



**AGENDA**  
**Heritage St. Marys Meeting**

June 9, 2018

9:00 am

St. Marys Museum

177 Church Street South

**Pages**

**1. CALL TO ORDER**

**2. DECLARATION OF PECUNIARY INTEREST**

**3. AMENDMENTS AND APPROVAL OF AGENDA**

**RECOMMENDATION**

THAT the June 9, 2018 Heritage Committee agenda be accepted as presented.

**4. DELEGATIONS**

**5. CORRESPONDENCE**

**5.1 Notice of Public Meeting Concerning Proposed Zoning By-law Amendment -  
45 Thames Road**

**4**

**6. AMENDMENT AND ACCEPTANCE OF MINUTES**

**6**

THAT the May 12, 2018 Heritage Committee minutes be accepted as presented.

**7. BUSINESS ARISING FROM MINUTES**

**8. REGULAR BUSINESS**

**8.1 Heritage Conservation District Update**

## **8.2 Municipal Register, Part 1 - Designations/designated property matters**

### **8.2.1 VIA Station**

### **8.2.2 Junction Station**

### **8.2.3 McDonald House**

### **8.2.4 Andrews Jeweller**

### **8.2.5 Public Library**

### **8.2.6 Old Water Tower**

## **8.3 Municipal Register, Part 2 - List of Significant properties**

## **8.4 Heritage Grant Applications**

## **8.5 Properties of interest or at risk (not necessarily designated)**

### **8.5.1 West Ward School**

### **8.5.2 North Ward School site**

### **8.5.3 Repairs to Flood Wall**

## **8.6 CHO Report**

## **8.7 Homeowner/Property owner letters**

## **8.8 Sign Bylaw**

## **8.9 Cultural Planning: Strategic Plan**

## **9. COUNCIL REPORT**

## **10. OTHER BUSINESS**

### **10.1 Self-guided Walking Tours**

### **10.2 Heritage Festival - July 14, 2018**

**10.3 Public Art**

**11. UPCOMING MEETINGS**

Saturday, August 11, 2018 9:00 a.m., St. Marys Museum

**12. ADJOURNMENT**

**RECOMMENDATION**

THAT this meeting of the Heritage Committee adjourn at \_\_\_\_\_ a.m.



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## **NOTICE OF PUBLIC MEETING CONCERNING PROPOSED ZONING BY-LAW AMENDMENT**

**TAKE NOTICE** that, pursuant to Section 34 of the Planning Act, R.S.O. 1990, the Council of the Corporation of the Town of St. Marys will hold a public meeting on **Tuesday, June 26, 2018 at 6:00 p.m.** in the Town Hall Council Chamber (175 Queen Street East) to consider an Application by the Corporation of the Town of St. Marys (File: Z01-2018) for approval of an Amendment to the Town of St. Marys Zoning By-law.

The proposed Amendment affects the subject property located at 45 Thames Road North and is described as Part of Lot 17, Concession 15 in the Town of St. Marys. The subject property fronts onto the west side of Thames Road North, approximately 190 metres north of Queen Street West, as shown on the Location Map included with this Notice. The property is 2,924.74 m<sup>2</sup> (0.29 ha) in size with approximately 31 metres of frontage.

This property is currently vacant and was formerly used as a rail corridor of the Grand Trunk Railroad Company. The Town currently owns the property and submitted the Application to amend the Town's Zoning By-law with respect to the property. The Town has declared the property to be surplus to its needs and is seeking to sell the property. The Town has entered into an Agreement of Purchase and Sale to sell the property and there is a condition that the Town rezone the property for institutional purposes. A final determination of the location and size of the building and parking area will be determined at the site plan approval stage however, a conceptual site plan is included with this Notice.

The subject property is currently zoned Residential Development (RD) in the Town's Zoning By-law Z1-1997. The purpose and intent of the Zoning By-law Amendment Application is to rezone the subject property to Institutional (I) Zone with site specific exceptions to limit permitted uses to A private club, church, government administrative office, day nursery, nursery school, museum, meeting room facility, passive recreational uses and park, and reduce the maximum building height to 7 metres.

Any person may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment.

**Please note:** Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes. Council agenda and minutes are published on the Town of St. Marys website at [www.townofstmarys.com](http://www.townofstmarys.com).

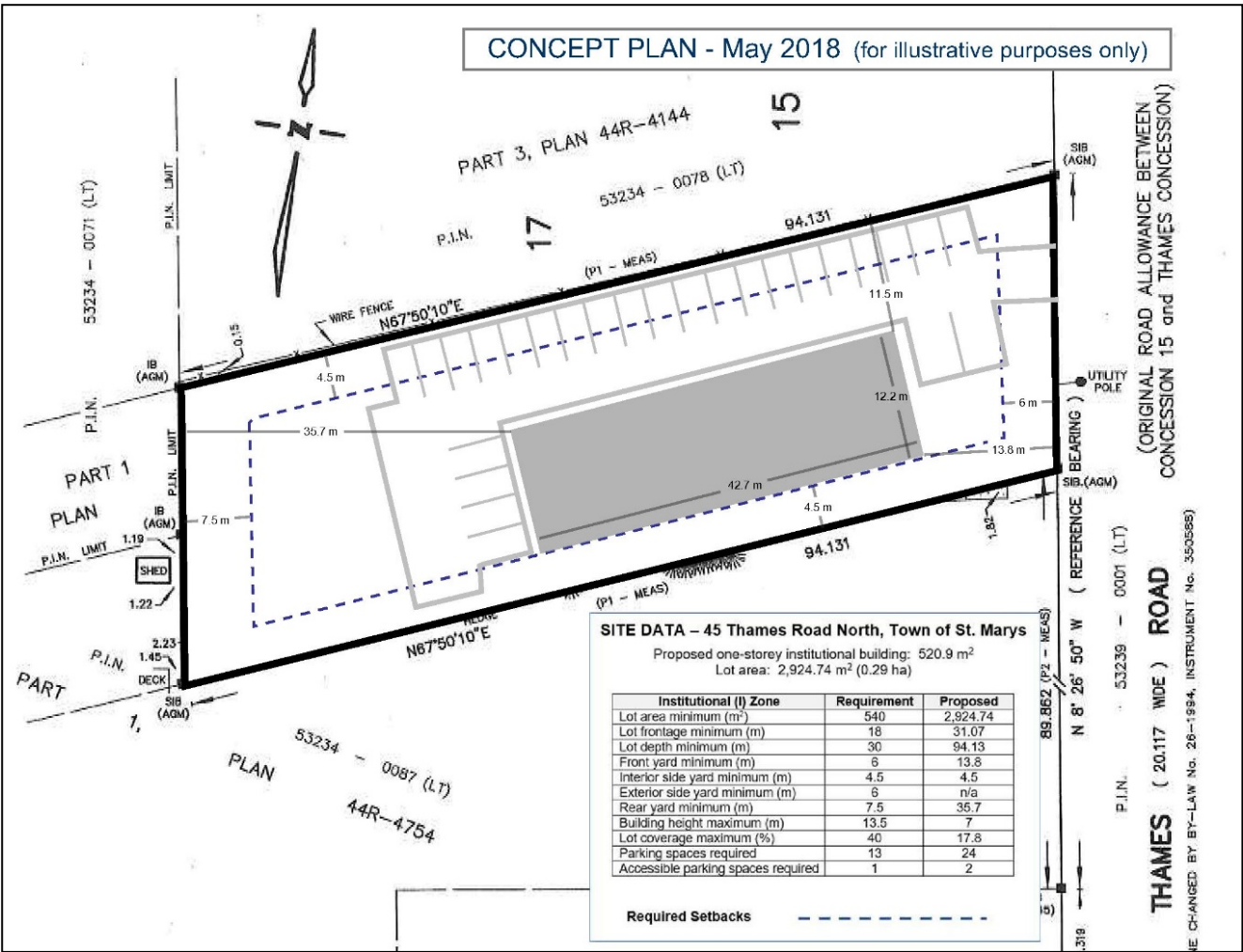
If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the Town of St. Marys to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Town of St. Marys before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of St. Marys before the Zoning By-law Amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If you wish to be notified of the decision of the Town of St. Marys on the proposed Zoning By-law Amendment, you must make a written request to the CAO-Clerk of the Town of St. Marys (Brent Kittmer).

**ADDITIONAL INFORMATION** relating to the proposed Zoning By-law Amendment is now available for inspection during office hours at the Town of St. Marys Municipal Operations Centre, 408 James Street South and can be provided in an accessible format upon request.

Brent Kittmer Clerk/CAO, Town of St. Marys, 175 Queen Street East, PO Box 998, St. Marys, Ontario N4X 1B6 Telephone: (519) 284-2340; Fax: (519) 284-3881.





## MINUTES

### Heritage St. Marys

May 12, 2018

9:00am

St. Marys Museum

177 Church Street South

Members Present: Carey Pope  
Janis Fread  
Sherri Gropp  
Stephen Habermehl  
Paul King  
Larry Pfaff  
Mary Smith  
Michelle Stemmler  
Council Present: Carey Pope  
Members Absent: Al Strathdee  
Others Present: Dan Schneider, Heritage Conservation District Advisory Committee  
Staff Present: Trisha McKibbin, Director of Corporate Services

#### 1. CALL TO ORDER

Chair Larry Pfaff called the meeting to order at 9 a.m.

#### 2. DECLARATION OF PECUNIARY INTEREST

None.

#### 3. AMENDMENTS AND APPROVAL OF AGENDA

Item 8.8.2 – sign permit application for 6 Jones Street East – was added to the agenda.

**Moved By** Sherri Gropp

**Seconded By** Paul King

THAT the May 12, 2018 Heritage Committee agenda be accepted as amended.

**CARRIED**



**4. DELEGATIONS**

Dan Schneider was present to support the discussion concerning public art – Agenda item 10.4.

**5. CORRESPONDENCE**

**5.1 CHOnews**

Hard copies of CHOnews for filing in the Reference Room at the Museum.

**6. AMENDMENT AND ACCEPTANCE OF MINUTES**

**Moved By** Mary Smith

**Seconded By** Paul King

THAT the April 14, 2018 Heritage Committee minutes be accepted as presented.

**CARRIED**

**7. BUSINESS ARISING FROM MINUTES**

All items covered in the agenda.

**8. REGULAR BUSINESS**

**8.1 Heritage Conservation District Update**

A meeting of this committee is scheduled in the near future. At the last meeting of the HCDAC, the heritage permit request from Stephen Clark at 26 Water Street South was approved subject to discussions with staff re: roofing material and general appearance.

**8.2 Municipal Register, Part 1 - Designations/designated property matters**

**8.2.1 VIA Station**

The interior work on the Via office has been completed. The Studio Gallery's new exhibit is in place and opened Friday, May 11.

**8.2.2 Junction Station**

A small parcel of land in the north part of this town-owned property has been sold to Quadro Communications.

**8.2.3 McDonald House**

Nothing to report

**8.2.4 Andrews Jeweller**

Nothing to report

#### **8.2.5 Public Library**

Nothing to report

#### **8.2.6 Old Water Tower**

Nothing to report

#### **8.2.7 Pumphouse**

Work is underway on new water storage facility.

#### **8.2.8 Town Hall**

A heritage permit application has been submitted to replace the existing steel washroom door on the lower level, west side, with a wood-grain, fibreglass composite door meeting all accessibility requirements.

**Moved By** Michelle Stemmler

**Seconded By** Janis Fread

THAT the St. Marys Heritage Committee recommends approval of the Heritage Permit application to replace the public washroom exterior door on the lower level, west side.

**CARRIED**

### **8.3 Municipal Register, Part 2 - List of Significant properties**

Nothing to report.

### **8.4 Heritage Grant Applications**

#### **8.4.1 123 Queen Street East**

An application for a Heritage Grant has been received to replace the roof, damaged by recent ice and wind storms, on 123 Queen Street East, Lyric Flowers.

**Moved By** Sherri Gropp

**Seconded By** Michelle Stemmler

THAT the Heritage Committee recommends approval of the Heritage Grant application for roof replacement at 123 Queen Street East.



#### **8.4.2 127 Queen Street East**

An application for a Heritage Grant has been received to replace the roof damaged by recent ice and wind storms on 127 Queen Street East, McPhail's Feed Services.

**Moved By** Stephen Habermehl

**Seconded By** Janis Fread

**THAT** the Heritage Committee recommends approval of the Heritage Grant application for roof replacement at 127 Queen Street East.

CARRIED

#### **8.5 Properties of interest or at risk (not necessarily designated)**

##### **8.5.1 West Ward School – 121 Ontario Street**

Council has approved the zoning bylaw amendment for the property.

##### **8.5.2 North Ward School site**

The municipality is waiting for applicant's response. A delegation had appeared at a recent council meeting suggesting the importance of requiring the developer to meet a deadline for the next proposal. Council is requesting an opinion from its planner and its lawyer whether Council has the authority to set a deadline for the developer's next proposal. The planner and lawyer are to respond by June 12th.

##### **8.5.3 Repairs to Flood Wall**

The start date remains weather-dependent.

#### **8.6 CHO Report**

Hard copies of the Spring issue of CHOnews have been received as noted under Correspondence.

Paul will be attending the 2018 Ontario Heritage Conference in Sault Ste. Marie June 7-9. He has also attended planning sessions for the 2019 Conference in Goderich/Bluewater.

#### **8.7 Homeowner/Property owner letters**

A suggestion was made that a letter be sent to the new owners of 105 Queen Street West, the Ingersoll house, a designated property. Staff will provide Paul with the names and address.

## **8.8 Sign Bylaw**

The revised Sign Bylaw is yet to be presented to the Strategic Planning Committee. In the meantime, there are two sign bylaw applications within the HCD to be reviewed by the Heritage Committee.

### **8.8.1 162 Queen Street East**

**Moved By** Mary Smith

**Seconded By** Michelle Stemmler

**THAT** the Heritage St. Marys Committee recommends approval of the replacement sign at 162 Queen Street East with a wood panel back and raised wood letters, illuminated by gooseneck lighting fixtures, on the condition that the new sign fills the space over the commercial door and window and does not obscure the existing cornice.

**CARRIED**

### **8.8.2 6 Jones Street East**

This application requests approval to replace the current sign with another sent to the franchise holder by corporate headquarters. The new sign is back lit and would be in contravention of the sign guidelines for the HCD. However, the current sign is also equipped to be backlit but the franchise holder has never activated the lights. He would prefer not to activate the lighting in the new sign either but it is unknown if this would be acceptable to corporate headquarters.

**Moved By** Stephen Habermehl

**Seconded By** Sherri Gropp

**THAT** the St. Marys Heritage Committee recommends the approval of a replacement sign at 6 Jones Street East on the condition that it will not be backlit.

**CARRIED**

## **8.9 Cultural Planning: Strategic Plan**

Trisha reported that to help effectively meet the various goals of the Strategic Plan, she will once again have responsibility for all heritage matters, including the Museum and any new heritage initiatives. Her role as staff liaison for Heritage St. Marys remains unchanged.

## **9. Council Report**

### **9.1 FM96 Radio Contest**

The special breakfast to celebrate St. Marys winning the FM96 contest will be held Friday morning, May 18 on the Water Street Bridge.

### **9.2 Ministry of Agriculture and Rural Affairs Grant**

At the April meeting, Mayor Al Strathdee announced that the town had received a \$44,000 grant from the Ministry of Agriculture and Rural Affairs administered by AMO to be used for downtown revitalization initiatives. Council has decided how to spend this money: \$10,000 for facade improvements; \$14,000 for Gateway improvements; \$20,000 toward the proposed public art program.

## **10. OTHER BUSINESS**

### **10.1 Heritage Festival 2018**

Larry clarified some of the tour information presented at the April meeting. As well as bus tours, there will be a walking tour starting at the Water Street Bridge and following the roadway around Milt Dunnell Field. This route will be quieter and will avoid the noise and traffic on Queen Street.

### **10.2 Self-guided Walking Tours - Building Stories App (Heritage Resource Centre)**

At the April meeting, Paul agreed to do more research on self-guided tours of St. Marys using cell phones. He has had contact with the Heritage Resource Centre at the University of Waterloo where there is an existing app called Building Stories. Paul prepared a report on the benefits of adapting this program to our needs and to consider the challenges in getting it up and running. Trisha has some previous experience with this program. She and Paul will do further research and have a report at a subsequent meeting.

### **10.3 Official Plan Review**

Nothing to report.

### **10.4 Public Art**

A Public Art committee is being formed but has yet to meet formally. Dan Schneider will be a member of this ad hoc committee and attended the meeting to support Carey's role in the Heritage Committee discussion. Paul King is also a member. There are two components of the public art project for the downtown:

1. Art in the back alleys, running parallel to Queen on both north and south sides;
2. Murals for blank walls that might include the east facade of 174 Queen Street East and the south facade of 36 Water Street South.

There was considerable discussion about style, scope, theme, reversibility. There was general agreement that art in the back alleys would be worth trying. The committee did not reach consensus about murals on large wall surfaces.

Carey is glad that the BIA is supporting this project and encouraged by the additional funds from the recent grant (9.2) She would like to see installations as early as this summer. However, she pointed out that there are various steps that must be taken. The committee must draft a request for proposals. Artists would then need time to submit proposals. The committee would review the submissions, evaluating them using criteria that also have to be developed and approved.

Before work to install the art begins, there would need to be approval by the owner of a private building and review and recommendations from the HCDAC since these properties are all within the Heritage District.

Council would have the final say.

Discussion on this topic will continue at subsequent meetings.

**11. UPCOMING MEETINGS**

Saturday, June 9, 2018, 9:00 a.m., St. Marys Museum

**12. ADJOURNMENT**

**Moved By** Stephen Habermehl

THAT this meeting of the Heritage Committee adjourn at 10:20 a.m.

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Larry Pfaff, Chair