



## Heritage Stratford Advisory Committee

### MINUTES

A meeting of the Heritage Stratford Advisory Committee (HS) was held on Tuesday, December 10, 2024 at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

**Committee Members Present:** Brian Johnson, Jeff Atchison, Jacob Vankooten, Barb Cottle, Anne Ceballo, Cambria Ravenhill, Andy Bicanic

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

**Also Present:** Members of the Public

**Regrets:** Councillor Larry McCabe, Vicky Trotter – Council Committee Coordinator

#### 1. Call to Order

Brian Johnson, Chair, called the meeting to order at 7:02 p.m.

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

Reading of the Respectful Workplace Policy Statement.

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

None declared.

#### 3. Election of 2024/25 Committee Chair and Vice-Chair

Staff declared nominations open for the 2024/25 Chair of the Heritage Stratford Advisory Committee. Jacob Vankooten put his name forward for consideration.

Staff asked if there were any further nominations. No further nominations were made.

**Motion by** Andy Bicanic  
**Seconded by** Anne Ceballo  
**THAT the nominations for the 2024/25 Heritage Stratford Advisory Committee Chair be closed. Carried**

Jacob Vankooten indicated that he would allow his nomination to stand.

**Motion by** Andy Bicanic  
**Seconded by** Anne Ceballo  
**THAT Jacob Vankooten be elected as the 2024/25 Chair of the Heritage Stratford Advisory Committee. Carried**

Staff declared nominations for the 2024/25 Vice-Chair of the Heritage Stratford Advisory Committee open. Brian Johnson put his name forward for consideration.

Staff asked if there were any further nominations. No further nominations were made.

**Motion by** Barb Cottle  
**Seconded by** Jeff Atchison  
**THAT nominations for the 2024/25 Heritage Stratford Advisory Committee Vice-Chair be closed. Carried**

Brian Johnson indicated that he would allow his name to stand.

**Motion by** Barb Cottle  
**Seconded by** Jeff Atchison  
**THAT Brian Johnson be elected as the 2024/25 Vice-Chair of the Heritage Stratford Advisory Committee. Carried**

Jacob Vankooten will now chair the meeting.

#### **4. Adoption of Previous Minutes**

**Motion by** Brian Johnson  
**Seconded by** Cambria Ravenhill  
**THAT the minutes from the Heritage Stratford Advisory Committee meeting dated November 13, 2024, be adopted as printed. Carried**

#### **5. Business Arising from Previous Minutes**

##### **5.1 Update on the James Anderson Award**

Brian Johnson is continuing to work with Thor Dingman to coordinate the presentation date for the James Anderson Award.

Alex Burnett noted that he has received an inquiry regarding the 2025 nominations for a Blue Plaque. He let them know that nominations have not yet been opened and will most likely start in February 2025.

## **5.2 Shakespearean Gardens Heritage Designation Update**

Alex Burnett reported that the Request for Designation will be going before Council next Monday, December 16, 2024. He will be presenting the report and invites any members of Heritage Stratford to attend if they would like.

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

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

Alex Burnett stated that he is anticipating the report for 120 St. Vincent Street will be scheduled to go to a January 2025 Council meeting.

The reports for the remaining three properties will be scheduled to go before Council later in the New Year.

- 87 Nile Street
- 35 Caledonia Street
- 144 Water Street

## **7. Building & Planning Services Report (December 2024)**

The Building & Planning report for December 2024 was previously provided to HS members. Alex Burnett, Planner reviewed the report with members and was available to answer questions.

## **8. New Business**

### **8.1 Heritage Stratford Sub-Committees**

Brian Johnson reviewed the three Heritage Stratford Sub-Committees for the information of the new members. There was discussion on who would like to remain as a volunteer and if there were new volunteers.

#### Permit Review & Heritage Sign Sub-Committee Members

Jacob Vankooten, Brian Johnson, Jeff Atchison, Larry McCabe, Andy Bicanic, Anne Ceballo

#### Designation Sub-Committee Members

Jeff Atchison, Barb Cottle, Cambria Ravenhill

Awards Sub-Committee Members

Brian Johnson, Barb Cottle, Cambria Ravenhill

8.2 Purchasing Blue Plaques

Brian Johnson suggested that the Committee purchase the two Blue Plaques for the upcoming year at the same time that they purchase a replacement plaque for Jenny Trout.

**Motion by** Brian Johnson

**Seconded by** Andy Bicanic

**THAT the Heritage Stratford Advisory Committee spends up to a maximum of \$3,000.00 from their 2024 budget to pre-purchase two Blue Plaques and also purchase a replacement Blue Plaque for Jenny Trout. Carried**

Barb Cottle will contact the manufacturer to make arrangements for all three plaques to be purchased and invoiced.

**9. Date of Next Meeting**

The next meeting of Heritage Stratford will be held on Tuesday, January 14, 2025, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex, 353 McCarthy Road W., Stratford.

**10. Adjournment**

**Motion by** Brian Johnson

**Seconded by** Andy Bicanic

**THAT the December 10, 2024 Heritage Stratford Advisory Committee meeting adjourn. Carried**

Start Time: 7:02 P.M.

End Time: 7:25 P.M.