



MINUTES

Heritage Advisory Committee

January 12, 2019

9:00am

Municipal Operations Centre
408 James Street South, St. Marys

Members Present: Sherri Gropp
Stephen Habermehl
Janis Fread
Barb Tuer
Dan Schneider
Michelle Stemmler
Fern Pridham
Al Strathdee

Members Absent: Larry Pfaff
Mike Bolton
Paul King
Clive Slade

Staff Present: Trisha McKibbin
Brent Kittmer
Jason Silcox

Others Present: Craig Jacobs
Brenda Reid
Paula Hoare

1. CALL TO ORDER

In the Chair, Trisha McKibbin called the meeting to order at 9:02 a.m.

2. DECLARATION OF PECUNIARY INTEREST

Councillor Pridham declared a conflict of interest for 10.1.1.1 as she is an active member of the St. Marys Community Players.

Janis Fread declared a conflict of interest for 10.1.1.1 as she is currently the Secretary of the St. Marys Community Players and has a direct interest in the proposal.

3. AMENDMENTS AND APPROVAL OF AGENDA

The following amendments were made to the Agenda:

Item 10.2.1.3 - Mac's Convenience Store Sign application was removed from the agenda.

Item 10.2.2.2 - A letter from Nicholson, Smith & Partnership regarding 34 Wellington Street North was added to the agenda and circulated to the members.

Moved By Stephen Habermehl

Seconded By Sherri Gropp

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

CARRIED

4. AMENDMENT AND ACCEPTANCE OF MINUTES

Moved By Michelle Stemmler

Seconded By Janis Fread

THAT the Minutes of the November 10, 2018 meeting of the St. Marys Heritage Committee be accepted as presented.

CARRIED

5. DELEGATIONS

None

6. CORRESPONDENCE

Received under item 10.2.2.2 of the Agenda

7. COMMITTEE APPOINTMENTS

7.1 Appointment of Committee Chair

Moved By Dan Schneider

Seconded By Janis Fread

THAT Committee member Stephen Habermehl be appointed Heritage Committee Chair effective January 12, 2019 through to December 31, 2019.

CARRIED

7.2 Appointment of Committee Vice-Chair

Moved By Sherri Gropp

Seconded By Michelle Stemmler

THAT Committee member Barb Tuer be appointed Heritage Committee Vice-Chair effective January 12, 2019 through to December 31, 2019.

CARRIED

Assuming the role of Chair, Stephen Habermehl.

8. COMMITTEE TRAINING

8.1 Roles and Responsibilities (Terms of Reference)

CAO Brent Kittmer reviewed with the Committee the Committee staff report CAO 01-2019 Committee Priorities for 2019 as it relates to the Heritage Committee.

Staff reviewed the Heritage Committee's Terms of Reference and responded to questions from the Committee.

8.2 Procedure By-Law

Staff reviewed the Procedural By-Law and responded to questions from the Committee.

8.3 Code of Conduct

Staff reviewed the Code of Conduct and responded to questions from the Committee.

8.4 Reference Documents

Staff reviewed the Reference Documents and the location of Agenda/Minutes and Heritage information on the Town website and responded to questions from the Committee.

9. RECESS - AT 10:30 A.M.

The Committee recessed at 10:35 a.m.

10. REGULAR BUSINESS - COMMENCES AT 10:45 A.M.

Chair Stephen Habermehl called the meeting back to order at 10:45 a.m.

10.1 Municipal Register, Part 1 - Designations/designated property matters

Staff referenced the Municipal Register, Part 1 Report under item 10.1 of the Agenda. CAO Brent Kittmer spoke to the sale of the McDonald House to Allen and Robin Kool and circulated a draft image of the owner's vision for the exterior of the building.

10.2 Heritage Conservation District

10.2.1 Sign Bylaw

10.2.1.1 175 Queen Street East (Town Hall) - Community Players Sign

Councillor Pridham and Janis Fread declared a conflict of interest for this agenda item.

Jason Silcox, Building Official, presented the permit application and staff report for 175 Queen Street East and responded to questions from the Committee.

Moved By Sherri Gropp

Seconded By Barb Tuer

That the Heritage Committee support a heritage permit for the installation of two ground signs at 175 Queen Street East.

CARRIED

10.2.2 Heritage Permits

10.2.2.1 175 Queen Street E. - Town Hall Eaves troughs

Jason Silcox, Building Official, presented the permit application and staff report for 175 Queen Street East and responded to questions from the Committee.

Moved By Barb Tuer

Seconded By Janis Fread

THAT the Heritage Committee support a heritage permit for the installation of copper eaves trough at 175 Queen Street East.

CARRIED

10.2 Heritage Conservation District

10.2.1 Sign Bylaw

10.2.1.2 165 Queen Street East - The WyrnWood

Jason Silcox, Building Official, presented the permit application and staff report for 165 Queen Street East and responded to questions from the Committee.

Moved By Dan Schneider

Seconded By Janis Fread

THAT the Heritage Committee support the fascia sign permit application for 165 Queen Street East on the condition that the sign is confined to the rectangle defined by the two grey spaces above the door and picture window, with minor overlap into the 2 (two) inch white border by the artistic curves and points of the sign.

CARRIED

10.2.1.3 190 Queen Street East - Mac's Convenience Store

Item 10.2.1.3 was removed from the Agenda by request of the applicant.

10.2 Heritage Conservation District

10.2.2 Heritage Permits

10.2.2.2 34 Wellington Street N. - Jacobs Liquidation

Jason Silcox presented the permit application and staff report for 34 Wellington Street North and responded to questions from the Committee.

The applicant, Craig Jacobs, spoke to the application and answered questions from the committee

Resident, Brenda Reid, spoke to the application and letters of correspondence.

Moved By Dan Schneider

Seconded By Michelle Stemmler

THAT the Heritage Committee supports the heritage permit application for a truck trailer to be placed on the property at 34 Wellington Street North for a two year period until an expansion of the existing building can be achieved.

CARRIED

Moved By Janis Fread

Seconded By Sherri Gropp

THAT the correspondence from Brenda Reid dated December 17, 2018 and the correspondence from Nicholson, Smith & Partners dated January 11, 2019 regarding 34 Wellington Street North be received for information by the Committee

CARRIED

10.3 Municipal Register, Part 2 - List of Significant properties

Deferred until the next meeting.

10.4 Heritage Grant Applications

No applications.

10.5 CHO Report

10.5.1 Membership Renewal Form - electronic newsletter

There was consensus that all Committee members were comfortable with sharing their email address with the Community Heritage Organization in order to receive the CHO newsletter by email.

10.6 Homeowner/Property owner letters

Deferred until the February meeting.

11. COUNCIL REPORT

No Report provided.

12. OTHER BUSINESS

12.1 Heritage Award - Heritage Fair, February 22

The Committee will discuss candidates for the Heritage Award, presented annually at the Heritage Fair, at the February meeting. The Heritage Fair is scheduled for February 22 at the Pyramid Recreation Centre.

13. UPCOMING MEETINGS

Saturday, February 9, 2019 9:00 a.m., MOC Boardroom (408 James Street South)

14. ADJOURNMENT

Moved By Dan Schneider

Seconded By Fern Pridham

THAT this meeting of the Heritage Committee adjourn at 11:45 a.m.

CARRIED

Chair

Committee Secretary