



MINUTES

Heritage St. Marys

June 10, 2017

9:00 am

St. Marys Museum

177 Church Street South

Members present: Larry Pfaff

Stephen Habermehl

Mary Smith

Michelle Stemmler

Council Present: Councillor Cary Pope

Mayor Al Strathdee

Members Absent: Paul King

Sherri Gropp

Janis Fread

Staff Present: Trisha McKibbin

1. **CALL TO ORDER**

Chair Larry Pfaff called the meeting to order at 8:55a.m.

2. **DECLARATION OF PECUNIARY INTEREST**

None declared.

3. **AMENDMENTS AND APPROVAL OF AGENDA**

Moved By Michelle Stemmler

Seconded By Carey Pope

THAT the June 10, 2017 Heritage St. Marys Committee meeting agenda be accepted as presented.

CARRIED

4. DELEGATIONS

4.1 Jason Silcox, Development Services Department - Seeking feedback regarding Sign Bylaw

Jason Silcox, Development Services, was welcomed to the meeting. He reported on the well-attended public meeting, June 2, concerning the sign bylaw. Jason sought input from the Heritage Committee as well. He had received Paul King's notes from the meeting and was also given a copy of the Heritage Committee's May minutes that included a summary of points raised during a discussion about signage issues. (Agenda item 7.7 in the May minutes.)

Jason's previous position was in London where he gained experience working with a neighbourhood Heritage Conservation District. He is accustomed to clearer guidelines for signage regulations which, he argued, not only help the bylaw enforcement official but also allow business owners to make timely and realistic choices about signage. He said that, possibly in an attempt to encourage local business, the St. Marys committees have recommended approval of signs that may be somewhat beyond their "comfort level." Jason personally prefers signage that can be placed within an original signboard or, if that is not possible, does not obscure a heritage element of a building. He is happy to talk to sign applicants to encourage compliance if guidelines are clear to support this recommendations. He would also encourage building owners to apply for façade improvement grants to restore original heritage elements - such as transom. He is also aware that in some cases, such conversations are difficult - as in the case of corporate signage. Nevertheless, he feels the same guidelines should apply consistently.

Further, Jason said that it would be helpful if, when a proposed sign application is not accepted, alternatives could be suggested to the applicant offering a different - and compliant - approach.

Jason also pointed out a major problem - the timing of a sign application. Currently, an application could be reviewed and approved within a few days or it could take several weeks depending on whether the application is submitted

just before committee meetings or just after. Stephen Habermehl pointed out that both committees are willing to convene special meetings to review signage applications in a timely manner. Members of both committees are completely sympathetic to the need of a new business to have signage in place as quickly as possible.

NOTE: The four sign applications for review under Agenda item 7.8 were considered at this point in the meeting and used as examples of various signage challenges. The committee's recommendations will be reported in their regular place in the agenda.

4.2 Andrea Macko - Sesquicentennial Time Capsule

Andrea Macko made a brief presentation to the committee about a plan to create a time capsule marking Canada's sesquicentennial. Her main intent is to involve school children but she is looking for suggestions for items to include from a broad range of community groups. It is her hope that the capsule could be placed in the structure of the new Wellington Street Bridge. Several committee members had suggestions and were able to provide Andrea with a booklet of recommendations for time capsules for the Canadian Conservation Institute.

5. CORRESPONDANCE

None received.

6. ACCEPTANCE OF MINUTES

Moved By Mary Smith

Seconded By Michelle Stemmler

THAT the Minutes of the May 13, 2017 meeting of the Heritage Committee be approved

CARRIED

7. BUSINESS ARISING FROM MINUTES

7.1 Report on Ministry of Tourism, Culture and Sport workshop on Heritage Conservation - May 25, 2017

Paul King, Mary Smith, Carey Pope and Trisha McKibbin attended this four-hour training session presented by Ministry Advisor Bert Duclos. Mary compiled their

comments into a two-page report, with emphasis on areas where Bert's comments had bearing on some of this committee's recent activities. Because of time constraints, this report was reviewed only briefly. A copy will be sent to members electronically with areas of special interest highlighted.

A folder including all the screens from the presentation as well as hand-out material is also available at the Museum for anyone interested to review.

Paul's comments include a recommendation to Bert that his presentation be available on a CD for people who couldn't attend his workshops to read when they are able to do so. It would be a good training tool for new members.

8. REGULAR BUSINESS

8.1 Heritage Conservation District update

Recent committee activity is included in sign applications (Items 8.8).

The HCDAC has approved a Heritage Permit for work on 48 Wellington Street South for veranda repairs.

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

8.2.1 Junction Station

Nothing to report.

8.2.2 Town Hall - Grounds at southwest corner of building

See sign permit application, Agenda item 8.8.4.

8.2.3 McDonald House

Nothing to report.

8.2.4 Andrews Jeweller - proposed concerned residents' committee

This designated property has been sold and the For Sale signs have been removed from the façade. An official announcement is expected in the near future.

8.2.5 96 Robinson Street - designation plaque

The designation plaque has arrived. John and Marie Stevens have not yet announced their plans for the celebratory unveiling ceremony.

8.2.6 Public Library

Replacement work on the front steps is well underway.

8.2.7 Old Water Tower

Nothing to report.

8.3 Municipal Register, Part 2 - List of significant properties

8.3.1 Strategic Planning Committee meeting update

Trisha presented as a Staff Report the list of properties of Cultural Heritage Value at a session of the Strategic Planning Committee, May 16. Mary Smith also attended this meeting. Council directed Trisha to proceed with notification of owners whose properties are on the list and to make plans for a public meeting to fully explain what listing signifies to property owners.

8.4 Heritage Grant Applications

8.4.1 48 Water Street South

The committee reviewed an application for a Heritage Grant from the owners of the red brick house on the southwest corner of Wellington and Jones Streets within the Heritage Conservation District. The proposed project involves structural repairs of the original east-facing veranda and replacement of original elements.

Moved By Mary Smith

Seconded By Stephen Habermehl

THAT the St. Marys Heritage Committee recommends approval of the Heritage Grant application to assist with repairs and restoration of the front veranda on the property at 48 Wellington Street East.

CARRIED

8.4.2 151-153 Queen Street East

The committee reviewed an application for a Heritage Grant from the owners of the commercial property at 151-153 Queen Street East within the Heritage Conservation District. This project involves work to

repair/replace the structural beams in the attic and to renew the roof.
This is essential work for the safety and integrity of the building.

Moved By Michelle Stemmler

Seconded By Carey Pope

THAT the St. Marys Heritage Committee recommends approval of the Heritage Grant application to assist with structural work on the support beams and roof of the property at 151-153 Queen Street East.

CARRIED

8.5 Properties of interest or at risk

8.5.1 West Ward School

Nothing to report.

8.5.2 North Ward School site

No date has yet been set to hear the developers' response to the Planner's request for certain modifications and amendments to their proposal.

8.5.3 Wellington Street Bridge

Work is scheduled to begin June 26.

8.6 CHO Report

Not available.

8.7 Homeowner letters

Not available.

8.9 Cultural Planning: Strategic Plan update on implementation

Nothing to report.

9. COUNCIL REPORT

Nothing further to report.

8. REGULAR BUSINESS

8.5 Properties of interest or at risk

8.5.4 Church Street Bridge

Mary raised the point that the unexpected appearance of large flower boxes on both parapet walls of the Church Street Bridge should be of concern to Heritage St. Marys for several reasons.

First of all, it is a designated heritage structure and the committee was not consulted before this installation. When it was decided in 2014 to place flower boxes on the Queen Street Bridge, the committee was consulted and finally voted to approve this project, setting certain conditions: the boxes would not be permanent; they would not damage the stonework of the parapet walls.

The presence of these boxes on the historic limestone walls of the Church street Bridge is a distraction from the appeal of the bridge itself and may possibly damage the walls because the boxes are very heavy - four large boxes on each wall. The walls are scheduled for repairs and repointing following the Wellington street bridge construction. This extra burden on them cannot be beneficial.

It is understood that 2017 is a special year marking Canada's Sesquicentennial and that the Town has decided to plant extra flowers for this special occasion. It is not the wish of any member of the Heritage Committee to dampen enthusiasm for this occasion but there would be reasons to object to the boxes being placed on the Church Street Bridge in subsequent years.

Other committee members suggest that safety might be an issue because although the bridge is technically two-lane, drivers must be very careful when they meet on the bridge. The flower boxes make the passageway seem ever narrower than it actually is.

Also, the Church Street Bridge will be fortified during the construction of the Wellington Street Bridge, thus adding an additional restriction and distraction to safe crossing.

Al Strathdee suggested sending a letter to council concerning the specific heritage concerns - safety issues and potential structural damage are not the mandate of this committee. Mary will draft this letter.

8.8 Sign Bylaw

As noted earlier, the discussion concerning these sign applications took place as part of Jason Silcox's presentation. The formal motions arising from this discussion are presented below.

Note also that the two store fronts, 104 Queen Street East and 106 Queen Street East, are adjacent retail outlets in the same commercial (Gregory) block. This block dates from the early 1920s. Its distinguishing architectural features include a continuous decorative brick parapet with a commercial cornice and four-panel transoms above the display windows and entrance of each retail outlet. The two applications propose placing signs that completely or partially cover the transom.

In both cases, the Heritage Committee agreed that vinyl decals of compliant size in the windows would be a preferred alternative to covering an architectural element. The transom panels at 104 Queen Street East are currently covered and so it may be discovered that they are damaged or boarded up. However, this could be dealt with through a façade improvement grant and should not be a factor in this recommendation.

Neither should the fact that the retail outlets on either side of these two stores have signs that cover their transoms. Non-compliance should not be perpetuated.

It should also be noted that Heritage Committee members are sympathetic to the need for new businesses to have signage in place as quickly as possible.

8.8.1 104 Queen Street E.

The applicant's proposal is for an unlit fascia sign. It would fill the space that was originally a four-panel transom.

Moved By Carey Pope

Seconded By Stephen Habermehl

THAT the St. Marys Heritage Committee recommends that the new business, Spa 168, substitutes compliant window signage so as not to cover an identifiable architectural element of the building.

CARRIED

8.8.2 106 Queen Street E.

That applicant's proposal is for an unlit sign covering on of the four existing transom panels.

Moved By Stephen Habermehl

Seconded By Mary Smith

That the St. Marys heritage Committee recommends that the new business, Sheri Stylist, substitutes compliant window signage so as not to cover an identifiable architectural element of the building.

CARRIED

8.8.3 178 Queen Street E.

The applicant request approval for an unlit fascia sign in an appropriate space above the display window of his business.

Moved By Carey Pope

Seconded By Michelle Stemmler

THAT the St. Marys Heritage Committee recommends approval of the sign application for Stonetown Barber, 178 Queen Street East.

CARRIED

8.8.4 175 Queen Street E.

Trisha McKibbin explained the proposed signage that w3ill be incorporated into the landscaping work at the southwest corner of the Town Hall. It includes a large double-sided free-standing ground sign, identifying the St. Marys Town Hall. The committee agreed that the overall impression is of a well-designed sign, sympathetic to the Heritage District. The only question concerned the height of the sign and whether its placement would obscure the Community Player's temporary signage - or vice versa.

The other components were smaller signs directing visitors to the various offices and services within the building. These will either be attached to the building (at the west ground floor entrance and at the washroom corner) or be place in the ground (at the foot of the south-facing main stairway.) Some committee members had concerns that these signs would not be easily legible and might not meet AODA requirements. Also there is no signage for the elevator entrance and no

direction to the third floor auditorium. The committee was, however, satisfied that sincere efforts are being made to have minimal impact on the building Fabric as these very necessary signs are installed.

Moved By Stephen Habermehl

Seconded By Michelle Stemmler

THAT the St. Marys Heritage Committee recommends further study on the placement and size of the proposed signage and a further consideration of the informational content.

CARRIED

10. OTHER BUSINESS

10.1 Sesquicentennial planning

As Canada Day draws closer, plans are being finalized for the July 1 celebration in Cadzow Park. Promotional materials have been distributed and updates are available on the municipal website. Decorations in the park will include a collage on the retaining wall (the north end of the old pool) showing the history of the park.

10.2 Heritage Festival, July 7 to 9

Friday evening, July 7, will offer a play about the history of St. Marys written by June Cunningham and presented in the Town Hall auditorium.

On Saturday, the main day of the festival, there will be both walking and bus tours offered to visitors. Larry has agreed to lead a tour in the morning and Amy Cubberley will lead another tour in the early afternoon. Step-on bus tours will run on the hour through the day. Volunteers are needed to help with these tours. Trisha will circulate a schedule of sign-up slots for any Heritage Committee members who can help.

Sunday is the annual Museum Roaring Twenties Garden Party and the St. Marys Horticultural Society's Garden Tour.

10.3 Doors Open St. Marys, September 30, 2017

The organizing committee is meeting regularly and has almost finalized the sites that are participating in this event. As well as some old favourites, a number of new and interesting locations will be announced in the near future.

10.4 Sheep to Shawl

This even in support of the St. Marys Museum was taking place throughout the day - June 10. Committee members were invited to stop in Cadzow Park for a look at the activities.

11. UPCOMING MEETINGS

The next regular meeting is Saturday, July 8 - the same day as the Heritage Festival. Committee members agreed that if there are urgent agenda items - such as permit or grant applications to review - the committee should meet at this regular time at least to deal with these matters. Trisha will inform committee members early in the first week of July if a meeting is necessary.

12. ADJOURNMENT

Moved By Michelle Stemmler

Seconded By Stephen Habermehl

THAT this regular meeting of the St. Marys Heritage Committee adjourn at 10:45a.m.

CARRIED

Larry Pfaff, Chair