



AGENDA
Heritage Advisory Committee

October 15, 2019

6:15 pm

St. Marys Museum

177 Church Street South, St. Marys

Pages

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. AMENDMENTS AND APPROVAL OF AGENDA

RECOMMENDATION

THAT the October 15, 2019 meeting agenda of the Heritage Committee be accepted as presented.

4. DELEGATIONS

5. CORRESPONDENCE

6. AMENDMENT AND ACCEPTANCE OF MINUTES

4

RECOMMENDATION

THAT the Minutes of the September 9, 2019 Heritage Committee meeting be approved.

7. BUSINESS ARISING FROM MINUTES

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

8.1.1 Heritage Permits

8.1.2 Sign Applications

8.1.2.1 DEV 53-2019 127 Queen Street East Sign Application

9

RECOMMENDATION

THAT DEV 53-2019 127 Queen Street East Sign Application report be received; and

THAT the Heritage Committee support the façade sign permit for 127 Queen Street East.

8.1.3 Heritage Grant Applications

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

8.2.1 Heritage Permits

8.2.2 Municipal Register, Part 1

8.2.2.1 Victoria Bridge Maintenance

8.2.2.2 6 Water Street South

8.3 Municipal Register, Part 2 - List of Significant properties

8.4 Properties of interest or at risk (not necessarily designated)

8.5 CHO Report

8.6 Homeowner/Property owner letters

9. COUNCIL REPORT

10. OTHER BUSINESS

10.1 Doors Open 2019 - Review of Event

10.2 Driftscape App Update

11. UPCOMING MEETINGS

Monday, November 11, 2019, 6:15p.m. at the St. Marys Museum

12. ADJOURNMENT

RECOMMENDATION

THAT the meeting of the Heritage Committee Adjourn at ____p.m.



MINUTES

Heritage Advisory Committee

September 9, 2019

6:15 p.m.

St. Marys Museum

177 Church Street South, St. Marys

Members Present: Janis Fread
Paul King
Michael Bolton
Sherri Winter-Gropp
Stephen Habermehl
Michelle Stemmler
Councillor Fern Pridham

Members Absent: Al Strathdee
Barbara Tuer
Clive Slade
Dan Schneider

Staff Present: Trisha McKibbin

1. CALL TO ORDER

The Chair called the meeting to order at 6:15 p.m.

2. DECLARATION OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Michelle Stemmler

Seconded By Sherri Gropp

THAT the September 9, 2019 meeting agenda of the Heritage Committee be accepted as presented.

CARRIED

4. DELEGATIONS

None.

5. CORRESPONDENCE

Moved By Mike Bolton

Seconded By Councillor Pridham

THAT the correspondence from the Ministry of Tourism, Culture and Sport regarding an update on heritage advisory services be received as information.

CARRIED

6. AMENDMENT AND ACCEPTANCE OF MINUTES

Moved By Janis Fread

Seconded By Michelle Stemmler

THAT the Minutes of the July 29, 2019 Heritage Committee meeting be approved.

CARRIED

Moved By Councillor Pridham

Seconded By Mike Bolton

THAT the Minutes of the August 19, 2019 Heritage Committee meeting be approved as presented.

CARRIED

7. BUSINESS ARISING FROM MINUTES

None.

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

8.1.1 Heritage Permits

Staff provided an update on proposed work to 138-142 Queen Street East. The proposed work is for repointing, which does not require a heritage permit.

8.1.2 Sign Applications

None.

8.1.3 Heritage Grant Applications

Staff provided an update that while there were no Heritage Grant applications submitted there was an application to the Façade Improvement grant for painting to the storefront façade of 127 Queen Street East.

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

8.2.1 Heritage Permits

None.

8.2.2 Municipal Register, Part 1 Staff Report

Nothing to report.

8.3 Municipal Register, Part 2 - List of Significant properties

Nothing to report.

8.4 Properties of interest or at risk (not necessarily designated)

8.4.1 Arthur Meighen House

Nothing to report.

8.4.2 McDonald House

Staff and Councillor Pridham provided an update regarding the Expression of Interest (EOI) for the McDonald House. Council has reviewed the applications and will next be meeting with the applicants.

8.4.3 Junction Station

Staff and Councillor Pridham provided an update regarding the Expression of Interest (EOI) for the McDonald House. Council has reviewed the applications and will next be meeting with the applicants.

The Committee then discussed alteration requests and process under Part IV of the Ontario Heritage Act and as a National Historic Site

8.5 CHO Report

Paul King provided an update on the seminar platform for training workshops being launched by CHO. Work is still underway to make the seminars accessible through different browsers.

The next Ontario Heritage Conferences will be held in Markham in 2020, with potential sites under consideration for the 2021 conference being in Belleville/Prince Edward County, Brockville and Sarnia and a potential site under consideration for the 2022 conference being in London.

8.6 Homeowner/Property owner letters

There was consensus from the Committee that a letters would be sent to the following property owners:

- 46 Peel Street South for recent exterior renovations
- Stone Barn off of Church Street South, located behind the Garnett House
- 165 Queen Street West

Staff will provide Paul King with the addresses for these three properties.

9. COUNCIL REPORT

Nothing to report at this time.

10. OTHER BUSINESS

10.1 Walking Tour App Update

Staff provided an update that a one year contract with Driftscape has been negotiated and that the St. Marys content will launched in October. An update on the content of the App, including Tours (Heritage Walking, Culinary, Trails) audio component (Interpretive Heritage Plaques) and destinations was provided.

10.2 Doors Open St. Marys - September 28, 2019 - Volunteers

Staff provided an update on the participating locations and promotion of Doors St. Marys. Volunteers are being sought for participating sites and several members of the Committee signed up to volunteer.

11. UPCOMING MEETINGS

Due to the next scheduled meeting of the Heritage Committee falling on Thanksgiving Monday, the meeting will be rescheduled to Monday, October 21, 6:15 p.m. at the St. Marys Museum.

12. ADJOURNMENT

Moved By Mike Bolton
Seconded By Michelle Stemmler

THAT the meeting of the Heritage Committee adjourn at 6:48 p.m.

CARRIED

Chair

Committee Secretary

DRAFT



FORMAL REPORT

To:	Chair and Members of the Advisory Committee
Prepared by:	Jason Silcox, Building Inspector
Date of Meeting:	15 October 2019
Subject:	DEV 53-2019 127 Queen Street East Sign Application

PURPOSE

To provide information to the Heritage Committee for their consideration in review of an application for a sign permit at 127 Queen St E.

RECOMMENDATION

THAT DEV 53-2019 127 Queen Street East Sign Application report be received; and
THAT the Heritage Committee support the façade sign permit for 127 Queen Street East.

BACKGROUND

The property at 127 Queen St E is located in the Heritage Conservation District (HCD) and as such is a Part V property under the Ontario Heritage Act. The building does not have a Part IV designation under the Ontario Heritage Act.

The property at 127 Queen St E is the site of a retail pet store, and is situated between Water St N and Wellington St N.

REPORT

The town has received a sign application for a new façade sign. The new proposed location is directly above the windows and door. Based on the makeup of the façade, this would be considered the sign board area. The new proposed sign is made of an aluminum composite material. The background color is proposed to be grey with black vinyl lettering. The size of the proposed sign is 10'long x2'high x1/4" thick.

FINANCIAL IMPLICATIONS

None.

SUMMARY

That staff recommend the Heritage Committee support the façade sign permit application.

STRATEGIC PLAN

☒ Not applicable to this report.

☐ OTHERS CONSULTED

None.

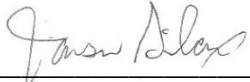
ATTACHMENTS

1. Sign Application

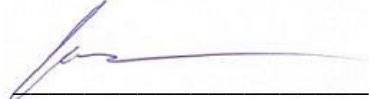
Drawings

REVIEWED BY

Recommended by the Department



Jason Silcox
Building Inspector



Grant Brouwer
Director of Building and Development



Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

SIGN PERMIT APPLICATION

I/we hereby make application for a Sign Permit under the provisions of the Town of St. Marys Sign By-law, being By-law No. 33-2005 in accordance with the plans and supporting information submitted herewith and which form a part of this application.

APPLICANT INFORMATION

Name:	<u>McPhail's Feed Services Ltd</u>		
Mailing Address:	<u>Box 2089, St. Marys, Ont N4X1C3</u>		
Phone Number:	Day <u>519 284-4000</u>	Alternate	<u>(519) 801-5535</u>
Fax ()	<u>E-mail: <u>mcphailkathy@qvaadro.net</u></u>		

PRESENT OWNER (IF DIFFERENT FROM APPLICANT)

Name:	<u>Kathy McPhail</u>		
Mailing Address:	<u>Box 721, St. Marys, Ont N4X1B4</u>		
Phone Number:	Day <u>(519) 284-4000</u>	Alternate	<u>(519) 801-5535</u>
Fax ()	<u>E-mail: <u>mcphailkathy@qvaadro.net</u></u>		

SUBJECT PROPERTY

Street No:	<u>127</u>	Street Name:	<u>Queen St. East</u>
Registered Plan No.:	<u>31-16-000-620-0840-0000</u>	Lot(s)/Block(s):	<u></u>

SIGN TO BE ERECTED

<input type="checkbox"/> Portable	<input type="checkbox"/> Fascia	<input type="checkbox"/> Projecting	<input type="checkbox"/> Banner	<input type="checkbox"/> Other
<input type="checkbox"/> Temporary (please specify dates, times & location): <u></u>				
<input type="checkbox"/> Illuminated	Sign Dimensions: <u></u>			
Location of Proposed Sign: <u>127 Queen St. East</u>				
Sign Wording: <u>McPhail's Pet & Animal Needs</u>				
Sign Material: <u>Aluminum</u>				
Estimated Cost: <u>\$1200.00</u>				
Purpose of Sign: <u>- Old one taken down as damaged after 21 years</u>				





Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

Declaration

I, the undersigned Kathy McPhail, am the authorized (owner/agent of owner) named in the above application and I certify the truth of all the statements or representations contained herein.

I understand that the issuance of a permit shall not be deemed a waiver of any of the provisions of any requirements of the Town of St. Marys Sign By-law or regulations made hereunder, notwithstanding anything included in or omitted from the plans or other material filed in support of or in connection with the above application.

I acknowledge that in the event a permit is issued, any departure from plans, specifications or locations proposed in the above application is prohibited and such could result in the permit being revoked.

I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with the requirements of the Town of St. Marys sign BY-law, or regulations made thereunder, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.

[Signature]
Signature of Property Owner/Applicant

Sept. 9/19
Date

The Following Must Accompany this Application Form

- ☐ Signed letter authorizing applicant/agent to act on behalf of property owner
- ☐ An accurate drawing indicating scale, showing:
 - ☐ Location of the sign(s) in relation to existing building
 - ☐ The overall dimensions of the sign(s)
 - ☐ The size of the letter(s) to be displayed on the sign(s)
 - ☐ The amount of projection of the sign(s) from the face(s) of building(s)
 - ☐ Manner of illuminating the sign(s)
 - ☐ Installation information

FOR OFFICE USE ONLY

Date Received (Complete) _____ Received By (Signature): _____

Date Received by Heritage Committee: _____

Date Review Completed: _____ Heritage Committee Signature: _____

Date Application Approved: _____ Staff Signature: _____ Page 12 of 17



Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

I hereby make application for a Heritage Permit under the provisions of the Town of St. Marys Heritage Conservation By-law, being By-law No. 62-2012 pursuant to Section 33/34 and 42 of the *Ontario Heritage Act*, RSO 1990, c.18 for alteration or demolition as described in this application.

APPLICANT INFORMATION

Name: McPhail's Feed Services
Mailing Address: 127 Queen St E. Box 721 2089
Phone Number: Day (519) 284-4000 Alternate (519) 801-5535
Fax () _____ E-mail: mcpmailkathy@quadro.net

PRESENT OWNER (IF DIFFERENT FROM APPLICANT)

Name: Kathy McPhail
Mailing Address: Box 721
Phone Number: Day (519) 284-4000 Alternate (519) 801 5535
Fax () _____ E-mail: mcpmailkathy@quadro.net

SUBJECT PROPERTY

Street No: 127 Street Name: Queen St. East

PURPOSE OF APPLICATION

- ☐ Building Alteration ☐ Building Addition ☐ New Construction
☐ Building Demolition ☐ Other

Description of Proposed Work - new front sign





Town of St. Marys
PO Box 998
408 James Street South
St. Marys ON N4X 1B6
Tel: 519-284-2340 ext 243
Fax: 519-284-0902

ATTACHMENTS

- ☐ Signed letter authorizing applicant/agent to act on behalf of property owner
- ☐ Digital photographs of structure from the street(s) showing existing front and side elevations
- ☐ Drawings showing proposed alterations, addition or new construction
- ☐ Survey or site plan showing addition, new construction or building removal
- ☐ Manufacturer's brochures and/or product sample

DECLARATION

I, the undersigned Kathy McPhail, am the authorized (owner/agent of owner) named in the above application and I certify the truth of all the statements or representations contained herein.

I understand that the issuance of a permit shall not be deemed a waiver of any of the provisions of any requirements of the Town of St. Marys Heritage Conservation District By-law or regulations made hereunder, notwithstanding anything included in or omitted from the plans or other material filed in support of, or in connection with the above application.

I acknowledge that in the event a permit is issued, any departure from plans, specifications or locations proposed in the above application is prohibited and such could result in the permit being revoked.

I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with the requirements of the Town of St. Marys Heritage Conservation District Bylaw, or regulations made thereunder, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.

Kathy McPhail
Signature of Property Owner/Applicant

Sept 9/19
Date

FOR OFFICE USE ONLY

Date Received (Complete) _____	Received By (Signature): _____
<u>Review and Approval/Denial</u>	
Planning Staff: _____	Date: _____
HCDA Committee: _____	Date: _____
Council: _____	Date: _____



McPhail's Pet and Animal Needs
 Exterior sign
 Aluminum Composite Sign
 full colour digital print with
 clear laminate applied
 10' wide x 2' high x 1/4" thick

Gray Back.
 Black. Lettering.
 10' wide x 2' high x 1/4" thick
 Aluminum Composite

McPhail's

127 Queen St. E. • 519.284.4000
Pet & Animal Needs



No portion of this drawing may be copied
 or reproduced in whole or in part by any
 means without the written permission of
 Cor Signs Limited. Legal action will be
 taken if reproduced without permission.

STRATFORD ON
 291 Lorne Ave.,
 Tel: 519.272.0333
 Fax: 519.272.2514

WALKERTON ON
 27 Ontario Road,
 Tel: 888.953.1111
 Fax: 519.881.1461

Signs On Time!
Division of Cor Signs Limited
 519-272-0333 **STRATFORD ON**

To:

CASH SALE



Tel: 519-272-0333

Fax: 519-272-2514

signsontime@coxsigns.com

www.coxsigns.com

CASH SALE

Kathy McPhail

McPhail's Pet and Animal Needs

519-284-4000

PHONE No.

FAX No.

QUOTE PREPARED BY:

QTY	Unit	DESCRIPTION	Tax	Unit Price	Amount
		Exterior Sign	H		
1	Each	10' x 2' x 1/4" thick composite aluminum sign, full colour digital print with clear protective laminate applied, as per layout	H	398.00	398.00
1	Each	EX molding - painted black (optional)	H	328.00	328.00
1	Each	Installation on site	H	350.00	350.00
		Subtotal:			1,076.00
		H - HST 13%			
		HST			139.88

Shipped by

Comments

Sold By:

Business No.: 10118 3788 RT0002

Page: 1

Total Amount

1,215.88

Prepared for:
MCPHAIL'S PET

Kathy McPhail
127 Queen St E
St. Mary's, ON

Phone: (519) 284-4000

Fax:
mcphaillkathy@quadro.net
Prepared by: Betto, Melissa

Ship Date:

Qu.	Unit	Description	Unit Price	Amount
		mcphaillkathy@quadro.net		
1		Store Front Sign - 3mm Alupanel with one colour vinyl graphics	986.00	986.00
1		280" x 55" - Logo / Phone Number	510.00	510.00
1		Installation - Screwed Through Face	150.00	150.00
		Sign Ontario to obtain sign permit - municipal fees are extra		
		Subtotal:		1,646.00
		H - HST 13%		
		HST		213.98
Sign Ontario Ltd. HST: #GST #895990943			Total	1,859.98

TERMS & CONDITIONS This quote is good for 30 days. 50% Deposit Required unless otherwise agreed upon

a) All purchases are COD unless completed credit application has been approved by Sign Ontario Ltd.

b) The following items are excluded from the quotation and will be invoiced extra where applicable

1. Sign and variance permit(s) application fee (each) plus municipal permit costs
2. Engineering Costs - or any addition structural support required by engineer to mount signs.
Additional structural support would be the responsibility of the building owner.
3. Any changes to order or additional services
4. Electrical service and connection to sign, and ESA permit (must be completed by a customer appointed licensed electrician)
5. Price based on work being completed during regular business hours

c) Vendor cannot accept responsibility for delays in completion of order caused by strikes, accidents or other causes beyond our control

d) Overdue statements from order above will be subject to a compound interest charge of 2% per month

e) All items on the above quote will remain the property of Sign Ontario Ltd. until full payment is received

f) Estimated completion date is based on time of final approval, not on order date

Price based on quantity ordered.
SIGNED: _____ DATE: _____ AMT. PAID TODAY: _____