



Heritage Stratford Advisory Committee

MINUTES

A meeting of the Heritage Stratford Advisory Committee (HS) was held on Wednesday, November 12, 2025 at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: Jacob VanKooten - Chair Presiding, Anne Ceballo, Councillor Larry McCabe, Jeff Atchison, Cambria Ravenhill

Staff Present: Alex Burnett – Planner, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Brian Johnson, Andy Bicanic, Barb Cottle

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 Councillor McCabe

Seconded by Anne Ceballo

THAT the minutes from the Heritage Stratford Advisory Committee meeting dated October 15, 2025, be adopted as printed. Carried

4. Business Arising from Previous Minutes

4.1 Update on Mornington Street Blue Plaque Award Presentation and Planning for 2026 Plaques

Cambria Ravenhill reported that the Blue Plaque at 108 Mornington Street in recognition of Sir Alec Guinness has been presented. The Mayor attended, as well as HS members and members of the public. After the presentation, pictures were sent to the media.

Ms. Ravenhill reported that a James Anderson Award nomination has been received, as 2026 is the year that the James Anderson Award will be presented. There are also some previous nominations already on file for consideration.

Motion by Jeff Atchison

Seconded by Anne Ceballo

That the Heritage Stratford Advisory Committee spends \$1,299.50 to purchase the designation plaque for the Shakespearean Gardens;

AND THAT Heritage Stratford spend up to a maximum of \$3,000.00 to pre-purchase (2) designation plaques for two properties in 2026. Carried

4.2 Shakespearean Gardens Information Signage

Vicky Trotter will continue to work on the design of the information signage with Alex Burnett.

5. Designation Sub-Committee Update

5.1 Update on Non-Designated Properties Register

No new updates provided.

6. Building & Planning Services Report (November 2025)

There were no permits issued for the November 2025 report.

7. New Business

7.1 National Trust for Canada Annual Membership

Motion by Anne Ceballo

Seconded by Cambria Ravenhill

THAT the Heritage Stratford Advisory Committee spends \$158.00 to renew their annual membership with the National Trust for Canada for 2026. Carried

8. Date of Next Meeting

The next meeting of Heritage Stratford will be held on Tuesday, December 9, 2025, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex, 353 McCarthy Road W., Stratford.

9. Adjournment

Motion by Cambria Ravenhill

Seconded by Anne Ceballo

THAT the November 12, 2025 Heritage Stratford Advisory Committee meeting adjourn. Carried

Start Time: 7:00 P.M.

End Time: 7:14 P.M.