUSSION ITEMS

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2	<p><u>Approval of Minutes from the May 12, 2008 Meeting:</u> Moved by Mary Tivy, seconded by Lorraine Pagnan</p> <p>“THAT the minutes of the meeting of Heritage Guelph held on May 26, 2008 be approved as written.”</p> <p>CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u></p> <p>268-270 Woolwich Street Consensus of the Committee was grey/black shingles would be acceptable. Members were advised that the two units were sold to separate purchasers and only 270 Woolwich Street needs a new roof.</p>

<p>5</p>	<p><u>Business Items</u></p> <p>475 McWilliams Road, Demolition Approved by Council.</p> <p>1 Carden Street Approved by Council.</p>
<p>6</p>	<p>47-49 Alice Street and 60 Manitoba Street Council approved both reports by a narrow margin. Leanne suggested that Council may have been affected by several things, such as the lack of architectural significance and the fact that both property owners opposed the designations. She suggested protection under a conservation district may be a more appropriate means of designation. Joan indicated that the appeal period ends on July 11th and then automatically goes to the Conservation Review Board. The Committee is concerned that Council needs to understand that the owners' wishes should not carry weight in the decision to designate a property. Due to the circumstances surrounding these properties and the process followed, Paul suggested that a more formal approach should be followed when delegations are present. He further suggested that applicants should not be involved in the discussion once they have presented and that general discussion should occur among Committee members at a meeting prior to when the delegate is present. Joan advised that she has requested procedural information from the Conservation Review Board. Paul noted that the CHO offers workshops on Conservation Review Board hearings.</p>
	<p>Heritage Property Communications Susan indicated that the website was not clearly set up to make information easy to find regarding Heritage Guelph and that it needs to address frequently asked questions. Joan indicated that the designated property information is currently being posted on the website by Connie. Joan further advised that over 4,000 properties are included in the inventory when encompassing both inventories as well as others added by the Committee. Staff are investigating how best to make this information readily accessible.</p> <p>117 Liverpool Street Members discussed their findings from last week's site visit. It was the committee's opinion that there are many better examples of Italianate architecture in the city. It was felt that it would be virtually impossible to make good use of the space without expensive and extensive interior demolition and renovation. Members are concerned about the valued greenspace and asked that a tree inventory and map be submitted prior to any demolition, along with a plan for their retention. Ian will arrange another site visit for those members who were unable to attend the first one for June 23rd at 11pm.</p> <p>Ontario Medal for Good Citizenship The committee will not put forward a nomination but members can forward nominations individually.</p> <p>Gummer Building Ian reported that the steel is being erected in the back of the building and building permit applications have been submitted. Site plan approval has not been granted yet. The massing, footprint and back can be dealt with but the front façade approval will be withheld for the time being.</p>

	<p>Conferences Susan encouraged members to attend the Ontario Historical Society's Conference in Guelph this weekend. Mary reported on her attendance at the Alliance for Historical Landscape Preservation. Paul reported on his attendance at the Collingwood Heritage Conservation Conference.</p>
	<p><u>Summer Meeting Date Proposal</u> Summer meeting dates are June 23, July 14 and August 11. Joan will send out a new schedule.</p> <p>74 Arthur Street North' The Committee reviewed requests from the owner for various issues surrounding the renovation. They do not want to see aluminium soffits. If the owner can provide evidence of shutters previously being installed on the windows, they have no issue with them being installed again. Chris was quite certain that there used to be shutters. The Committee would like to review drawings for his proposal to install a window on the Arthur Street façade. They do not want to see the use of stone for the rebuilding of the kitchen wing. They agree with the colour choice of gray/beige for the porch and rain gutters and beige for the stucco.</p>
7	Next Meeting: Monday, July 14, 2008 at 12 Noon in Council Committee Room C.

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
6	Joan	ASAP	Send out revised meeting schedule
6	Ian	ASAP	Arrange site visit for 117 Liverpool Street for June 23 rd at 11am

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday June 23, 2008

59 Carden St, City Hall Council Committee Room C - Basement
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AGENDA

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the June 9, 2008 Meeting
4. Matters arising from the June 9, 2008 Minutes
5. Business Items:
 - a) Heritage Plaque Wording
 - b) 14 Clarence St.
 - 1:00 PM c) 117 Liverpool
6. Information Items and Handouts:
 - a) Art on the Street Information Kiosk (July 19th) – June 26th deadline
7. Next Meeting: Monday July 14, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE June 23, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Joel Bartlett, Mary Tivy, Lorraine Pagnan, Christopher Campbell, Doug Haines, Betty-Lou Clark, Leanne Piper, Martin Bosch, Lesley Hayward, Connie Fach (Recording Secretary), Ian Panabaker (Heritage Planner), Libby Perceival (Volunteer), James Jackson (Summer Student).

REGRETS Lori Gaiardo, Susan Ratcliffe, Joan Jylanne (Heritage Planner)

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan, seconded by Betty-Lou Clark, “THAT the agenda for the June 23, 2008 meeting of Heritage Guelph be adopted with the addition of 132 Clair Road West.”</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Approval of Minutes from the May 12, 2008 Meeting:</u> Moved by Mary Tivy, seconded by Martin Bosch, “THAT the minutes of the meeting of Heritage Guelph held on June 9, 2008 be approved as amended.”</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> None</p>
5	<p><u>Business Items</u> Heritage Plaque Wording</p>

James prepared proposed wording for plaques for 74 Arthur Street North, 60 Cardigan Street, 67-71 Wyndham Street North, 1-7 Douglas and 1 Carden Street. Norm and Betty-Lou agreed to meet with James later this week to finalize the wording. Members were asked to forward suggestions to James. Joel suggested that a ceremony should be held for the presentation of these plaques prior to February 2009.

14 Clarence Street

James met with the owner who intends to demolish or renovate the shed in the rear yard which was reported to be the original Haliburton Ice Factory site. James was directed to organize a site visit and provide research. Some members questioned whether this site is in fact the site of the original business as old photos show the business on the Armtec site on the river. The house at this location is on the Couling inventory but the shed is not on either inventory. More details are required from the owner regarding the extent of the proposed renovation/demolition and whether or not it includes the house. Betty-Lou would like the Committee to investigate the possibility of designating the laneway that runs from Kerr Street to Clarence Street.

132 Clair Road West

Members discussed the fire that destroyed this vacant house on the weekend. The committee had indicated interest in this house and its potential for re-use. Building Services had been notified to have it secured under the Property Standards By-law and follow-up correspondence is on file from Building Services as evidence that they did follow up with the property owner. Ian suggested that the committee should consider immediate designation on vacant structures of interest instead of relying on other enforcement practices. Paul asked the other vacant buildings currently on the inventory be identified and that additional monitoring be requested. Leanne and Ian will submit a list to Paul and he will prepare a letter to Jim Stokes of Corporate Property Services requesting this additional monitoring. Lorraine reported that a motion was passed by Council several years ago in response to the Danby fire that vacant buildings be better monitored and secured. Martin knows the owner of 132 Clair Road West and agreed to encourage him to demolish the barn as soon as possible and donate all re-usable materials the Re-Use Building Centre or the Mennonite Disaster Relief Organization.

Moved by Leanne Piper, seconded by Leslie Hayward,

“THAT, upon submission of an application to demolish drive shed and/or barn at 132 Clair Road West, Heritage Guelph will request a photographic record be submitted, prior to issuance of building permit.”

CARRIED

117 Liverpool Street

Mr. Allen Remley, potential purchaser of this property, attended the meeting at this time to identify the Committee's interest in this property. Members agreed, in principle, that there is little restoration potential due to the numerous additions and renovations that have occurred. Chris felt that the green space and trees are the most valuable element of the property and a tree survey will influence the location of any development. While it is possible to move the original 1 ½ storey cottage. Mr. Remley felt that this was not a cost effective option. Since there are no known photos of the original building, it would be counter-productive to ask that the building be restored to its original state. There was discussion that elements of the house may have been moved and implemented into the additions from the nearby First Congregational Church. Leanne felt that, if that is the case, these remnants should be

	<p>offered to the Guelph Museum who would likely want to add this to their collection. Mr. Remley was asked to salvage all architectural elements, including but not limited to baseboards, windows for potential re-use in other historical buildings.</p> <p>Moved by Martin Bosch, seconded by Mary Tivy,</p> <p>“THAT, due to the lack of adaptive re-use and deteriorating condition, Heritage Guelph does not wish to pursue designation for the property known as 117 Liverpool Street conditional to a thorough professional comprehensive heritage report, prepared by a member of the Canadian Association of Heritage Professionals including architectural, historical and landscape elements being submitted at no cost to the city. Heritage Guelph further requests the opportunity to comment on proposed redevelopment of this property.”</p> <p style="text-align: right;">CARRIED</p> <p>Ian agreed to provide Mr. Remley with information regarding the Canadian Association of Heritage Professionals.</p>
6	<p><u>Information Items</u></p> <p>264 Crawley Road Ian reported that the owners of this property have submitted a letter confirming that security measures are being taken to protect this vacant property and attached a copy of their insurance.</p> <p>Art on the Street Information Kiosk Betty-Lou will be attending the event on July 19th and will distribute Heritage Guelph information as the Committee’s representative.</p>
7	Next Meeting: Monday, July 14, 2008 at 12 Noon in Council Committee Room C.
8	<p><u>Other Matters</u></p> <p>74 Arthur Street North Ian reported that the porch was now being put back on and the chimneys restored. Doug Haines noted that plywood was being put on the roof and Ian will follow up on this.</p> <p>124 Glasgow Street North Chris reported that the neighbourhood is considering purchasing the corner portion of the property if the owner’s plans fall through.</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
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5	All	Ongoing	Norm and Betty-Lou to meet with James and other members asked to forward comments/suggestions regarding plaque wording.
5	James	Ongoing	Arrange site visit and provide research information regarding 14 Clarence Street.
5	Leanne/Ian	Ongoing	Prepare list of vacant building currently on heritage inventory.
5	Paul	Ongoing	Prepare letter to Jim Stokes requesting additional monitoring for vacant buildings on heritage inventory.
5	Ian	ASAP	Provide Mr. Remley with contact information for the Canadian Association of Heritage Professionals.
6	Ian	ASAP	Investigate use of plywood for roof at 74 Arthur Street North.

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday July 14, 2008

59 Carden St, City Hall
Council Committee Room C - Basement

AGENDA

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the June 23, 2008 Meeting
4. Matters arising from the June 23, 2008 Minutes
5. Business Items:
 - a) Election of Heritage Guelph Representative for Loretto Convent/Civic Museum Steering Committee - 1st meeting August 6th 10 a.m. - noon (See attached Committee Report)
 - b) 14 Clarence St. Development Query
 - c) 21 Douglas St. (County Registry Office) - Consideration for Inclusion on Heritage Inventory
 - d) 109 College Ave. - Update
 - e) 108 Queen St., Background Report
 - f) 81 Farquhar St., Background Report
 - g) 9 Douglas St. Background Report and Statement of Reasons for Designation
 - h) Heritage Plaque Wording - Mavis Bank, Robert Stewart Lumber Mill, The Victoria Hotel, Brownlow Block/The Gummer Building, Provincial Winter Fair Building
 - i) 47-49 Alice Street and 60 Manitoba Updates
6. Information Items and Handouts:
 - a) Information Update Report, June 2008
 - b) CHO News Conservation Review Board Series, Jan., March and June 2007
 - c) Heritage Matters (Ontario Heritage Trust publication), June 2008
7. Next Meeting: Monday August 11, 2008
Location: Council Committee Room C
8. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE July 14, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Joel Bartlett, Mary Tivy, Lorraine Pagnan, Christopher Campbell, Doug Haines, Betty-Lou Clark, Leanne Piper, Martin Bosch, Lesley Hayward, Lori Gaiardo, Susan Ratcliffe, Joan Jylanne (Heritage Planner), Connie Fach (Recording Secretary), Libby Perceival (Volunteer), James Jackson (Summer Student).

REGRETS Ian Panabaker

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan, seconded by Martin Bosch, “THAT the agenda for the July 14, 2008 meeting of Heritage Guelph be adopted with the addition of 1416 Gordon Street.”</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Approval of Minutes from the May 12, 2008 Meeting:</u> Moved by Martin Bosch, seconded by Christopher Campbell “THAT the minutes of the meeting of Heritage Guelph held on June 23, 2008 be approved as amended.” (Date of Art on the Street should be July 19th)</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> <u>Vacant Buildings</u> Paul has prepared a letter to Jim Stokes requesting additional monitoring of vacant buildings. Martin advised that the gas tanks are being removed from 132 Clair Road West and a demolition application would be submitted shortly.</p>

Business Items

Loretto Convent/Civic Museum

Moved by Lorraine Pagnan, seconded by Betty-Lou Clark,

“THAT Mary Tivy be appointed as the Heritage Guelph representative for Loretto Convent/Civic Museum Steering Committee with Christopher Campbell acting as her back-up.”

CARRIED

14 Clarence Street

James confirmed that this structure was used in conjunction with the Haliburton Ice Company and circulated his report on the property. The owner is willing to retain the inner structure but wants to demolish the outer structure. Paul will prepare a letter advising that Heritage Guelph does not oppose demolition of the outer shed structure but requests retention of the inner structure.

21 Douglas Street

This property was presented as the only building on Douglas Street not on the Heritage Inventory.

Moved by Leanne Piper, seconded by Martin Bosch,

“THAT 21 Douglas Street, including the cairn, be added to Heritage Guelph’s Heritage Inventory.”

CARRIED

109 College Avenue West

Leanne advised that this property has been sold. It remains on the City’s Heritage Inventory.

9 Douglas Street

James’ preliminary background report was distributed for information.

Moved by Leanne Piper, seconded by Mary Tivy,

“THAT the Committee proceed with the designation of 9 Douglas Street.”

CARRIED

81 Farquhar Street

Libby’s preliminary background report was distributed for information.

Moved by Martin Bosch, seconded by Betty-Lou Clark,

“THAT the owners be forwarded a copy of Libby’s report and advised of Heritage Guelph’s interest in pursuing designation of 81 Farquhar Street and a request be made to allow a site visit for Committee members. This property is also to be added to the heritage registry.”

CARRIED

5

108 Queen Street

Libby's preliminary background report was distributed for information.

Moved by Leanne Piper, seconded by Mary Tivy,

“THAT the owners be forwarded a copy of Libby's report and advised of Heritage Guelph's interest in pursuing designation of 108 Queen Street and a request be made to allow a site visit for Committee members.”

CARRIED

Heritage Plaques

Moved by Norm Harrison, seconded by Betty-Lou Clark,

“THAT letters be sent to the property owners of 74 Arthur Street North, 60 Cardigan Street, 67-71 Wyndham Street North, 1-7 Douglas and 1 Carden Street, outlining proposed wording of plaques, as amended, for their approval.”

CARRIED

47-49 Alice Street / 60 Manitoba Street

Objections were received for both of these proposed designations. Lorraine reported that the property at 60 Manitoba Street appears vacant and is not being maintained, specifically long grass and open gate.

Moved by Betty-Lou Clark, seconded by Lorraine Pagnan,

“THAT Heritage Guelph lodge a Property Standards complaint against 60 Manitoba Street.”

CARRIED

1416 Gordon Street

This property is not on the Burcher-Stokes or Couling inventory. The new property owners wish to demolish the house which was built in 1930 and is included in the definition contained in the Official Plan. James will research the property and set up a site visit.

Communications Committee Update

Susan responded to recent public concerns that property owners were unaware of restrictions specific to their properties, advising that, while designation of a property is registered on title, it is not possible to register on title inclusion on the heritage registry or heritage inventory. She hopes to meet with the Real Estate Board offering seminars and self-learning packages (brochures). Leanne suggested a notice could be placed in the Guelph Mercury's Real Estate flyer. She will also suggest that the Real Estate Board add a website link to the City's Heritage site.

Libby's Departure

Paul thanked Libby for her numerous contributions to the Committee and commended her on her

	excellent research skills. The Committee wished her much success as she returns to Australia to continue her education.
6	<p><u>Information Items</u></p> <p>Handouts CHO News Conservation Review Board Series, Jan., March and June 2007 Heritage Matters (Ontario Heritage Trust publication), June 2008</p>
7	Next Meeting: Monday, August 11, 2008 at 12 Noon in Council Committee Room C.
8	<p><u>Other Matters</u></p> <p>Information Update Joan circulated this for members' information. It was suggested that future updates contain information pertaining to leadership and continuous improvement initiatives members are involved with concerning other heritage organizations (e.g. ACO, CHO).</p> <p>Height By-law (Church of Our Lady) Norm indicated he would be interested in educating Council of the 3 elements of the by-law as he was involved in the initial research and writing of the by-law.</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
5	Paul	Ongoing	Prepare letter to owner of 14 Clarence Street requesting retention of the shed's inner structure.
5	James	ASAP	Contact owners of 108 Queen Street and 81 Farquhar, forward copy of report and arrange site visit.
5	Joan		Forward a complaint to Property Standards for their investigation on 60 Manitoba Street.
5	James	ASAP	Conduct research and arrange a site visit for HG members on 1416 Gordon Street.
6	Joan	Ongoing	Include information outlining leadership and continuous improvement initiatives members are involved with concerning heritage organizations (e.g. ACO, CHO).

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday August 11, 2008

59 Carden St, City Hall
Council Committee Room C - Basement

AGENDA

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the July 14, 2008 Meeting
4. Matters arising from the July 14, 2008 Minutes
5. Business Items:
 - a) Draft Code of Conduct
 - b) Heritage Places Initiative - 15 additional nominations
 - c) 65 Wyndham St. N. (West End Bakery) - designation
 - d) Ontario Heritage Trust Award Nomination - deadline Sept. 26th
6. Subcommittee & Committee Representative Updates
 - a) Designation
 - b) Communications
 - c) Planning
 - d) Plaques
 - e) Downtown, Official Plan Update, York District, River Systems, Loretto Convent, Municipal Naming Policy
7. Information Items and Handouts
 - a) Newsroom - Firm Selected for New Guelph Civic Museum Design
8. Next Meeting: Monday September 8, 2008
Location: Council Committee Room C
9. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE August 11, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Susan Ratcliffe, Lori Gaiardo, Lorraine Pagnan, Leanne Piper, Martin Bosch, Joan Jylanne (Heritage Planner), Lesley Hayward, James Jackson (Heritage Summer Student).

REGRETS Joel Bartlett, Betty Lou Clark, Christopher Campbell, Mary Tivy, Doug Haines, , Ian Panabaker (Heritage Planner), Connie Fach (Recording Secretary)

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan, Seconded by Martin Bosch</p> <p>“THAT the agenda for the August 11, 2008 meeting of Heritage Guelph be adopted”</p> <p>That 12 Mont St. and 348 Woolwich St. designations be added as to the Agenda as items 5e) and 5f), respectively. And that the river walk be added as an information item.</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Approval of Minutes from the July 14, 2008 Meeting:</u> Moved by Martin Bosch, seconded by Lorraine Pagnan</p> <p>“THAT the minutes of the meeting of Heritage Guelph held on July 14, 2008 be approved as amended.” Under “approval of the minutes” the reference to May 12 be changed to June 23.</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u></p> <p>Contact with 14 Clarence Street Paul Ross inquired whether or not any contact had been made with the owner of 14 Clarence Street</p>

	<p>regarding the former ice shed. James assured the committee that he had emailed the owner with the committee’s recommendation, and that a copy of the email was in the heritage file.</p>
<p>5</p>	<p>Business Items Draft Code of Conduct</p> <p>Paul Ross made it known that Clerks had requested Heritage Guelph to review the draft code and to let them know if the committee approved of the material. Norman expressed his concern over the term “perform their duties”, as outlined in the Code of Conduct. The amount of ‘homework’ required of members can be a greater commitment than expected. Other committee members endorsed this concern. Leanne Piper reminded everyone that the basic responsibilities of the committee members were to attend the meetings and to provide their insight; anything above and beyond this was strictly voluntary.</p> <p>A general concern was expressed over how committee members may be influencing the public’s decision. Norm, however, reminded us that as citizens of Guelph who are concerned with the conservation of the City’s heritage, we should be exerting our influence; it is a part of our mandate. Martin Bosch stated that, as Heritage Guelph members, our opinions on heritage properties and decisions must remain ‘in the room’. If a committee member opposes the decisions carried by the rest of the committee, their responsibility is to stand behind Heritage Guelph’s decision.</p> <p>Moved by Lorraine Pagnan, seconded by Martin Bosch</p> <p>“THAT we, the Heritage Guelph Committee, accept the terms of reference included in Council’s Draft Code of Conduct”</p> <p style="text-align: right;">CARRIED</p>
	<p>Heritage Places Initiative - 14 Additional Nominations</p> <p>Joan discussed the list of properties compiled by the researchers from the Heritage Places Initiative and that we only have 4 remaining designated properties in Guelph that have not yet been nominated for designation.</p> <p>Paul suggested that we should contact HPI and organize the nomination of Guelph’s 4 properties that have not yet been selected.</p>
	<p>65 Wyndham St. N. (West End Bakery) – Designation</p> <p>With regards to the 65 Wyndham report compiled by Libby, Joan said that she could find no motion in past minutes that supported the designation of the property. Joan also requested that an edit be made to the designated features of the property to include <u>only</u> the front façade of the building, and asked that committee members move to accept the report.</p> <p>Leanne requested that the use of the word ‘vernacular’ to describe the building style be removed. Lorraine also suggested that we include the buildings more current use as a bakery in the chronology of the structure’s use. Joan mentioned this was included in the report but not the statement of reasons to keep things concise. Lesley also requested that the word “Neo-classical” be removed from the building description, a request that Norman questioned due to the use of the phrase by Burcher-Stokes. After some discussion, the phrase was omitted from the report, as was the word vernacular.</p>

	<p>Moved by Leanne Piper, seconded by Lorraine Pagnan.</p> <p>“THAT we proceed with the designation of the West End Bakery, as amended”</p> <p style="text-align: right;">CARRIED</p>
	<p>Ontario Heritage Trust Award Nomination – Deadline September 26th, 2008</p> <p>Joan asked Committee members if they felt we should proceed with a nomination for this year. Paul suggested we might be better off waiting for next year to nominate Guelph in the hopes of having an established Heritage Conservation District by then, which would increase our chances of winning.</p> <p>Lori Gaiardo, after reviewing the guidelines for the award and noticing the population cut-off for smaller towns is 125,000 , asked what Guelph’s population was. Joan estimated that Guelph is around 118,000. Lori than expressed concern that if we wait until next year, our population might be past that threshold of 125,000 and would place us in stiffer competition with larger municipalities with larger budgets than Guelph. Paul suggested that we proceed with nomination for this year rather than waiting.</p>
	<p>12 Mont Street and 348 Woolwich Street</p> <p>James distributed his background report for 12 Mont Street and the Reasons for Designation for 348 Woolwich Street, stating his regret that he could not get the 348 Woolwich Street background report finished for the meeting.</p> <p>James also agreed to circulate the photos of 348 Woolwich and the report to committee members once he was finished.</p>
<p style="text-align: center;">6</p>	<p>Subcommittee & Committee Representative Updates</p> <p>a) Designation – Diplomat Hotel</p> <p>Joan stated how Libby had completed the report for the Diplomat Hotel, with some holes that still needed to be filled in. Martin expressed his concern over the declining condition of the structure, and stated that we must be pro-active in designating the building to try and save it; we should not wait any longer.</p> <p>Joan suggested that she could organize a meeting with Building and Property Standards to help ease the decline of the building by having inspectors enter the building. She stated that designation alone may not serve to protect the building, and gave the Petrie Building as an example. Paul reiterated this by saying that we could explore other avenues of action prior to requesting designation. Lorraine than stated we should introduce some form of financial incentive for property owners to care for their older structures, such as urban design incentives, tax breaks, etc.</p> <p>Moved by Leanne Piper, seconded by Martin Bosch</p> <p>“THAT Heritage Guelph requests Building and Property Standards to send inspectors to assess the condition of the Diplomat Hotel”</p> <p style="text-align: right;">CARRIED</p>

b) Communications

Susan Ratcliffe asked if there had been any response from the Real Estate industry regarding their education and knowledge surrounding heritage structures in Guelph, and how these properties are being listed.

Joan said that she was in the process of gathering this information and that she would pass it along ASAP. Paul also provided Susan with a handout (provided by Betty Lou) outlining a course designed to educate Realtors; Susan suggested we could copy that template for our own purposes of educating Realtors about heritage properties in Guelph.

Susan also inquired about including a slogan on the new waste schedules for the City of Guelph, “Landscapes Not Landfill” to promote the conservation of heritage structures based on the amount of waste produced and energy used when demolishing them. By putting an environmental spin on things, we may be able to attract more supporters.

c) Planning

None

d) Plaques

Joan indicated that letters containing the plaque wording developed by James and the plaque sub-committee had been distributed to property owners and that we are waiting for their responses.

e) Downtown, River Systems, Loretto Convent

Norm asked if there had been any connection made between Mississauga’s Heritage Planner and Heritage Guelph concerning their Property Standards By-Law for protecting vacant or abandoned properties. Joan stated that she had not made a connection with them, but Paul reminded the committee that Doug had a contact in Mississauga that he was going to get in contact with. An article from the London Free Press was circulated by Leanne, and it was written about protecting these types of properties.

Susan stated that she was no longer on the River Systems Committee but is a resource to the Committee, which provides information on the impacts of development on local waterways and adjacent lands. The committee is also concerned with the ecological and heritage impacts of new developments near waterways, and that they are designing a map of the historic waterways in Guelph and suggested that Heritage Guelph provide insight into this project. She still receives the meeting minutes and will update the committee accordingly. Susan also discussed a project that she was involved with, along with OPIRG (Ontario Public Interest Group) and the ACO (Architectural Conservancy of Ontario) in Guelph and Wellington County. The project is called “The River Remembers” and involves walking tours of the historic waterways in and around Guelph. It was scheduled to coincide with the annual Guelph regatta, and despite the cancellation of the regatta, the tours would proceed as planned. It is being used as a fund raiser for OPIRG and ACO, and also to raise local awareness. She distributed leaflets to committee members, and tours will be held August 13, 14 & 17 from 4:00 – 5:30 pm.

Leanne suggested that, given the renovations being done to the Loretto Convent for the new Guelph Civic Museum, now would be a good time to try and establish a Guelph Heritage Centre to ease the frustration often faced by researchers when trying to utilize archives and other resource material within

	the City of Guelph. Committee members agreed this would be a good idea.
7	Next Meeting: Monday, September 8 th , 2008 Council Committee Room C

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
5	Staff	ASAP	Inform Council that Heritage Guelph accepts the Draft Code of Conduct
5	James	ASAP	Contact HPI and request that the remaining 4 designated properties in Guelph be nominated for the heritage places registry Complete report on 348 Woolwich and circulate to committee members along with photographs taken during site visit
5	Joan	ASAP	Amend 65 Wyndham (West End Bakery) report
5	Staff	September 26 th 2008	Organize Guelph's nomination for the Ontario Heritage Trust Award
5	Mary/Chris	ASAP	Advise the Loretto Convent Steering Committee of the need and value of establishing a Guelph Heritage Centre in the new museum.
6	Susan	Ongoing	Provide feedback from River Systems Committee minutes to Heritage Guelph Members as they become available
6	Joan	ASAP	Contact Building and Property Standards regarding the condition of the Diplomat Hotel
6	Joan	ASAP	Pass on information to Susan about communications with realtors regarding heritage property listings. Also find out the status of the City's Environmental Calendar

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday September 8, 2008

59 Carden St, City Hall Council Committee Room C - Basement
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AGENDA

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the August 11, 2008 Meeting
4. Matters arising from the August 11, 2008 Minutes
5. Business Items:
 - a) 40 Nottingham, demolition
 - b) 68 Ontario St.
 - c) Ontario Heritage Trust Award Nomination – deadline Sept. 26th
 - 12:30 PM d) 123 Grange St.
 - 1:00 PM e) 49 Albert St., Porch Design
 - f) Committee Priorities and Structure Discussion
6. Subcommittee & Committee Representative Updates
 - a) Designation
 - b) Communications
 - c) Planning
 - d) Plaques
 - e) Downtown, Official Plan Update, York District, River Systems, Loretto Convent, Municipal Naming Policy
7. Information Items and Handouts
8. Next Meeting: Monday September 22, 2008
Location: Council Committee Room C
9. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE September 8, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Lori Gaiardo, Lorraine Pagnan, Martin Bosch, Joan Jylanne (Heritage Planner), Joel Bartlett, Betty Lou Clark, Christopher Campbell, Mary Tivy, Lesley Hayward, Ian Panabaker (Heritage Planner), Connie Fach (Recording Secretary)

REGRETS Doug Haines, Leanne Piper, Susan Ratcliffe

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Martin Bosch, seconded by Lorraine Pagnan, “THAT the agenda for the September 8, 2008 meeting of Heritage Guelph be adopted. with the addition of 77 Suffolk Street West.”</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Approval of Minutes from the August 11, 2008 Meeting:</u> Moved by Martin Bosch, seconded by Norm Harrison, “THAT the minutes of the meeting of Heritage Guelph held on August 11, 2008 be approved as amended.” Under “Business Item, changes to Draft Code of Conduct and Heritage Places Initiative.”</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> None to report</p>
5	<p><u>Business Items</u> 40 Nottingham Street Moved by Martin Bosch, seconded by Lorraine Pagnan,</p>

	<p>“THAT Heritage Guelph does not oppose the demolition of the house located at 40 Nottingham Street subject to the following conditions:</p> <ol style="list-style-type: none"> 1) The owner provide a photographic record of the site, including documentation of the demolition, to the City for its records. 2) Salvage of quality material be carried out where possible. 3) The property owner contact Heritage Guelph prior to the demolition and allow members to be on site to conduct an architectural assessment.” <p style="text-align: right;">CARRIED</p> <p>Heritage Guelph members would also like to be consulted on the infill replacement dwelling.</p>
	<p>123 Grange Street Shawn Miner, new owner of 123 Grange Road, attended the meeting to request the Committee’s approval to demolish the rear addition on the house. His intent is to remove it as it is in bad shape and seal up the back entrance. He intends to maintain the integrity of the front and side facades, refurbishing the existing windows and has no intention of altering the main structure. Joan agreed to email Mr. Miner the names and contact information of the Committee members, inviting him to contact them for information or guidance during his restoration project. Joan further agreed to inform Building Services of Heritage Guelph’s decision relating to this demolition request.</p> <p>Moved by Lorraine Pagnan, seconded by Mary Tivy,</p> <p>“THAT Heritage Guelph does not oppose the proposed demolition of the rear addition at 123 Grange Street.”</p> <p style="text-align: right;">CARRIED</p>
	<p>68 Ontario Street James had previously advised Heritage Guelph members of a possible renovation proposal for this building, including covering over the brick with a limestone plaster material, resulting from the potential sale of this property. Betty-Lou confirmed that the property is listed on MLS and is owned by co-workers of hers. Lorraine noted that the current red brick is typical of the area and period of the building. Joan will follow up with the real estate agent to determine the status of the sale as there are 3 buildings situated on the property and advise that the Committee does not want to see any of the buildings re-clad.</p>
	<p>Ontario Heritage Trust Award Nomination – Deadline September 26th, 2008 Ian advised that Brenda Boisvert, the City’s Manager of Strategic Plan Initiatives, also received the nomination. He will co-ordinate this with Brenda and Susan Ratcliffe, as chair of the Communications Sub-Committee.</p>
	<p>77 Suffolk Street West Concerns have been brought to a Committee member’s attention regarding the lack of maintenance of this property which is on the inventory but not designated. Discussion followed regarding the need to identify heritage properties that are in need of repair/upgrades and how property standards enforcement can be applied.</p>

	<p>Moved by Betty-Lou Clark, seconded by Lorraine Pagnan,</p> <p>“THAT Heritage Guelph consider a policy identifying properties and/or structures, whether designated or inventoried that require upgrades/maintenance and follow up with a complaint to the Property Standards Inspectors to ensure that demolition by neglect does not occur.”</p> <p style="text-align: right;">CARRIED</p>
	<p>Committee Priorities and Structure Discussion</p> <p>Paul, Ian and Joan met with Jim Riddell (Director of Community Design and Development Services) and Marion Plaunt for a progress report. Paul advised that Ian and Joan are not exclusively devoted to Heritage Guelph and many other projects pull them away. Paul advised that Jim indicated that a full-time or part-time Heritage Planner may be a possibility. Paul would like to see the committee focus on the registry and conservation district with less emphasis on individual designations. He is hopeful that the registry will be considered by Council on October 10. He wants to meet with Planning staff and others to determine priorities. Joan was asked to try to set this up for November 24. Paul introduced a new format for sub-committees, reducing the number to 2. A list and breakdown of responsibilities was distributed. Members were asked to review the list and advise whether they'd like to stay. They are more than welcome to be on both. Regular general HG meetings will take place the second Monday of the month and the sub-committees will meet on the fourth Monday of the month.</p>
6	<p>1453 Gordon Street</p> <p>Betty-Lou voiced concern regarding the windows at this site. Members agreed that these windows were temporary.</p> <p>Loretto Convent</p> <p>Chris advised that he has attended meetings pertaining to the redevelopment of this property. He noted that access to the new museum will not be allowed from the church property to the rear of the convent lands. A new parking lot will have to be constructed with access from Cork Street.</p>
7	<p>Next Regular Meeting: Tuesday, October 14, 2008 Council Committee Room C.</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
5	Joan	ASAP	Forward Committee member info to Shawn Miner And notify Building Services of HGs support for demolition of rear addition.
5	Joan	ASAP	Contact realtor for 68 Ontario Street to advise of HG's opinion regarding possible re-cladding
5	Ian	September 26, 2008	Co-ordinate Ontario Heritage Trust Award

			Nomination with Brenda Boisvert and Susan Ratcliffe
5	All	Ongoing	Consider policy regarding heritage properties in need of repair/upgrades
5	Joan	November 24, 2008	Arrange meeting with Planning staff to determine priorities

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
TUESDAY October 14, 2008

59 Carden St, City Hall
Council Committee Room C - Basement

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the September 8, 2008 Meeting
4. Matters arising from the September 8, 2008 Minutes
5. Business Items:
12:30 60 Manitoba St. – redevelopment plans
 - a) Municipal Register Expansion Proposal (Status Update)
 - b) 47-49 Alice St Conservation Review Board Update
 - c) 126 Norwich St. E.
6. Subcommittee & Committee Representative Updates
 - a) Designation
 - b) Communications
 - c) Downtown, Official Plan Update, York District, River Systems, Loretto Convent, Municipal Naming Policy
7. Information Items and Handouts
 - a) Membership Term Re-appointment Reminder
 - b) GRCA Cultural Mapping – www.grandriver/heritage/ (Layer in GRIN)
 - c) 2008 Young Heritage Leaders Program – Deadline October 31, 2008
8. Next Meeting: Monday November 10, 2008
Location: Council Committee Room C
9. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE October 14, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Norm Harrison – Chair, Lorraine Pagnan, Martin Bosch, Joan Jylanne (Heritage Planner), Joel Bartlett, Susan Ratcliffe, Betty Lou Clark, Doug Haines, Mary Tivy, Connie Fach (Recording Secretary)

REGRETS Paul Ross, Leanne Piper, Christopher Campbell, Lori Gaiardo, Lesley Hayward, Ian Panabaker (Heritage Planner)

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan, seconded by Mary Tivy,</p> <p>“THAT the agenda for the October 14, 2008 meeting of Heritage Guelph be adopted with the addition of ACO meeting announcements (Susan).”</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Approval of Minutes from the September 8, 2008 Meeting:</u> Moved by Betty-Lou Clark, seconded by Martin Bosch</p> <p>“THAT the minutes of the meeting of Heritage Guelph held on September 8, 2008 be approved as amended.” Under “Business Item, indicate that the real estate agents handling the listing of 68 Ontario Street are also the current owners”</p> <p style="text-align: right;">CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u> 117 Liverpool Street Joan will follow up with Ian and report back at the next meeting with an update.</p> <p>40 Nottingham Street</p>

	<p>Joan advised that an application for a demolition permit has been submitted for this property and Heritage Guelph’s conditions are being followed.</p> <p>Ontario Heritage Trust Award Nomination Due to timing restraints, there will be no submissions this year.</p> <p>Urban Growth Centre Secondary Plan Ian would like a member of Heritage Guelph to join this advisory committee. Joel volunteered.</p> <p>Municipal Register Update Joan advised that the report to CDES was pulled by the Chair at the last minute possibly due to the large number of inquiries. Doug suggested that the language of the letter was somewhat confusing and suggested that a revised notice be considered. Joan suggested that an update would be posted on the website and delegations and other interested people would be notified. She also suggested an information open house be held to address these concerns and suggested that members would be asked to volunteer to help at such an event. She also suggested that volunteers would be sought to identify discrepancies between the mailing list and register listings</p>
5	<p>60 Manitoba Street Ben Polley (new owner) attended the meeting at this time to outline some of the renovation ideas he has for this building. He outlined the constraints he sees with this building as well as the opportunities to preserve the façade and core features while incorporating modern energy initiatives. He indicated the key short term renovations he would like to make.</p> <p>Moved by Martin Bosch, seconded by Mary Tivy,</p> <p>THAT Heritage Guelph wishes to thank Mr. Polley for his interest in sympathetically integrating new initiatives into this heritage building and that they are supportive of the renovation options he presented as follows:</p> <ul style="list-style-type: none"> • Lifting the single storey portion as it is not level to the rest of the house and remove the ceiling in this portion to expose the wide plank sheathing. This would raise the ridge line by 8”. • Replacing roof with ribbed steel, standing-seam steel or simulated cedar and install roof integrated photovoltaic solar panel on west roof of 1 ½ storey and/or south roof of single storey. Re-installing the west wall window (currently removed) and add window on west side of 1 1/2 storey portion, under the existing porch. • Removal of the existing mudroom on east side and reconstruct an awning roof or mudroom entry in different location. • Building a straw bale single story addition with flat green roof behind existing single storey portion. • Installing a natural thermal ventilation system with a cupola style roof vent on each ridge of the existing roof, sited as per likely original chimney positions. • Installing a 6’tall by 7’ wide wind turbine on the extreme north end of the 1 1/2 storey portion to minimize visibility from the street. • Installing a solar thermal air collector on the 1 ½ storey Manitoba Street façade.

	CARRIED
	<p>Joan advised that the City's Legal Department is handling the Conservation Review matter related to this property.</p> <p>47-49 Alice Street Joan advised of the ongoing outstanding Conservation Review matters and noted that Mr. Cleveland and his lawyer have separate objections. The hearing date is scheduled for December 3 and 4. Joan advised that Steven Robinson is a Heritage Consultant retained by the City to deal with heritage matters of the hearing.</p> <p>126 Norwich Street Joan advised that this property has been purchased by the Muslim Society for use as their new church. Doug agreed to contact the new owners regarding designation possibilities. Betty-Lou will obtain contact information for Doug.</p>
6.	<p><u>Subcommittee & Committee Representative Updates</u> Updates deferred to next regular meeting.</p>
7.	<p><u>Information Items and Handouts</u></p> <p>Membership term Re-appointment Reminder Members whose terms are up will be receiving letters and advertisements will be running in the local newspaper.</p> <p>GRCA Cultural Mapping GRAC cultural mapping to be launched next Heritage Day (February 2009). Members are encouraged to review the site and provide comments to Joan.</p> <p>2008 Young Heritage Leaders Program Information provided.</p>
8	Next meeting – Monday November 10, 2008 in Council Committee Room C.

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
4	Joan	ASAP	Follow up with Ian regarding update on 117 Liverpool Street
5	Doug/Betty-Lou	ASAP	BL to forward contact information to Doug regarding 126 Norwich Street East so he can approach them regarding designation possibilities.

5	All	Ongoing	Review GRCA Cultural Mapping site and provide comments to Joan.
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HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday November 10, 2008

59 Carden St, City Hall Council Committee Room C - Basement
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AGENDA

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the October 14, 2008 Meeting
4. Matters arising from the October 14, 2008 Minutes
5. Business Items:
 - a) Municipal Register Expansion Proposal (Status Update)
 - b) 88 London Rd. W - Roof Designation/Repairs
 - c) 117 Liverpool
 - d) Ministry of Citizenship and Immigration Awards - Jan. 10 - 25th closing dates
6. Subcommittee & Committee Representative Updates
 - a) Designation
 - b) Communications
 - c) Downtown, Official Plan Update, York District, River Systems, Loretto Convent, Municipal Naming Policy
7. Information Items and Handouts
 - a) Council Code of Conduct
 - b) GRCA Cultural Mapping - www.grandriver/heritage/ (Layer in GRIN)
8. Next Meeting: Monday December 8, 2008
Location: Council Committee Room C
9. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE November 10 , 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Norm Harrison, Lorraine Pagnan, Martin Bosch, Joan Jylanne (Heritage Planner), Joel Bartlett, Susan Ratcliffe, , Christopher Campbell, Doug Haines, Mary Tivy, (Recording Secretary) Leanne Piper, Lesley Hayward

REGRETS Lori Gaiardo, Ian Panabaker (Heritage Planner), Betty Lou Clark

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan, seconded by Lesley Hayward, “THAT the agenda for the November 10, 2008 meeting of Heritage Guelph be adopted. CARRIED</p>
2	<p><u>Approval of Minutes from the October 14, 2008 Meeting:</u> Moved by Martin Bosch, seconded by Lorraine Pagnan, “THAT the minutes of the meeting of Heritage Guelph held on October 14, 2008 be approved. CARRIED</p>
3	<p><u>Declaration of Pecuniary Interest:</u> None</p>
4	<p><u>Matters Arising from Previous Meeting</u></p> <p>60 Manitoba Street The renovation plans for 60 Manitoba Street will be brought forward to Heritage Guelph by owner Ben Polley, when the architectural drawings are prepared.</p> <p>Municipal Register of Cultural Heritage Properties Update Joan reported that the Municipal Register open-house session held from 9-10 am. on November 7,</p>

(just prior to the Community Design and Development Services Department [CDES] meeting concerning the Municipal Register) was a success with about 20-30 people attending.

The subsequent CDES meeting resulted in a friendly amendment to the motion to expand the Municipal Register, permitting property owners to request removal from the Register with reasonable cause. A notice to this effect will be published in the local newspaper prior to the November 24 Guelph City Council meeting concerning the expansion of the Municipal Register. Joan advised that there will be delegations to Council on that meeting date concerning the Municipal Register, and Paul Ross agreed that he will be present to represent Heritage Guelph, and Susan Ratcliffe will attend as President of the Waterloo-Wellington branch of the ACO. Leanne advised the CDES meeting that some communities provide tax incentives to heritage property owners.

Discussion ensued on 2 aspects of the friendly amendment to expand the Municipal Register:

- 1) **Process of Removal of Properties from Register:** Joan advised that the notice in the paper on the amendment to expand the Municipal Register will list a deadline for submission of requests for removal of properties. Requests will be forwarded to Heritage Guelph. Doug recommended that a Heritage Guelph meeting be set aside to consider these requests. Doug advised that a user guide with explanations of heritage criteria and a format for submission be provided to those requesting removal. Susan agreed that some form of guide and background to the Burcher-Stokes inventory needs to be made available to these property owners. Lesley added that it is the role of Heritage Guelph and Guelph City Council to evaluate the heritage components of a property and not the home owner, and that with stated criteria and effective communication Heritage Guelph can prevent unnecessary “nuisance requests” for property removal. Lorraine concurred that property-owners need both definitions and criteria for their property’s inclusion on the Municipal Register. Martin noted that these criteria are already present in the notice received by property-owners on notification of the inclusion of their property in the Register. Joan advised that properties removed from the Municipal Register will remain on the inventory of cultural heritage properties and reviewed again at a later date, and Leanne requested that home owners be invited to submit objections/requests for removal only if their property listing on the expanded Register contains mistakes.
- 2) **Burcher-Stokes Inventory Criteria:** Mary asked if the Burcher-Stokes listed criteria used in compiling their inventory in the report document. Leanne suggested that Heritage Guelph meeting minutes from 2003 when Frank Burcher presented the inventory report, should list these criteria.

117 Liverpool Street Update

Joan advised that the developer of this property is submitting new plans and holding a neighbourhood meeting regarding his infill design.

126 Norwich Street

Doug stated he was unable to reach the property purchaser regarding proposed changes to the property indicated by the selling real estate agent. These changes: removal of pews, replacement of asphalt roof with steel fabric and replacement of windows at rear do not require building permits and will not come before Heritage Guelph. Joan suggested we request photo documentation of the church prior to renovations. Paul suggested Heritage Guelph offer its services and assistance to the owner in

	<p>this regard. Doug agreed to contact the property owner with these requests and report back to the next regular Heritage Guelph committee meeting.</p>
<p>5</p>	<p>88 London Road West, “Parkview”</p> <p>Joan advised that the owners of this property are requesting permission to replace the deteriorating slate roof with a different roofing material, citing slate-roof replacement costs and interior water damage. Lesley noted that the slate roof is a character-defining-element and should remain in the by-law designation, which was in place when the current owners purchased the property. Doug added that the homeowner’s ability to pay for maintenance of designated elements is not within the purview of Heritage Guelph. Chris noted that slate can be repaired and asked if this option or another alternative had been fully investigated. Joel suggested the homeowner conduct cost comparisons. Other issues with this property regarding designated elements at risk were discussed: Chris noted that a rear porch that is part of the designation has been altered, as has elements of the front entrance. Susan asked what procedures should be followed to ensure safety of designated elements on this property, and Martin asked how Heritage Guelph can enforce the designation by-law. Leanne responded that the city property standards inspectors can determine if designation by-law contraventions have incurred; these are enforceable under the Ontario Heritage Act.</p> <p>Moved by Leanne Piper, seconded by Doug Haines,</p> <p>Whereas the property at 88 London Road West is designated under the Ontario Heritage Act by the City of Guelph, (By-law (1983) – 11359, and Heritage Guelph supports this designation, and whereas it appears that designated elements of the property may be at risk, Heritage Guelph requests that:</p> <ul style="list-style-type: none"> • The City of Guelph Property Standards personnel conduct an inspection of 88 London Road West to assess the status of designated elements and any property standards violations, and report back to Joan Jylanne, Senior Planner and Heritage Guelph, • A letter be sent to the owners of 88 London Street West requesting plans for roof consolidation. This letter should refer to Ian Panabaker’s previous comments (November 2007) to the roofing contractor for this property. <p style="text-align: right;">CARRIED</p>
<p>6.</p>	<p><u>Subcommittee & Committee Representative Updates</u></p> <p>Downtown Co-ordinating Committee</p> <p>Norm reported on the developments with the Baker Street and Wilson Street parking garages. An attempt is being made to give the parking garage on Wilson Street a Guelph “look” appropriate to its location between Church of Our Lady and City Hall. The proposed garage will have a cafe and washrooms on the main level. This design is currently on view on the City of Guelph website. Leanne suggested that Heritage Guelph should be asked to approve the design of this parking garage since it is adjacent to Guelph City hall which is a designated property.</p>

	<p>Heritage Guelph Communications Committee Susan reported that the committee would like to offer a seminar for real estate agents on heritage structures and heritage legislation as soon as possible. Doug suggested the Ontario Real Estate Association be asked to include a statement for disclosure on its Seller Property Information Statement Form regarding the municipal heritage status of a property. Susan also suggested that the committee ask Guelph City Councillors to invite Heritage Guelph members to ward meetings for discussions on heritage with constituents. The next meeting of the Communications Committee will deal with strategies for communicating information about both the Municipal Register and existing inventories of cultural heritage properties in Guelph.</p> <p>River Systems Advisory Committee Susan reported that the minutes of the last meeting of this committee are not yet available.</p> <p>Guelph Civic Museum Steering Committee/Loretto Convent Joan reported that the public meeting to present and discuss the concept design for the new museum will be held November 25. Mary and Chris noted that the design development has been delayed by the challenges of the site and the need for access to bus groups.</p> <p>Heritage Conservation District Joan advised that the \$25,000 budget allocated for this project is a capital expense and will not be relinquished at the end of this budget year, if unspent. Leanne asked if Heritage Guelph can get a RFP for Phase 2 of the Brooklyn Heritage Conservation District study. Paul will ask Markham about a session with planners on heritage neighbourhoods at risk.</p> <p>Heritage Guelph Designations Committee Doug asked about the status of the RFP for a consultant to develop ranking criteria for the Couling inventory, noting a consultant could also draw up the RFP, and stated the need for a workplan to proceed with this process.</p>
7.	<p><u>Information Items and Handouts</u></p> <p>The Waterloo-Wellington ACO November meeting will be held November 19, 7 pm. at the Aberfoyle Mill. The dinner lecture will focus on the history of milling.</p> <p>The next scheduled meeting of the Heritage Guelph Sub-Committees is November 24, Council Committee Room C and will serve as an expanded communications meeting.</p> <p>The December 22 meeting of the Heritage Guelph Sub-Committees has been rescheduled to December 15, at 12 noon, at the home of Martin Bosch, 22 Stuart Street. Members will have the opportunity to see the recent restorations completed at 20 Stuart Street at this time.</p>
8	<p>Next meeting – Monday December 8, 2008 in Council Committee Room C.</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
4	Doug	ASAP	126 Norwich Street: Contact owner regarding documentation of structure and renovation plans.
5	Joan	ASAP	88 London Road West: Contact property owners re plans for roof consolidation. Communicate request for site inspection by Property Standards personnel.
6	Doug	ASAP	Contact Ontario Realty Association re heritage status disclosure on Seller Property Information Statement Form

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday November 24, 2008

59 Carden St, City Hall Council Committee Room C - Basement
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AGENDA

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Business Items:
 - a) 14 Neeve St. - demolition request
 - b) 248 Suffolk St. West - demolition request
 - c) 88 London St. West
 - d) Municipal Register Expansion
4. Information Items and Handouts:
 - a) 9 Douglas St. and 65 Wyndham St. N. Designations - Dec 5th CD&ES
5. Next Meeting: Monday December 8, 2008 (Regular Meeting)
Location: Council Committee Room C
6. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE November 24, 2008

LOCATION Council Committee Room 'C'

TIME 12 Noon

PRESENT Paul Ross – Chair, Lorraine Pagnan, Norm Harrison Martin Bosch, Joan Jylanne (Heritage Planner), Susan Ratcliffe, Christopher Campbell, Lori Gaiardo, Doug Haines, Mary Tivy, Ian Panabaker (Heritage Planner) Connie Fach (Recording Secretary)

REGRETS Leanne Piper, Joel Bartlett, Betty Lou Clark, Lesley Hayward

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Doug Haines and seconded by Lorraine Pagnan, “THAT the agenda for the November 24, 2008 meeting of Heritage Guelph be adopted with a couple of additons (Susan).”</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Declaration of Pecuniary Interest:</u> None</p>
3	<p><u>Business Items</u> 14 Neeve Street Ian advised that a demolition permit application has been submitted to remove the barn at the rear of the property. The owner’s son has indicated that the family is willing to produce a photographic record of the structure. Ian indicated that this area will likely be changing as part of the Downtown Growth Plan. The barn and house are both on the proposed heritage register and are covered in detail in a Guelph Historical Society entry from 2004. Since the register is not in effect yet, the existing regulations for demolition apply. While members believe the barn forms part of a significant landscape feature in the downtown fringe, it appears that it is likely it will disappear as part of the City’s future growth plan.</p> <p>Moved by Martin Bosch and seconded by Mary Tivy, “THAT Heritage Guelph support the removal of the outbuilding located at 14 Neeve Street by way of</p>

	<p>relocation to another site or, if necessary, demolition, conditional upon a photographic record being submitted as well as the salvage of any historic materials. Heritage Guelph further directs City Staff to explore the family’s consideration of designation of the house.”</p> <p style="text-align: right;">CARRIED</p> <p>248 Suffolk Street West A demolition permit application has been submitted for the house located at 248 Suffolk Street West which was badly damaged in a recent fire.</p> <p>Moved by Lorraine Pagnan and seconded by Mary Tivy,</p> <p>“THAT Heritage Guelph does not oppose the demolition of the house located at 248 Suffolk Street West subject to the following condition: The property owner contact Heritage Guelph prior to the demolition and allow members to be on-site in order to advise on salvageable items. Heritage Guelph members would also like to be consulted on the infill replacement dwelling.”</p> <p style="text-align: right;">CARRIED</p> <p>88 London Road West Ian was directed to contact the owners regarding Heritage Guelph’s concerns regarding the roof, sunroom and other recent impacts on designated elements prior to a letter being drafted by the Committee.</p> <p>Municipal Registry Expansion Joan advised that most of the Burcher-Stokes inventory, minus a few U of G properties, are in the proposed register. Joan indicated the need for clarification of terms in order to alleviate misinformation as well as the need for a process to be considered to deal with requests for reviews. It was also noted that the public needs to be made aware that errors and omissions in the registry do not ensure removal of these properties.</p>
<p>4</p>	<p><u>Information Items and Handouts</u></p> <p><u>Embroidery Market – Carden Street</u> Susan is looking for pictures of the former Embroidery Market on Carden Street. Connie volunteered to speak to some Embroidery family members.</p>
<p>5</p>	<p>Next meeting – Monday December 8, 2008 in Council Committee Room C.</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
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3	Joan/Ian	Ongoing	Explore designation of house at 14 Neeve Street
3	Ian	Ongoing	Make contact with owners of 88 London Road West regarding Committee's concerns
5	Connie	Ongoing	Contact Embro family

HERITAGE GUELPH

The Municipal Heritage Committee

NOTICE OF MEETING

A meeting of Heritage Guelph will be held at 12:00 Noon
Monday December 15, 2008

22 Stuart St.

A G E N D A

1. Approval of Agenda
2. Declarations of pecuniary interest
3. Approval of Minutes from the November 10 & 24, 2008 Meeting
4. Matters arising from the November 10 & 24, 2008 Minutes
5. Business Items:
 - a) Spotlight on Heritage – February 14, 2009
 - b) Grand River Heritage Workshop – February 16, 2009
 - c) Heritage Guelph Plaque Ceremony – February 23, 2009
 - d) Municipal Register Expansion Proposal Update
 - e) 47-49 Alice St. Designation Update
 - f) 9 Douglas St. and 65 Wyndham St. N. Designation Update
 - g) Heritage Guelph 2009 Meeting Schedule
- 1:30 20 Stuart St. Site Visit
6. Subcommittee & Committee Representative Updates
 - a) Designation
 - b) Communications – Naming Policy, etc.
 - c) Downtown, Official Plan Update, York District, River Systems, Loretto Convent, Municipal Naming Policy
7. Information Items and Handouts
 - a) Guelph Historical Society Newsletter, December 2008
 - b) Rural Routes ~ Rural Roots: A Heritage View of the Countryside, Grand River Heritage Day Workshop 2009 – February 16, 2009
8. Next Meeting: Monday, January 12, 2009
Location: Council Committee Room C
9. Other matters introduced by the Chair or Heritage Guelph members.

MEETING MINUTES



MEETING **Heritage Guelph**

DATE December 15, 2008

LOCATION 22 Stuart Street
TIME 12 Noon

PRESENT Paul Ross – Chair, Lorraine Pagnan, Norm Harrison Martin Bosch, Joan Jylanne (Heritage Planner), Susan Ratcliffe, Christopher Campbell, Lori Gaiardo, Leanne Piper, Joel Bartlett, Betty Lou Clark, Doug Haines, Mary Tivy, Connie Fach (Recording Secretary)

REGRETS Ian Panabaker (Heritage Planner), Lesley Hayward

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><u>Approval of Agenda:</u> Moved by Lorraine Pagnan and seconded by Betty Lou Clark, “THAT the agenda for the December 15, 2008 meeting of Heritage Guelph be adopted.”</p> <p style="text-align: right;">CARRIED</p>
2	<p><u>Declaration of Pecuniary Interest:</u> None</p>
3	<p><u>Approval of Minutes from November 10 and 24, 2008</u> Moved by Martin Bosch and seconded by Doug Haines, “THAT the minutes of the meetings of November 10, 2008 and November 24, 2008 be approved as written.”</p> <p style="text-align: right;">CARRIED</p>
4.	<p><u>Matters Arising from Previous Minutes</u> Doug advised that he has been in contact with the new owner of 126 Norwich Street who takes possession on December 19th. He will reconnect after the possession date.</p>

Joan advised that she has the renovation drawings for 60 Manitoba which are consistent with the discussions between the owner and Heritage Guelph. She will email the drawings to committee members for their information.

Joan will remind Ian to contact the owners of 88 London Road West and report back to the committee.

Joan will investigate the status of the demolition applications for 248 Suffolk Street, 40 Nottingham Street and 14 Neeve Street and report back to the committee.

Business Items

Spotlight on Heritage – February 14, 2009

Joan will arrange for inclusion in mall display. Susan offered to help with recruiting volunteers.

Grand River Heritage Workshop – February 16, 2009

Members to register online if interested.

Plaque Ceremony – February 23, 2009

Volunteers required for event similar to last year's.

Register Expansion

This is expected to go to CDES Committee in February and Council in March of 2009. A draft of the review process was circulated to members for follow-up at next meeting. Joan is currently contacting other municipalities for information on how they are dealing with their Register process. Lorraine and Joan will work on developing supplementary definitions. Mary will forward information on the Western University website which has definitions listed.

47-49 Alice Street

Members who attended the hearing all expressed how well run it was. Mary would like to see transcripts. Paul has requested feedback on the hearing process. Susan is looking for a research tool to provide information to real estate agents.

9 Douglas Street/65 Wyndham Street North

This went to CDES Committee last week and will be before Council on December 22, 2009.

Council Budget Meeting

Tonight's Council meeting deals with the 2009 budget. Joan noted that the addition of a full-time Heritage Planner is part of the budget discussions.

Sub-Committee Reports

Communications – Naming Policy, etc. – Naming policy will be before Council on December 22. A naming committee will be established and a Heritage Guelph board member will be assigned.

Information Items and Handouts

River Systems Advisory Committee

Susan advised that Jeremy Shute has mapped all streams and waterways in the city and is asking for comments. Susan will provide access to this.

Loretto Convent

Christopher advised that he has previewed the Architect's submission which will be available for public review on January 13, 2009.

Lorraine requested an opportunity to review the drawings for the new Wilson Street parking lot.

CHO News

Copies available.

Leslie Maitland will be attending the January meeting to talk about the Conservation Plan the Province is doing for the York Reformatory complex.

Martin was thanked for hosting the meeting. The group proceeded to the unit next door for a pre-arranged tour with the owners.

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Next meeting - Monday, January 12, 2009 in Council Committee Room C.

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
3	Doug	Ongoing	Future contact with owner of 126 Norwich Street East
3	Joan	Ongoing	email drawings for 60 Manitoba Street
3	Ian	Ongoing	contact owners of 88 London Road West and report back to committee
3	Joan	Ongoing	Investigate the status of the demolition applications for 248 Suffolk Street, 40 Nottingham Street and 14 Neeve Street and report back to the committee.
4	Joan/Susan	February 14, 2009	Joan to arrange for inclusion in mall display. Susan to help with recruiting volunteers.
	Susan	Ongoing	Provide access to Jeremy Shute's mapping of streams and waterways in the city.