



# Heritage Stratford Advisory Committee

## MINUTES

A meeting of the Heritage Stratford Advisory Committee (HS) was held on Tuesday, March 11, 2025 at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

**Committee Members Present:** Jacob Vankooten – Chair, Brian Johnson, Barb Cottle, Anne Ceballo, Cambria Ravenhill, Councillor Larry McCabe, Jeff Atchison

**Staff Present:** Alex Burnett – Planner, Casey Riehl – Recording Secretary

**Regrets:** Andy Bicanic, Vicky Trotter – Council Committee Coordinator

### 1. Call to Order

Jacob Vankooten - Chair, called the meeting to order at 7:00 p.m.

Reading of the Land Acknowledgment and a moment of silent reflection.

Reading of the Respectful Workplace Conduct Statement.

### 2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

### 3. Adoption of Previous Minutes

**Motion by** Brian Johnson

**Seconded by** Cambria Ravenhill

**THAT the minutes from the Heritage Stratford Advisory Committee meeting dated January 14, 2025, be adopted as printed. Carried**

### 4. Business Arising from Previous Minutes

#### 4.1 Update on the James Anderson Award

Brian Johnson has contacted the recipient for last year's James Anderson Award and left messages. Mr. Johnson has spoken to the nominator to also

request if he can contact them. Mr. Johnson will try contacting them again closer to the end of March.

#### **4.2 Shakespearean Gardens Heritage Designation Update**

Alex Burnett reported that the designation request for the garden has gone to Council and been approved as a designated heritage property. The Clerk's Department has started the process to have it registered on title.

Mr. Burnett is requesting a motion from Heritage Stratford to move forward with ordering the designation plaque. The plan is to install the plaque later in the spring or early summer with the location to be determined. Members have suggested that the chimney would be a good option.

Staff will send a picture of a previous designation plaque showing the size and the wording. Mr. Burnett will contact Vicky Trotter to obtain a quote for the plaque. Mr. Burnett will draft the plaque wording for HS members to review at the April meeting.

As the designation plaque is quite small and wording is limited to specifically recognizing the property, HS members have suggested that an information sign could also be placed within the gardens. The sign could have information regarding the Friends of the Shakespearean Gardens and also explain some of the history of the gardens. Staff will also discuss the cost involved with this type of signage with Vicky Trotter.

### **5. Designation Sub-Committee Update**

#### **5.1 Update on Non-Designated Properties Register**

Alex Burnett reported that with the deadline for designating properties listed on the non-designated properties register extended to December 31, 2026, now would be a good time to review the current properties on the list. As of January 1, 2027 the properties listed will be removed from the non-designated roster and ineligible for designation for a span of five years. If HS wishes to work on getting some of the properties to Council prior to the end of 2026, please let Mr. Burnett know and he will work with them.

### **6. Building & Planning Services Report (February/March 2025)**

The Building & Planning report for February and March 2025 was previously provided to members. Alex Burnett, Planner reviewed the report with members and was available to answer questions.

Alex Burnett noted the importance of having the heritage alteration review reports submitted back to staff in a timely manner. Designating a primary point person, as well as a back up would be helpful. Brian Johnson volunteered to be the primary point person; Jacob Vankooten will be the secondary contact should Mr. Johnson not be available.

## **7. New Business**

### **7.1 Blue Plaque Nominations**

Brian Johnson reported that the sub-committee has met to discuss this year's recipients of the Blue Plaque Award. The sub-committee has recommended not to advertise this year for further nominations, as they have many nominations already in the que for consideration that have been submitted previous years. HS members support reviewing the nominations already received due to the amount already received. The sub-committee has two nominations in mind and will commence their research confirming background information and collecting photographs and information for the slideshows.

### **7.2 Request for Name Change of Street**

As Chair of Heritage Stratford, Jacob Vankooten has been asked to submit comments regarding a request to change a section of Line 29 to Gibb Line 29, between Highway 7 (Erie Street) and Wright Boulevard. HS members had no issue with the request and Mr. Vankooten will relay this back to Planning staff.

## **8. Date of Next Meeting**

The next meeting of Heritage Stratford will be held on Tuesday, April 8, 2025, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex, 353 McCarthy Road W., Stratford.

## **9. Adjournment**

**Motion by** Jeff Atchison

**Seconded by** Barb Cottle

**THAT the March 11, 2025 Heritage Stratford Advisory Committee meeting adjourn. Carried**

Start Time: 7:00 P.M.

End Time: 7:27 P.M.