



Heritage Stratford Advisory Committee

MINUTES

A meeting of the Heritage Stratford Advisory Committee (HS) was held on Tuesday, April 9, 2024 at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: Brian Johnson – Chair Presiding, Barb Cottle, Jacob Vankooten, Jeff Atchison, Andy Bicanic, Jack West

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

Regrets: Councillor Larry McCabe, Laura Dent

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. Adoption of Previous Minutes

Motion by Barb Cottle

Seconded by Jacob Vankooten

THAT the minutes from the Heritage Stratford Advisory Committee meeting dated March 12, 2024, be adopted as printed. Carried

4. Business Arising from Previous Minutes

4.1 James Anderson/Blue Plaques Update

Barb Cottle will contact both recipients to discuss possible dates near the end of May to present the plaques. Ms. Cottle will check with Heritage Stratford members once dates have been set. Jacob Vankooten volunteered to assist with installation of the plaques.

4.2 Shakespearean Garden Heritage Designation

Alex Burnett, Planner stated he did not have any updates.

4.3 Bike Racks – Active Transportation Advisory Committee/BIA

Vicky Trotter, Council Committee Coordinator will provide updates from the Active Transportation Advisory Committee once the proposal has been received.

5. Designation Sub-Committee Update

5.1 Update on Non-Designated Properties Register

Alex Burnett, Planner reported he is continuing to work on the designation reports for the two properties currently requesting designation. There is another property which is located on Water Street that has also been submitted for consideration. Barb Cottle and Alex Burnett will be completing a site visit April 10, 2024 for an initial review.

6. Building & Planning Report (April 2024)

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

7. New Business

7.1 Advisory Committee Budget Memo

Vicky Trotter, Council Committee Coordinator explained to that all advisory committees have been directed to work to have projects and budget funds allocated prior to their June meetings. This will insure they are completed and paid for by the end of the year.

7.2 Parameters for Working Groups

Vicky Trotter, Council Committee Coordinator reviewed with members the parameters for working groups within Advisory Committees. Working groups are to be comprised only of members of the Advisory Committee. Working groups can reach out to people who are not on the Advisory Committee to ask questions and get their expertise on specific items they are working on. The working groups can research special projects and complete all the background work outside of regular Heritage Stratford meetings and then come back and report to the Committee as a whole to make a final decision on the project, event, request to Council, etc.

8. Date of Next Meeting

The next meeting of Heritage Stratford will be held on Tuesday, May 14, 2024, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex, 353 McCarthy Road W., Stratford.

9. Adjournment

Motion by Andy Bicanic

Seconded by Jeff Atchison

THAT the April 9, 2024 Heritage Stratford Advisory Committee meeting adjourn. Carried

Start Time: 7:02 P.M.

End Time: 7:26 P.M.