



Agenda
Heritage Advisory Committee
June 11, 2026
2:00 p.m.
Council Chambers (157859 7th Line)

This document can be made available in other accessible formats and with communications supports as soon as possible and upon request.

1. Call to Order

2. Moment of Reflection

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Public Participation

Members of the public are encouraged to provide the Committee with their comments and questions. Presentations must be pre-arranged with Legislative Services before the agenda is released. Members of the public who wish to make a deputation about a specific agenda item at the meeting must register in advance with Legislative Services by 4:00 p.m. on June 10, 2026 by contacting dbruce@meaford.ca or 519-538-1060 ext. 1112. Presentations are limited to 10 minutes and deputations are limited to 5 minutes.

- a) Presentations
 - None.
- b) Deputations on Agenda Items

5. Approval of Minutes

- a) Minutes - March 11, 2026

Recommendation: That the minutes of the March 11, 2026 meeting of the Heritage Advisory Committee be approved as presented.

[Heritage Advisory Committee - 11 Mar 2026 - Minutes - Pdf](#)

6. Heritage Permit Applications

- a) HAC2026-06 – Heritage Permit HER01-2026 36 Sykes Street S

Recommendation: That the Heritage Advisory Committee recommend that the Council of the Municipality of Meaford approve , with the following conditions:

1. That the final materials and colours be to the satisfaction of Planning Staff.
2. That the brick façade be conserved and retained as proposed, with new brick materials to be integrated with the original brick.
3. That any future signage be subject to applicable Sign By-law requirements; and
4. That the works generally conform to the plans and renderings submitted with the application.

[HAC2026-06 – Heritage Permit HER01-2026 36 Sykes Street S](#)

b) HER02-2026 19-21 Nelson Street W (SVV Holdings Ltd)

Recommendation: That the Heritage Advisory Committee recommend that the Council of the Municipality of Meaford accept the submitted Heritage Impact Assessment (HIA), subject to a scoped peer review focusing on:

1. Evaluation of heritage value (particularly 19 Nelson Street West);
2. Justification for demolition; and
3. Consideration of reasonable alternatives to demolition;

And, approve Heritage Permit Application HER02-2026 – 19-27 Nelson Street West (SVV Holdings) seeking a demolition of 19 Nelson Street W and redevelopment of both properties to a mixed-use building, with the following conditions:

1. Full photographic and measured documentation of 19 Nelson Street West prior to demolition;
2. Submission and approval of a heritage interpretation plan, including commemoration of the Barnhart and Chisholm associations;
3. Salvage of heritage materials, where feasible, to the satisfaction of staff;
4. Final building materials and elevations to be to the satisfaction of Planning Staff;

5. That the development generally conform to the plans submitted with the application; and
6. That any future Phase 2 development be subject to additional Heritage Permit approval.

[HAC2026-07 - Heritage Permit HER02-2026 19-27 Nelson St W](#)

7. Items for Information

- a) HAC2026-01 Cultural Heritage Project Planning for 2026

Recommendation: That the Heritage Advisory Committee receive report HAC2026-01 Cultural Heritage Project Planning for 2026 for information.

[HAC2026-01 Cultural Heritage Project Planning for 2026](#)

8. Committee Inquiries

9. Communications

The Committee will consider correspondence received by members of the public during each meeting. To share your comments, thoughts, or concerns with members of the Committee, the public can send an email to **clerk@meaford.ca**.

When emails are received to this email address, they will be compiled into a Correspondence List which is then distributed to Committee members prior to the meeting. The cover sheet of this list will be included on each meeting agenda. The contents of the Correspondence List are not included on the public agenda to protect the privacy and personal information of those residents who choose to send in their thoughts and comments.

- a) CHO 2026 Spring Newsletter
[CHO 2026 Spring Newsletter](#)

10. Date of Next Meeting

July 8, 2026

11. Adjournment



This document can be made available in other accessible formats and with communication supports as soon as possible and upon request.

Corporation of the Municipality of Meaford

Committee Minutes

A Heritage Advisory Committee meeting of the Municipality of Meaford was held at 2:00 p.m. at Council Chambers on March 11, 2026.

Members:

Councillor Brandon Forder (Chair)
Nancy Harlton
David Roach
Will Smith

Members Absent:

John W. Hetherington
Simon Newbold

Staff:

Denise McCarl, Manager of Planning Services
Allison Penner, Deputy Clerk / Manager, Legislative Services
Joel Saunders, Project Manager - Infrastructure
Derek Bruce, Legislative Services Coordinator
Jessica Kenyon, Economic Development Coordinator

1. Call to Order

Chair Forder called the meeting to order at 2:00p.m. with quorum noted.

2. Moment of Reflection

A moment of reflection was observed.

3. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

4. Public Participation

- a) Presentations
 - None.
- b) Deputations on Agenda Items
 - None.

5. Approval of Minutes

- a) Approval of Minutes

Moved by: Member Roach
 Seconded by: Member Harlton

That the minutes of the October 8, 2025, November 20, 2025 and January 14, 2026 meetings of the Heritage Advisory Committee be approved as presented.

Carried

6. Heritage Permit Applications

- a) None.

7. Items for Information

- a) HAC2026-01 Cultural Heritage Project Planning for 2026

Ms. McCarl informed the committee that there is \$1000 in the 2026 budget for Heritage Committee projects. Initial suggestions included interactive heritage mapping, a heritage awards program and a heritage plaque program.

The Committee looked at other opportunities to engage the community, through events, and recognition programs while noting the importance of celebrating and promoting local heritage, including buildings that may not be officially designated but still have historical value.

In response to a question from the Committee regarding what may qualify for a heritage award, Ms. McCarl noted several built form and non-built form projects. She also noted qualifying projects do not need to be massive in scale; they can range from major structural adaptive reuse to detailed storefront restorations and interactive historical education projects.

The Committee noted that there is the potential to tie heritage efforts to sustainability, especially through adaptive reuse of buildings.

The Committee is interested in youth engagement, outreach programs, and participation in community events.

The Committee suggested consideration of collaborative initiatives like Doors Open events with nearby communities.

Moved by: Member Smith
 Seconded by: Member Roach

That the Heritage Advisory Committee receive report HAC2026-01 Cultural Heritage Project Planning for 2026 for information.

Carried

- b) HAC2026-02 Heritage Conservation District Plan Update - Draft Changes

Ms. McCarl noted the plan update has been underway since 2021 and builds on earlier consultant work, with added revisions such as updated property inventories, inclusion of missing or new buildings, and clearer policies.

New guidelines address additional residential units (e.g., garden suites), encouraging them to be less visible from the street to preserve heritage character. Stronger demolition policies are proposed, including requirements for heritage impact assessments and limits to prevent unnecessary loss of historic buildings. The district is divided into sub-areas (commercial, residential, mixed-use) to guide future development, though more detailed policies will come Page 7 of 145

through a broader harbour/ downtown master plan. The plan avoids major changes, like altering district boundaries, to prevent triggering a full redesignation process under the Ontario Heritage Act.

Public engagement has been limited so far, so staff plan to expand outreach (e.g., social media, direct engagement) before the next public meeting. Committee members are encouraged to review the draft and submit written feedback. A second public meeting is expected in spring (May/June).

The committee inquired as to how the consultants determined recommended building heights in the downtown area and what metrics or reasoning they used. Ms. McCarl explained that most downtown height rules are staying the same, including the three-story limit between Parker and Collingwood Streets. The main proposed change is between Collingwood and Nelson Streets: the west side would remain capped at two stories to preserve the character near Meaford Hall, while the east side could allow up to four stories.

The committee enquired on whether the demolition policy is strong enough to protect heritage buildings, particularly in cases where structures are deemed unsafe or deliberately neglected. In response, Ms. McCarl explained that the municipality has several safeguards, including a unique property standards bylaw with heritage provisions, which requires repairs to follow heritage guidelines rather than allowing simple removal of unsafe features. Demolition proposals must also be supported by a heritage impact assessment conducted by a qualified heritage professional—not just an engineering report—ensuring broader consideration of the building’s cultural value and the impact on the district. In practice, approvals may require partial retention (such as façades), peer review of assessments, and redevelopment plans with strict timelines to prevent vacant lots. While these tools provide meaningful protection, Ms. McCarl acknowledged that policies could be further strengthened and welcomed additional feedback to improve safeguards against demolition by neglect.

The Committee enquired whether the proposed Community Planning Permit System would streamline approvals without

compromising heritage oversight. Ms. McCarl explained that the system could combine multiple processes—such as minor variances, site plan approval, and heritage permits—into a single application, making it more efficient for applicants. While it may allow minor changes to be handled administratively (based on defined limits), more significant proposals would still require review by council or relevant committees. The approach could reduce workload for routine, low-impact projects while maintaining appropriate scrutiny for larger or more complex developments, but implementing it would require additional policy work and formal adoption within the planning framework.

A final draft will come back to the committee in summer, followed by council review and approval.

Overall, the update aims to strengthen heritage protections while allowing thoughtful, well-planned development in the district.

Moved by: Member Harlton
 Seconded by: Member Roach

That the Heritage Advisory Committee receive this report for information.

Carried

c) HAC2026-03 - BR-125 Heritage Value

Joel Saunders, Project Manager for Infrastructure, presented a project to replace Bridge BR25 on the Georgian Trail between Margaret and Edwin Streets, noting its historical significance and seeking feedback despite it being outside the heritage committee’s formal scope. He explained that the bridge is in deteriorating condition, with structural issues such as missing or damaged pilings, failing supports, and erosion. An environmental assessment (EA) is underway to determine the preferred solution, with public comments accepted until March 22.

The Committee noted that, while preserving heritage is important, this bridge has reached the end of its useful life, is becoming potentially unsafe, and offers limited historical value.

value to the community. It was also noted that restoration is not feasible and would require full replacement, which is significantly more expensive than rerouting the trail—roughly double the cost.

The committee raised questions about preserving heritage, suggesting commemorative options such as plaques if the bridge is removed, and whether similar structures should be proactively identified and protected in the future. Mr. Saunders explained that heritage consideration is triggered during infrastructure replacement processes rather than proactive listing.

The Committee questioned why a culvert, or pipe solution couldn't be used at the bridge. Mr. Saunders explained that the Georgian Trail bridge is located on a bend in the watercourse, which affects flow conditions, and that the existing structure may already be undersized. Due to regulatory requirements, the municipality must maintain or increase the waterway's hydraulic capacity to prevent flooding, meaning a smaller pipe would not be acceptable and could create upstream or downstream issues.

Moved by: Member Roach
 Seconded by: Member Harlton

That the Heritage Advisory Committee receive Report HAC2026-03 - Heritage Value of Bridge on Georgian Trail (Structure BR-125) for information purposes.

Carried

d) HAC2026-04 - Public Art Master Plan Student Project

Ms. McCarl introduced a student-led Public Art Master Plan project, describing it as an exciting opportunity for the municipality to develop clear policies and a framework for acquiring, placing, maintaining, and potentially decommissioning public art. The project is being completed by three graduate students in a planning program at the University of Guelph, who selected it from a list of municipal proposals. Given the fast academic timeline, the project will wrap up quickly, with a draft report expected by the end of March. This plan aims to address current gaps, as the

municipality lacks formal guidelines for public art, which has limited its presence in the community.

Ms. McCarl encouraged committee members and the public to participate by completing a survey to share their views on public art, ensuring it aligns with community values and the heritage conservation district. The students have already begun gathering input through interviews and site visits, and early survey engagement has been strong. Their findings will be presented at the end of March, followed by a detailed report for Council to review and potentially adopt or refine.

Moved by: Member Roach
 Seconded by: Member Harlton

That the Heritage Advisory Committee receive Report HAC2026-04 - Public Art Master Plan Student Project for information purposes.

Carried

8. Committee Inquiries

The committee asked whether additional members should be recruited to support participation and meeting attendance. Ms. McCarl explained that there is currently one official vacancy due to a resignation, but no final decision has been made about filling it, given that the committee’s term ends later this year alongside the council term. She noted ongoing concerns about maintaining quorum, especially with another member frequently absent, and indicated that staff are monitoring the situation before deciding whether to seek a replacement.

The committee enquired about the municipality’s continued membership in the Community Heritage Ontario (CHO) and upcoming conference participation. Ms. McCarl confirmed that the municipality maintains an annual CHO membership covering all committee members, allowing access to member rates the conference. While there is typically budget to send staff each year and possibly a committee member (sometimes on an alternating basis), attendance this year will depend on staffing changes and budget considerations, particularly due to

a recent vacancy. Staff indicated they would confirm availability and, if space allows, potentially determine attendance through a selection process such as a lottery.

The committee raised concerns about the potential decommissioning of the Canadian Register of Historic Places and whether the municipality should express support for its continuation. Ms. McCarl explained that Parks Canada plans to shut down the registry due to outdated and failing technology, and while Meaford does not currently have any sites listed on it, the register contains valuable heritage data from across the country. There is growing concern among heritage organizations that this information could be lost, prompting efforts to preserve or transfer the data to a new platform. Ms. McCarl noted that the committee could recommend that Council support these preservation efforts, as many groups are advocating for the registry to be maintained or rebuilt in an updated form.

9. Communications

a) CHOnews Winter2026 Newsletter

The Committee highlighted a new provincial initiative from the Architectural Conservancy of Ontario called the “Heritage Helping Housing” grant, which supports converting underused heritage buildings into housing. The program offers \$10 million annually in matching funds, covering up to 50% of project costs to a maximum of \$100,000, with half provided upfront—making it an attractive opportunity for adaptive reuse projects.

Ms. McCarl noted that while municipalities were invited to formally support the program, the deadline (March 13) was too soon for Meaford Council to pass a resolution. However, individuals can still submit letters of support directly.

b) National Trust for Canada Article - Canadian Register of Historic Places to Shut Down

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10. Date of Next Meeting

May 13, 2026

11. Adjournment

The meeting was adjourned at 3:50pm.

Brandon Forder, Chair

Derek Bruce, Recording Secretary



HAC2026-06 – Heritage Permit Application HER01-2026 36 Sykes Street South (Fialkowski)

Date: Thursday, June 11, 2026

From Denise McCarl, Manager, Planning Services

Recommendation

That the Heritage Advisory Committee recommend that the Council of the Municipality of Meaford approve Heritage Permit Application HER01-2026 36 Sykes Street South (Fialkowski), with the following conditions:

1. That the final materials and colours be to the satisfaction of Planning Staff.
2. That the brick façade be conserved and retained as proposed, with new brick materials to be integrated with the original brick.
3. That any future signage be subject to applicable Sign By-law requirements; and
4. That the works generally conform to the plans and renderings submitted with the application.

Executive Summary

The purpose of this report is to evaluate a Heritage Permit application for façade improvements to the existing two-storey commercial building located at 36 Sykes Street South, within the Downtown Meaford Heritage Conservation District (HCD).

The application proposes to:

1. Install 7 replacement double-pane windows and replace all sills with 4-inch limestone sills.
2. Change the 2nd floor exterior door opening (presently covered in plywood) into a window opening that matches the two windows on

- either side of the existing door opening. Raise the bottom to match windows and move top of the arch up to match existing windows.
3. Repaint upper floor front bricks in matching dark red brick colour after window install.
 4. New steel door (black) at left exterior front; window above replaced (framed in black)
 5. New wood-look composite clapboard 7-inch horizontal siding to replace exiting off-white siding on front.
 6. Demolish the existing front concrete step in front of store and pour a new, solid concrete step to match existing dimensions.

In support of the application, the owner included renderings of the existing façade and a rendering of the proposed changes.

The Ontario Heritage Act requires that Council meet specified timelines for making decisions about Heritage Permit Applications. Council must make a decision on this application within 90 days of receipt (by the July 27, 2026 Council meeting).

Staff reviewed the Meaford's Downtown Heritage District Plan and Guidelines and are of the opinion that the proposed development is generally consistent with the Guidelines. Staff recommend approval of this Heritage Permit subject to the conditions outlined in the recommendation of this report.

Background

The Municipality received a Heritage Permit Application to alter a property at 36 Sykes Street South. The owner is planning some repairs and improvements on the exterior of the property. The proposed works require approval from Council through the Heritage Permit process.

Subject Property

The Subject property is known as 36 Sykes Street South as shown in the Location Map below. The lands are also the home of Jakes Grab and Go restaurant.

The subject property location is near the corner of Sykes Street South and Boucher Street East, in a mostly commercial area.

Figure 1: Location Map - Subject Property

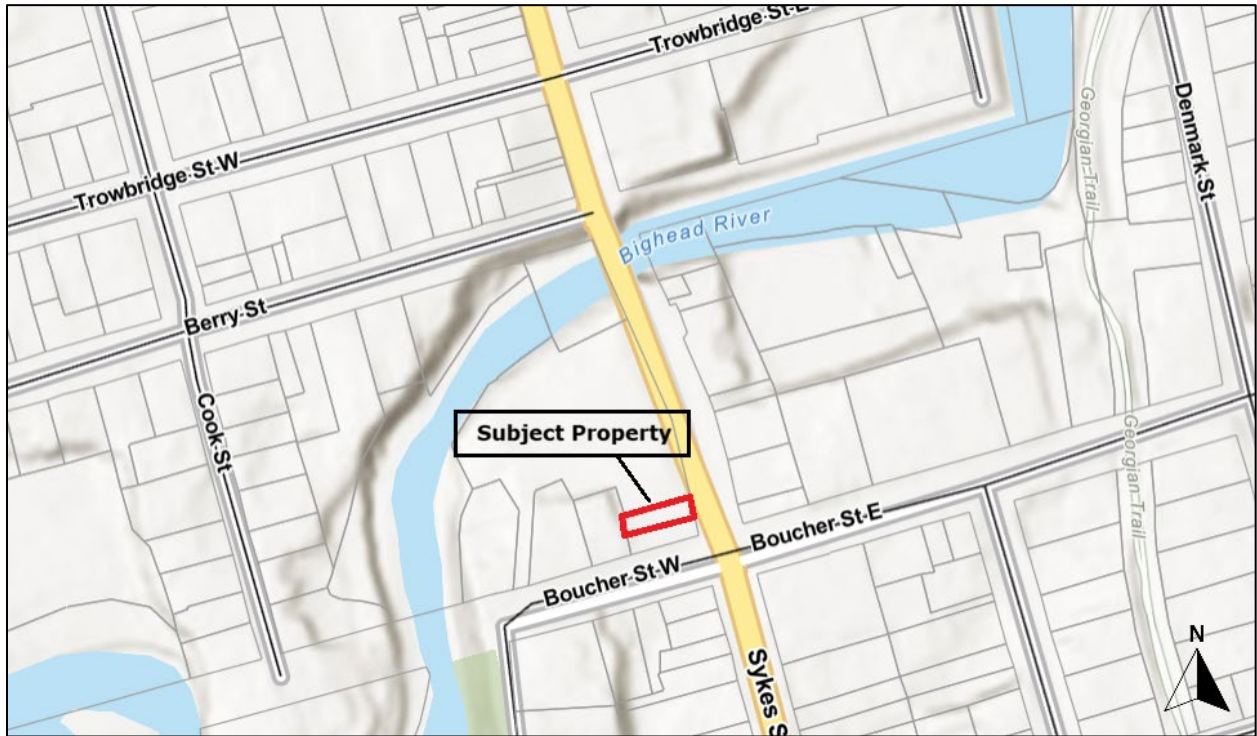


Figure 2: Aerial Map - Subject Lands



The property is primarily a red brick building with residential on the second floor and commercial on the main floor. The brick at the front is painted, shows some damage and has had previous repairs.

The building contributes to the historic main street character of the Downtown Meaford Heritage Conservation District (HCD) through its:

- Traditional commercial storefront configuration;
- Brick masonry construction;
- Upper-storey window openings with decorative brick lintels; and
- Continuous streetwall condition.

The existing storefront consists of white siding, a prominent white awning, and modernized glazing, which obscures the traditional base-storefront relationship.

Figure 3: Front and Side View (Google Streetview image)



The proposed alterations include:

1. Installing 7 replacement double-pane windows and replace all sills with 4-inch limestone sills
2. Changing the 2nd floor exterior door opening (presently covered in plywood) into a window opening that matches the two windows on either side of the existing door opening. Raise the bottom to match windows and move top of the arch up to match existing windows.
3. Repainting upper floor front bricks in matching dark red brick colour after window install.
4. Adding a new steel door (black) at left exterior front; window above replaced (framed in black)
5. Adding new wood-look composite clapboard 7-inch horizontal siding to replace exiting off-white siding on front.
6. Demolishing the existing front concrete step in front of store and pour a new, solid concrete step to match existing dimensions.

The proposed timing of the works is August 2026.

Decision Making Timeline

This application was received as a full and complete submission on May 24, 2026. Meaford Council has 90 days to give the Applicant one of the following:

- the permit applied for;
- notice that the council is refusing the application for the permit; or
- the permit applied for, with terms and conditions attached.

If Council fails to render a decision within the 90 days, the matter is deemed to be approved as outlined in Section 42(5) of the Ontario Heritage Act.

Based on the date of Notice of Receipt of the application, Council must render a decision by August 22, 2026. Because Council has a summer break, this matter is expected to be considered no later than the July 27, 2026 Council meeting.

Where a Municipal Heritage Committee exists, Council must consult with the committee within the 90-day timeline. This report provides an opportunity for the Heritage Committee to discuss this application and make recommendations to Council. Recommendations will form a follow up report to Council on this matter.

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Policy Framework

Ontario Heritage Act

The property is located within a Heritage Conservation District designated under Part V of the Ontario Heritage Act. Alterations, including demolition and new construction, require approval under Section 42 of the Heritage Act.

Downtown Meaford HCD Plan

The subject lands are located within the Downtown Meaford Heritage Conservation District and are considered a commercial heritage building. As such, the lands are subject to Section 4 of the HCD [guidelines](#). The following sections are most applicable to the proposed works:

Section 4.1 – Alterations to Commercial Heritage Buildings

- Provides overarching direction for alterations to existing commercial buildings.
- Emphasizes retaining and enhancing heritage character while accommodating change.

Section 4.1.1 – Storefronts

- Encourages retention or reintroduction of traditional storefront elements, including:
 - Display windows
 - Entrances
 - Sign bands
 - Supports compatible contemporary interventions that respect historic proportions and rhythm.

Section 4.1.2 – Materials and Finishes

- Encourages high-quality, durable materials.
- Discourages inappropriate modern cladding that detracts from heritage character.

Section 4.1.3 – Masonry

- Requires conservation of original masonry.

- Discourages covering or removing historic brick.

Section 4.1 (General Direction)

- Alterations should be compatible, distinguishable, and reversible, and should avoid removal of significant heritage attributes.

An excerpt of these sections is attached as Appendix 3.

Staff Analysis

Staff reviewed the above guidelines for this proposal. The following summarizes the analysis of the applicable guidelines.

Storefront Configuration

The proposed façade maintains a clear storefront hierarchy with a defined display window zone, entrance, and sign band, consistent with Section 4.1.1. While the detailing is contemporary, the proportions and rhythm reflect traditional main street storefronts, which align with the intent of the guideline.

Materials

Planned alterations include replacement of the existing white siding with wood cladding. Section 4.1.2 encourages durable, high-quality materials and discourages inappropriate cladding. Since the existing siding is synthetic materials, the proposed wood finish remains consistent with the District's character.

Masonry Conservation

The proposal retains the upper-storey brick façade, which is a defining heritage attribute. Section 4.1.3 emphasizes conservation of masonry and discourages covering it. It is noted the existing brick needs the ground floor has previously been altered. The application does not introduce additional loss of historic brick. An appropriate condition is recommended to ensure protection of the façade brick work.

Compatibility of Alterations

The proposed interventions to the lower level introduces contemporary elements but:

- Maintains the existing storefront proportions

- Is visually compatible with the historic building
- Is limited to the ground floor
- Treatments are reversible

This is consistent with the broader direction of Section 4.1, which supports compatible, distinguishable, and reversible alterations.

Overall Impact

The existing storefront obscures the historic commercial expression through modern siding and an oversized awning. The proposal improves consistency with the HCD guidelines by:

- Reinforcing traditional storefront organization (Section 4.1.1)
- Upgrading materials (Section 4.1.2)
- Retaining key heritage attributes (Section 4.1.3)

The colour palette and finish details should be finalized to ensure compatibility with adjacent buildings and any future signage should remain subordinate to the building façade.

Conclusions

The proposed façade improvements represent a net positive enhancement to the building and the Downtown Heritage Conservation District. The design improves material quality, maintains heritage form and proportions, and does not negatively impact identified heritage attributes. Accordingly, Staff recommend approval of the application, subject to conditions outlined in the recommendations of this report.

Supporting Documentation

Appendix 1 – Applicant’s Photo and Rendering

Appendix 2 – Additional Submitted Information (masonry repairs)

Appendix 3 – Window Specs

Appendix 4 - Excerpts from the Heritage Conservation District Plan and Guidelines

Respectfully Submitted:

Denise McCarl, Manager, Planning Services

Appendix 1 – Applicant’s Submitted Photos

Existing Front Façade of the Building



Proposed Alterations



From: [Kris Fialkowski](#)
To: [Meaford Planning](#)
Subject: Re: Meaford Heritage Permit Application - 36 Sykes St
Date: Sunday, April 19, 2026 8:14:50 PM
Attachments: [image001.png](#)
[image003.png](#)
[window specs.pdf](#)

You don't often get email from krisfialk@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Emily,

Sorry for the late reply. I have been consulting with my contractors about the project in order to answer your questions.

The door opening in the middle is currently lower but will be raised to match the surrounding windows. I am hiring a professional mason (Revive Masonry and Landscaping Inc. 7355 Ontario, 26 Hwy, Stayner ON, LOM 1S0). His email is [REDACTED]. The company that will do the interior carpentry will be Dan Schultz Carpentry Inc., Meaford, ON. For the window installation, we will hire Van Dolders Home Team Custom Exteriors, 1624 28th Ave E, Owen Sound, ON, N4K0A8. I have been in touch with [REDACTED].

Materials:

The mason is instructed to follow all methods and techniques and to use all the proper materials under the Heritage Act. He will use lime-based mortar and will restore any bricks possible for reuse (he also has available some old bricks for restoration projects). The sills will be 4" limestone.


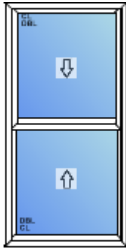
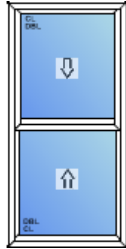
Installation and Repair:

1. The bottom of the middle opening will be raised to match the height of the windows on each side - roughly 4 courses high, 6 bricks per course.
2. A 4 inch limestone sill will be added which will also match the other two windows.
3. The top arch will also have to be moved up to the height of the windows on each side - roughly 3 courses.
4. The door on the inside will be accessed to match the two windows on either side and complete the carpentry work.
5. Then the new window can be installed.

I am also attaching Van Dolders project for the windows and front door.

Regards,

Kris

QUOTE	QUOTE DATE	PO NUMBER	CUSTOMER REF	TERMS																												
69954	3/5/2026		Kris Fialkowski																													
ITEM	DESCRIPTION	QTY	SIZE																													
1	400 Platinum Low Profile Picture Order Size: Order Size{FR-Frame Size} Color / Paint: Painted, Stock Color-Exterior, Paint Out-Gentek Black (PG-525) AV0102, Paint Charges Glass: Double Glazed, Glass Out-Clear, Glass In-Low E 180, Gas-Argon, Flat Glass Stop, Standard Super Spacer Accessories: NO BRICKMOULD Room/Location: Lot/location=Above front door	1	FR: 33 W X 39.5 H RSO: 34 W X 40.5 H																													
			<table border="1"> <thead> <tr> <th>UV(I)</th> <th>UV(M)</th> <th>SHG</th> <th>VT</th> <th>E-Star</th> <th>AF</th> <th>ER</th> </tr> </thead> <tbody> <tr> <td>0.27</td> <td>1.53</td> <td>0.59</td> <td>0.68</td> <td>Yes</td> <td>0.2</td> <td>40</td> </tr> <tr> <td colspan="4">CPD</td> <td colspan="3">ES</td> </tr> <tr> <td colspan="4">VBW-K-19-00779-00001</td> <td colspan="3">NR5806-48200823-ES5</td> </tr> </tbody> </table>	UV(I)	UV(M)	SHG	VT	E-Star	AF	ER	0.27	1.53	0.59	0.68	Yes	0.2	40	CPD				ES			VBW-K-19-00779-00001				NR5806-48200823-ES5			
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LINE ITEM:			Area: 34 sq ft. Perimeter: 34 Lin ft	Outside View																												
3	250 Double Hung Order Size: Order Size{FR-Frame Size} Color / Paint: Painted, Stock Color-Exterior, Paint Out-Gentek Black (PG-525) AV0102, Paint Charges Glass: Double Glazed, Glass Out-Clear, Glass In-Low E 180, Gas-Argon, Flat Glass Stop, Standard Super Spacer Hardware: Standard Cam Lock-White, 2 Locks Screen: Full Screen - Push Down, Black Fibreglass Mesh Accessories: NO BRICKMOULD, 3/4" Drywall return, Interior Acc white, Egress Specs=26.625 x 26.625 4.92 Sq ft Room/Location: Lot/location=All other units	4	FR: 31.5 W X 65 H RSO: 32.5 W X 66 H																													
			<table border="1"> <thead> <tr> <th>UV(I)</th> <th>UV(M)</th> <th>SHG</th> <th>VT</th> <th>E-Star</th> <th>AF</th> <th>ER</th> </tr> </thead> <tbody> <tr> <td>0.29</td> <td>1.65</td> <td>0.54</td> <td>0.6</td> <td>Yes</td> <td>0.3</td> <td>34</td> </tr> <tr> <td colspan="4">CPD</td> <td colspan="3">ES</td> </tr> <tr> <td colspan="4">VBW-K-23-00632-00001</td> <td colspan="3">NR0015622-965555-ES5</td> </tr> </tbody> </table>	UV(I)	UV(M)	SHG	VT	E-Star	AF	ER	0.29	1.65	0.54	0.6	Yes	0.3	34	CPD				ES			VBW-K-23-00632-00001				NR0015622-965555-ES5			
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LINE ITEM:			Area: 60 sq ft. Perimeter: 68 Lin ft	Outside View																												

Total Window Openings : 7
Total Patio Door : 0
Total Area : 104 Sq Ft
Total Perimeter : 115 Lin Ft

SUBTOTAL:

TAX 1 13%:

TOTAL:

4.1 ALTERATIONS TO COMMERCIAL HERITAGE BUILDINGS

4.1.1 Storefronts and street façades

Nineteenth century commercial street frontages are most often built out to the street frontage and side lot lines, appearing as a continuous wall. This is often referred to as the “street wall”. The Downtown Meaford commercial street wall has a variety building heights generally ranging from 2-3 storeys, and building roofs a generally flat. This building form should be maintained.



The Sykes Street commercial street wall

Storefronts must strongly represent their retail use on the building exterior. The conservation of commercial structures requires maintaining a balance between the needs of changing commercial uses and prevailing retail styles within the storefront area and the overall architectural heritage of the building.

When assessing a storefront for conservation purposes, it is essential to distinguish and maintain a balance between the overall permanent architecture of the storefront and the ever-changing retail displays within the storefront. This ensures that prevailing retail fashion does not destroy the heritage value of the architecture above and adjacent.

The following guidelines for commercial structures attempt to resolve the conflict between the modern needs of a commercial enterprise and the conservation of the overall architectural character of a structure:

- a) Maintain and repair, rather than replace, existing storefronts that are physically sound and compatible with the overall building facade through design, details and proportions. Storefronts may have historic value even if they are later additions.
- b) Examine existing storefronts to see if they are capable of revealing an earlier design beneath the present storefront which can be rehabilitated.

- c) Contemporary modern designs may be permitted provided they do not damage heritage building fabric and are complementary to the heritage building fabric.
- d) Existing storefronts may also be restored to an earlier period or style provided restoration is based upon historical documentation.

4.1.2 Foundations and walls

Foundations of nineteenth century buildings were usually of stone or later brick. The early twentieth century saw the introduction of concrete and concrete block foundations. Early foundations are susceptible to water damage for a number of reasons. For example, lime-based mortars can be eroded by constant wetting. The predominant historical exterior wall cladding in downtown Meaford is brick. When planning alterations, the following shall be considered:

- a) Ensure that surface drainage, especially from downpipes, is directed away from foundation walls.
- b) Traditional walling materials, including brick and wood siding, should be maintained and conserved. The application of new cladding, surfaces or coatings including pre-finished metal and vinyl sidings, stucco and the installation of Exterior Insulation and Finish Systems (EIFS) over traditional materials should be avoided within the District. These materials and others, such as concrete fibre board and synthetic wood products may be considered on a case by case basis.
- c) On buildings where these products have been applied to conceal deterioration or overdue maintenance, attention must be paid to the restoration, repair and maintenance of the original conditions.
- d) The use of cleaning methods that may permanently alter or damage the appearance of the surface or give a radically new look to the building, such as sandblasting, strong chemical cleaning solutions or high pressure water blasting, shall be avoided.
- e) The application of oil-based paints can cause masonry damage, by trapping moisture beneath the surface. The painting of previously unpainted masonry or the application of waterproofing and water repellant coatings requires a heritage permit but should be avoided.
- f) Brick is the dominant wall finish in the commercial core area. The re-pointing of brick masonry should be undertaken by tradespeople with experience with nineteenth century construction. Generally, lime based mortar should be used because of its colour and softer properties and joints should replicate the original in finish, colour and texture. Where lime-based mortar is not available, softer mortars with similar properties to the original should be used. Harder, cement mortars do not allow as much flexibility for the structure during freeze-thaw cycles and can cause brick units to deteriorate over time.
- g) Retain, repair and maintain the original architectural detailing of the upper façade, with particular attention to the cornice, fascia, window proportions and placement and window sash. Restore these elements when missing using historical photographs, if available. Missing elements such as balconies should be restored where possible. Secondary entrances to upper floors should be differentiated from the primary retail entrance.

4.1.3 Roofs

Roofing within the district includes flat, mansard, hipped, front, side and cross gable types. The integrity of roofing form and materials is crucial in protecting heritage building fabric that is generally contained below the roof. In considering alterations to roofing the following apply:

- a) Decorative roof features and original roofing materials should be retained and conserved wherever possible.
- b) Flat or sloped roofs shall be maintained.
- c) Ensure that vents, skylights and other new roof elements are sympathetic in type and material and that they are discretely placed out of general view from the street and public rights-of-way, whenever possible.
- d) The addition of solar panels may be permitted on roofs, but should not damage or remove heritage fabric. Wherever possible, solar panels should be installed in places that are generally out of view from the public realm.

4.1.4 Windows

Windows and glazing, as well as decorative elements that contain the window openings, such as hood mouldings, sills and lintels are important in maintaining the character and appearance of heritage building façades.



Window openings are important to the architectural character of buildings.

The following provisions apply in the consideration of changes to windows:

- a) Protect and maintain original window openings as well as distinguishing features such as materials, surrounds (trim) frame, shutters, sash and glazing. Repair of original window materials and features is encouraged prior to replacement.
- b) Modifications to the size, type or shape of window openings, removal of muntins, or covering of trim with metal or other material is discouraged.



HAC2026-07 – Heritage Permit HER02-2025 – 19-27 Nelson Street West (SVV Holdings)

Date: Wednesday, June 11, 2026

From Denise McCarl, Manager, Planning Services

Recommendation

That the Heritage Advisory Committee recommend that the Council of the Municipality of Meaford accept the submitted Heritage Impact Assessment (HIA), subject to a scoped peer review focusing on:

1. Evaluation of heritage value (particularly 19 Nelson Street West);
2. Justification for demolition; and
3. Consideration of reasonable alternatives to demolition;

And, approve Heritage Permit Application HER02-2026 – 19-27 Nelson Street West (SVV Holdings) seeking a demolition of 19 Nelson Street W and redevelopment of both properties to a mixed-use building, with the following conditions:

1. Full photographic and measured documentation of 19 Nelson Street West prior to demolition;
2. Submission and approval of a heritage interpretation plan, including commemoration of the Barnhart and Chisholm associations;
3. Salvage of heritage materials, where feasible, to the satisfaction of staff;
4. Final building materials and elevations to be to the satisfaction of Planning Staff;
5. That the development generally conform to the plans submitted with the application; and
6. That any future Phase 2 development be subject to additional Heritage Permit approval.

Executive Summary

The purpose of this report is to evaluate a Heritage Permit application proposing the demolition of the existing residential building at 19 Nelson Street West and the construction of a new mixed-use building on lands municipally known as 19 and 27 Nelson Street West.

While the submitted Heritage Impact Assessment (HIA) considers a broader redevelopment concept involving lands extending to Trowbridge Street West, the current application is limited to "Phase 1" works on the Nelson Street West frontage. The future redevelopment of lands on Trowbridge Street West is not the subject of this application and would be considered later as Phase 2.

The Applicant submitted a Heritage Impact Assessment (HIA) in support of the application and provided architectural renderings of the proposed redevelopment. A Site Plan Application is also under review and will be processed concurrently with this application.

The Ontario Heritage Act requires that Council meet specified timelines for making decisions about Heritage Permit Applications. Council must make a decision on this application within 90 days of receipt (by the July 27, 2026 Council meeting).

Staff reviewed the HIA and Meaford's Downtown Heritage District Plan and Guidelines and are of the opinion that the proposed development is generally consistent with the Guidelines. Staff recommend approval of this Heritage Permit for both the demolition and redevelopment, subject to the conditions in the recommendation of this report.

Background

The Municipality received a Heritage Permit Application to demolish a building at 19 Nelson Street and alter both properties at 19 and 27 Nelson Street West through redevelopment. The proposed works require approval from Council through the Heritage Permit process.

Subject Property

The Subject properties are known as 19 and 27 Nelson Street West as shown in Figures 1 and 2. The east parcel is 19 Nelson Street West and contains a residential dwelling, divided into apartments. The west parcel is vacant.

Figure 1: Location Map of Subject Lands

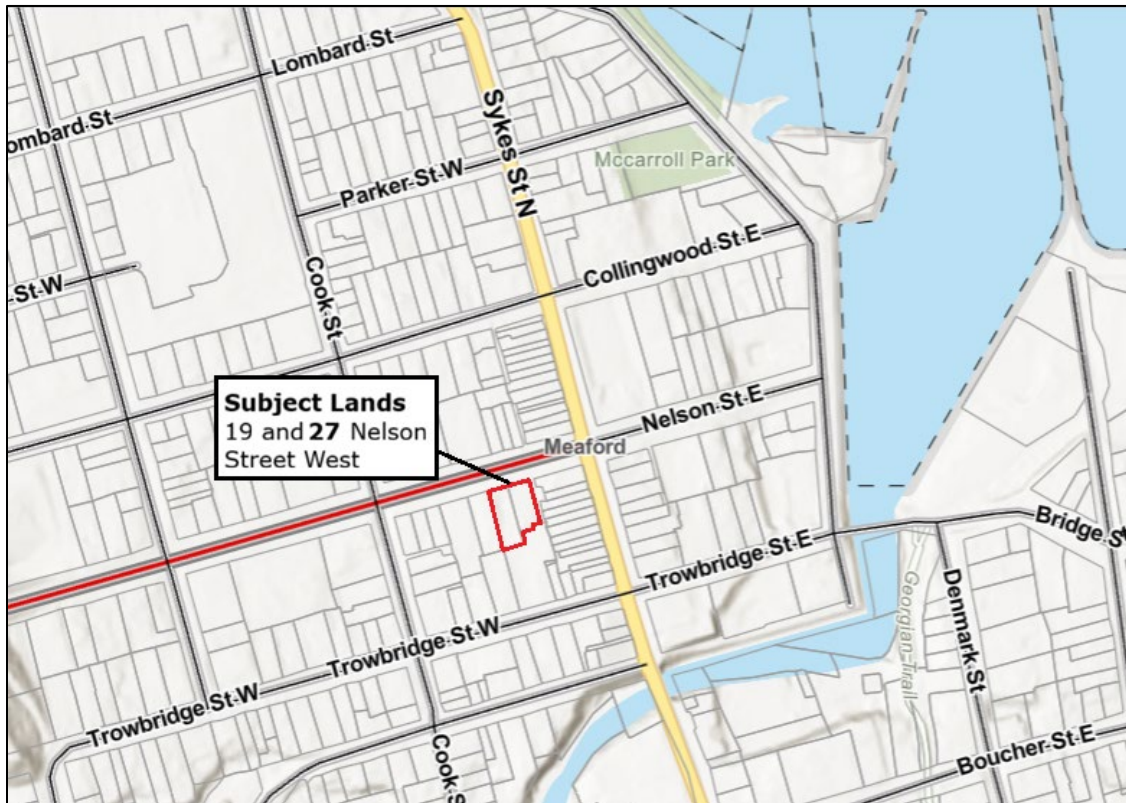


Figure 2: Aerial View of the Subject Lands



In support of this Heritage Permit Application the Applicant submitted:

- Architectural Drawing Set – attached as Appendix 1

- Heritage Impact Assessment (HIA) - attached as Appendix 2.

The Heritage Application reflects only a portion of a larger proposal which includes two phases. A Site Plan Approval application for the first phase was submitted concurrently with this application.

The overall proposal seeks to demolish three buildings and redevelop the lands in two phases:

Phase 1 – Nelson Street West (Subject of this Application)

This phase includes:

- Demolition of the residential building at 19 Nelson Street West;
- Construction of a three-storey mixed-use building with commercial uses at grade and residential units above.

Phase 2 – Trowbridge Street West (Future Phase)

- Demolition of buildings at 20 and 26 Trowbridge Street West
- Construction of a future building

However, no demolition or development is proposed for the Trowbridge Street lands at this time, and they are not subject to this application. The HIA does include these lands in its assessment.

Decision Making Timeline

This application was received as a full and complete submission and a Notice of Receipt was issued on June 3, 2026. Meaford Council has 90 days to give the Applicant one of the following:

- the permit applied for;
- notice that the council is refusing the application for the permit; or
- the permit applied for, with terms and conditions attached.

If Council fails to render a decision within the 90 days, the matter is deemed to be approved as outlined in Section 42(5) of the Ontario Heritage Act.

Where a Municipal Heritage Committee exists, Council must also consult with the committee within the 90-day timeline. Based on the date of Notice of Receipt of the application, Council must render a decision by September 1, 2026. Because Council has no meetings during a summer break, this matter is expected to be considered no later than the July 27, 2026 Council meeting.

Policy Framework

Ontario Heritage Act

The property is located within a Heritage Conservation District designated under Part V of the Ontario Heritage Act. Alterations, including demolition and new construction, require approval under Section 42 of the Heritage Act.

Downtown Meaford HCD Plan

The subject lands are located within the Downtown Meaford Heritage Conservation District. Demolition and redevelopment are subject to Section 4 of the HCD [guidelines](#). Relevant sections include:

Section 4.8.1 – New Freestanding Construction

This section guides the design of new construction within the Heritage Conservation District. Key principles include:

- Ensuring new buildings are compatible in height, massing, scale, and orientation with surrounding development;
- Maintaining the established streetscape rhythm, including building widths and façade articulation;
- Using high-quality materials, particularly masonry such as brick or stone;
- Encouraging contemporary design that reflects its own time, while respecting historic character; and
- Avoiding blank façades and reinforcing active street frontages, particularly at grade.

Section 4.9.1 – Demolition of Heritage Buildings and Structures

This section outlines the approach to demolition within the District. Key principles include:

- Demolition of heritage buildings is generally not permitted except in extenuating circumstances
 - Such circumstances may include structural failure, safety concerns, or demonstrated economic infeasibility of repair
- Supporting documentation, including professional assessments, is required

- Consideration may be given to the feasibility of retention, relocation, or adaptive reuse
- Ensuring that demolition does not result in vacant or underutilized sites that detract from the character of the District.

An excerpt of these sections is attached as Appendix 3.

Staff Analysis

Staff reviewed the above guidelines for this proposal. The following summarizes the analysis of the applicable guidelines.

There are two components to this application – the demolition of 19 Nelson Street West and the redevelopment of new buildings on the lands. These are discussed separately with conclusions at the end of this section.

Demolition (Section 4.9)

The proposed demolition of 19 Nelson Street West represents the most significant heritage issue associated with the application.

The HIA concludes that the building:

- Has historical and associative value, including links to the Barnhart and Chisholm families;
- Meets 2 out of 9 criteria under Ontario Regulation 9/06;
- Has been extensively altered and is in poor condition, with structural deficiencies identified in the report;
- Would require substantial and cost-prohibitive upgrades to accommodate continued use.

Staff note that the building retains identifiable heritage value and that demolition of heritage resources is generally discouraged under the HCD Plan. However, staff acknowledge that the building has low physical integrity, there are significant structural and economic constraints, and adaptive reuse is not considered feasible.

Based on these factors, staff reluctantly support the demolition of 19 Nelson Street West, as it meets the threshold for “extenuating circumstances” under Section 4.9 of the HCD Plan.

Staff also note that the demolition is directly tied to the immediate Phase 1 redevelopment proposal, and therefore can be evaluated within the context of a defined replacement building. Any approval of demolition must be conditional on appropriate timing which includes a building permit for redevelopment.

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New Construction – Phase 1 (Section 4.8.1)

The proposed new building has been evaluated against Section 4.8.1.

The building:

- Is approximately three storeys in height, consistent with the District;
- Utilizes brick as the primary material;
- Incorporates traditional storefront proportions and façade articulation;
- Provides active commercial frontage at grade.

The proposal is:

- Compatible in scale and massing;
- A contemporary interpretation of historic forms;
- Generally consistent with the character of the District.

Staff do note that the setback along Nelson Street does not fully reflect the traditional streetwall pattern; however it is noted that the proposal is consistent with the Meaford Zoning By-law, which requires a 6.0 metre setback along Nelson Street in this area.

Design and Materials (Section 4.1)

Section 4.1 is helpful in review of design components. In this case, the design:

- Includes articulated storefronts consistent with Section 4.1.1;
- Utilizes appropriate materials in accordance with Section 4.1.2;
- References historic detailing without replicating specific buildings.

The proposal design is considered compatible and appropriate.

Heritage Impact Assessment

A Heritage Impact Assessment has been submitted in support of a broader redevelopment concept.

While comprehensive, staff note:

- The HIA assesses lands beyond the scope of the current application;
- Findings related to Trowbridge Street are informational only and not determinative at this time.

The HIA has been primarily considered in relation to the demolition of 19 Nelson Street West and the design of the Phase 1 building.

Staff recommend acceptance of the HIA, subject to a scoped peer review. The scoped review would assess the evaluation of heritage value of 19 Nelson Street West, the justification for demolition, and the consideration of reasonable alternatives to demolition. The peer review would consider the implications of the full redevelopment proposal and no further peer review would be required for Phase 2.

It should be noted that past practice in the municipality for peer review of HIA studies has been used where demolition of existing heritage buildings are proposed. It has not been past practice to require a peer review of such studies for vacant properties.

Conclusions

The application represents the first phase of a broader redevelopment concept within the Heritage Conservation District. While the proposal includes demolition of a building with identified heritage value, staff are satisfied that:

- The demolition of 19 Nelson Street West is justified due to its condition and lack of integrity
- This conclusion is reached reluctantly, recognizing its historical significance
- The proposed replacement building is generally compatible with the District.

Staff further emphasize that the current application is limited to Phase 1 and any future demolition or redevelopment on Trowbridge Street West is not under consideration at this time and must be reviewed through a separate application. Staff recommend a scoped peer review of the HIA in line with past practice for applications proposing demolition of historical buildings. Measures for mitigation in line with the HIA should be included as conditions of a Heritage Permit and are included in staff's recommendations within this report.

Supporting Documentation

Appendix 1 – Architectural Drawings

Appendix 2 – HIA

Appendix 3 - Excerpts from the Heritage Conservation District Plan and Guidelines

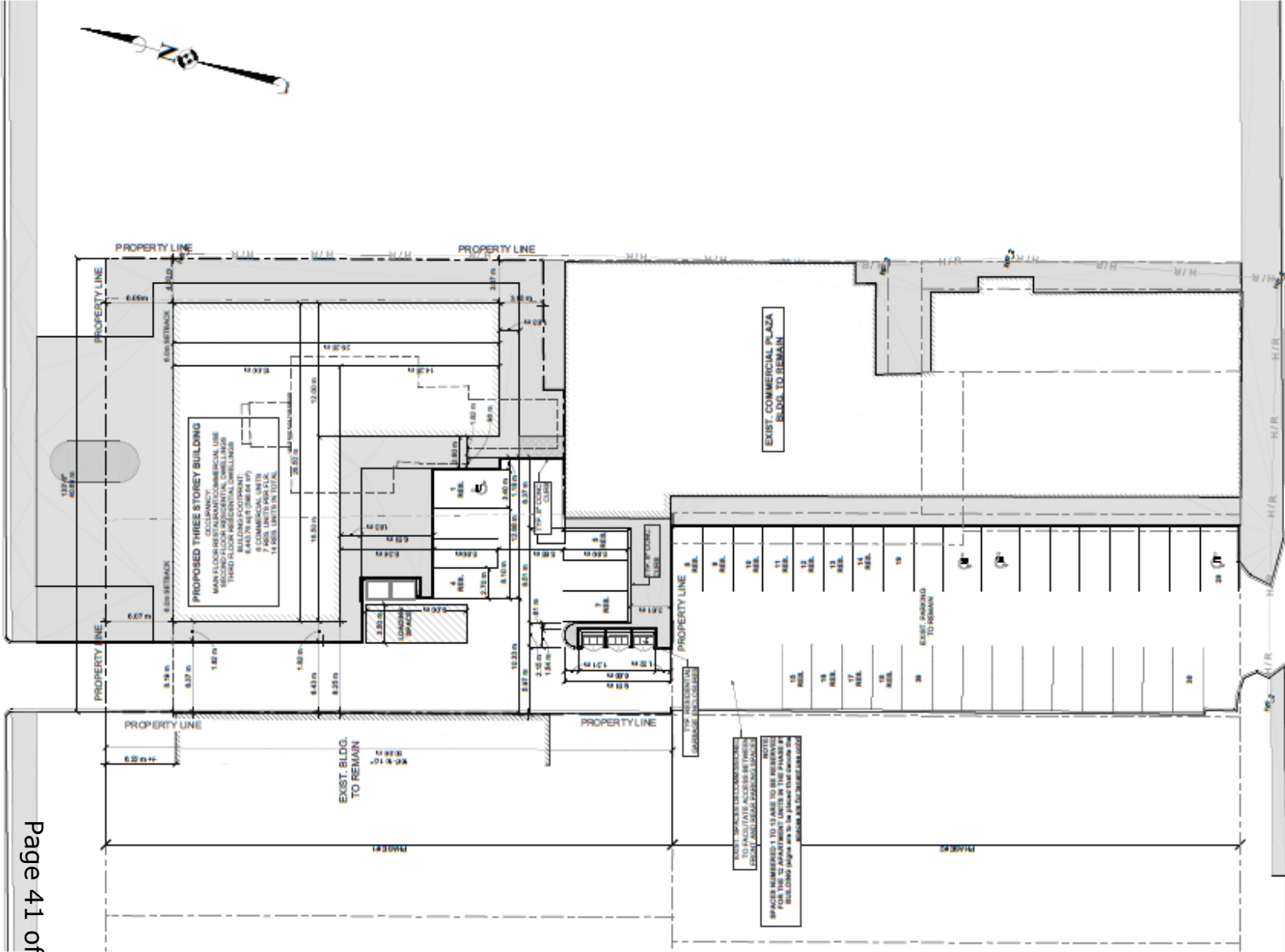
Respectfully Submitted:

Denise McCarl, Manager, Planning Services





Real perspective – Southwest side



TROWBRIDGE ST. W



PlanForge

HERITAGE IMPACT ASSESSMENT

20 & 26 Trowbridge W & 19 & 21 Nelson W
Meaford, ON

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EXECUTIVE SUMMARY

The proposed development will provide compatible well-designed infill that is complementary to the heritage district and adjacent heritage resources. It will provide new commercial and residential units in the downtown core on an underutilized parcel that contains an empty lot and a 20th century commercial building. The two heritage buildings on the site are in such poor condition and so heavily altered that integration into the development is not warranted or financially feasible. Both buildings have been heavily altered and are in very poor condition.

The new development includes commemorative and interpretive elements to conserve the historic and contextual values associated with the two buildings that are proposed for demolition. In addition to the strategies provided, it is recommended that additional measures be undertaken.

Therefore, it is recommended that the Heritage Permit Application be approved, with the following conditions:

1. full photo documentation of **19 Nelson Street West** should be provided to the heritage committee, prior to the issue of a demolition permit
2. interpretive material related to **19 Nelson Street West** should be integrated into the development making links between this house and the merchants associated with it including Barnhart & Wagstaff and Chisholm & Co., as a condition of site plan approval
3. the interpretive plaque with an image of the stonemason's workshop at **20 Trowbridge Street** should be based on historic images such as the c.1910 postcard included in this report, as a condition of site plan approval
4. a timeline and drawings for **Phase 2** should be provided to planning staff and the heritage committee for review, prior to the issue of building permits for Phase 2.

1.0 INTRODUCTION

Preparation of this report included site investigation, a review of relevant heritage policies and applicable legislation, and historical research to clarify the cultural heritage value and cultural context of the subject property. Research assistance was provided by staff at the Meaford Museum and Grey Roots Museum & Archives.

2.0 LOCATION

The subject property is a rectangular parcel extending through the block between Nelson Street West and Trowbridge Street and is directly behind commercial properties on the west side of Sykes Street. It comprises the following municipal addresses:

- 20 Trowbridge Street West Morris Memorials
- 26 Trowbridge Street West commercial plaza and surface parking lot
- 19 Nelson Street West brick dwelling converted to residential apartments
- 21 Nelson Street West vacant lot



AERIAL PHOTO: the subject property comprises 20 & 26 Trowbridge Street West and 19 & 21 Nelson Street West and contains 3 existing buildings, a paved parking lot, and a vacant lot. The existing structures are proposed for demolition to accommodate redevelopment.

3.0 SITE DESCRIPTION

The subject property contains three existing structures including two commercial buildings on Trowbridge Street West and one residential building on Nelson Street West. There is a paved parking lot on Trowbridge Street West and a vacant lot on Nelson Street West. The parcel extends through the block with frontages on Trowbridge Street West and Nelson Street West. The side property line abuts an alleyway that runs through the block behind commercial properties fronting on Skyes Street.

Sykes Street is the main commercial street and thoroughfare through the downtown core. Trowbridge Street West and Nelson Street West are side streets that contain a mix of uses including commercial, civic, institutional and residential. The built form is low rise, ranging in height from 1 to 3 storeys in height. Skyes Street has attached commercial rows built to the street edge. Trowbridge and Nelson Street West have detached buildings and the setbacks are varied.

20 Trowbridge Street West

The structure at 20 Trowbridge Street West is a 2-storey brick building that was built c.1900. It has a gable roof with a front facing gable. At street level, it has a modern aluminum and glass commercial storefront with angel stone and wood cladding. The front wall of the building sits directly on the sidewalk edge. Windows on the side elevation have been removed and infilled. There are 2-storey additions at the back.



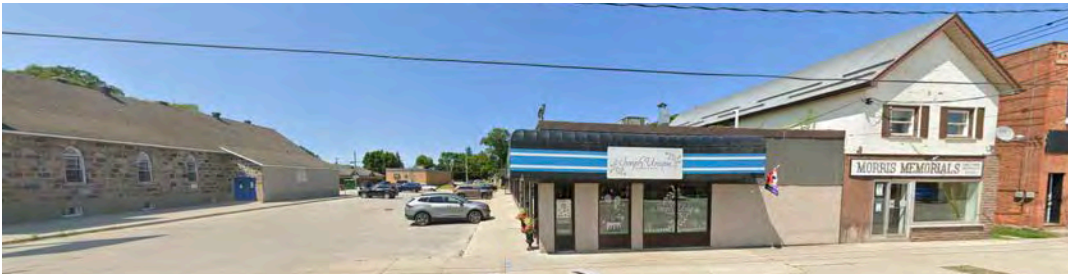
20 TROWBRIDGE STREET WEST: c.1900 brick commercial building that has been heavily altered and is in poor condition

26 Trowbridge Street West

The structure at 26 Trowbridge Street West is a one-storey concrete block commercial building that was built in the later 20th century. It has a flat roof. Each commercial unit has a glazed storefront. The end unit is oriented towards Trowbridge Street West and the rest are oriented towards the parking lot that comprises the west half of the lot.



26 TROWBRIDGE STREET WEST: commercial plaza with commercial units oriented towards the parking lot.



TROWBRIDGE STREET WEST FRONTAGE: 2 commercial buildings and a surface parking lot

19 Nelson Street West

The structure at Nelson Street West is a 2-storey dwelling that has been converted to residential apartments. It is comprised of a 2-storey main block at the front that is constructed of brick and has a hipped roof. There are two 1.5-storey additions at the rear with gable roofs that are clad in vinyl siding. Beyond the rear additions there is a 1-storey concrete block building with a flat roof.

It is oriented towards Nelson Street West and has a five-bay façade with a covered entrance in the center bay. The front door has a glazed transom and sidelights. The building is setback from Nelson Street West with a lawn in front and there is a paved parking area on the left side. There are no notable landscape features or trees on the property.



19 NELSON STREET WEST: 2-storey, 5-bay, brick dwelling that has been heavily altered and is in poor condition

21 Nelson Street West

The property at 21 Nelson Street West is a vacant lot with no structures. There are no notable landscape features or trees on the property



21 Nelson Street West is an empty lot – LEFT: view from Nelson Street – RIGHT: view to Nelson Street from the parking lot on Trowbridge Street – former site of the church

4.0 HERITAGE PLANNING CONTEXT

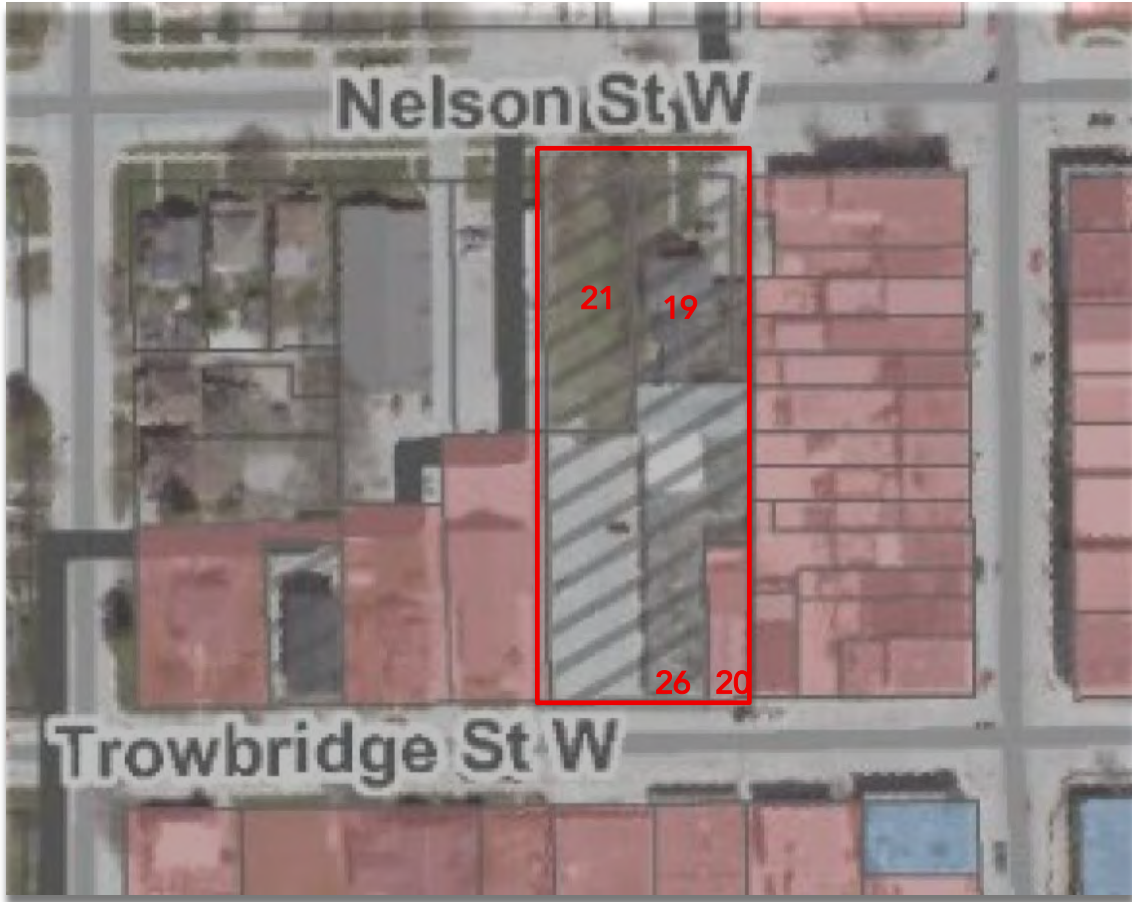
Downtown Meaford Heritage Conservation District

The subject property is in the **Downtown Meaford Heritage Conservation District** that is Designated under Part V of the *Ontario Heritage Act*. Changes in the heritage district are guided by the *Downtown Meaford Heritage Conservation District Plan and Guidelines* (MHBC 2014). The district boundary encompasses the historic port area, Sykes Street the main commercial street, the Town Hall and civic square, and side streets that connect the port to Sykes Street and the Civic Square.

Properties in the heritage district are classified as ‘heritage’ or ‘not heritage’. In the *HCD Plan*, ‘not heritage’ buildings are defined as “contemporary buildings or older buildings where the heritage fabric has been significantly altered.”

On-Site Cultural Heritage Resources

The only building on the subject property that is classified as ‘heritage’ in the *HCD Plan* is **20 Trowbridge Street**. The other two buildings on the subject property at 26 Trowbridge Street West and 19 Nelson Street West are ‘un-classified’.



DOWNTOWN MEAFORD HCD PROPERTY CLASSIFICATION

Address:	Classification in HCD Plan (NPG, 2022)	Recommended re-classification
20 Trowbridge Street West	heritage	not heritage
26 Trowbridge Street West	un-classified	not heritage
19 Nelson Street West	un-classified	not heritage
21 Nelson Street West	un-classified	heritage

heritage
 not heritage
 un-classified



20 Trowbridge W (c.1900)



26 Trowbridge W (mid-20th century)

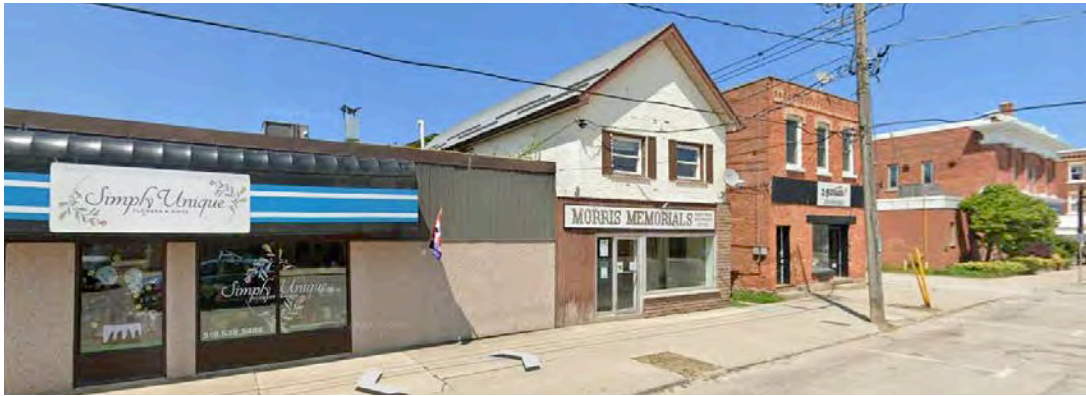


19 Nelson W (c.1870)

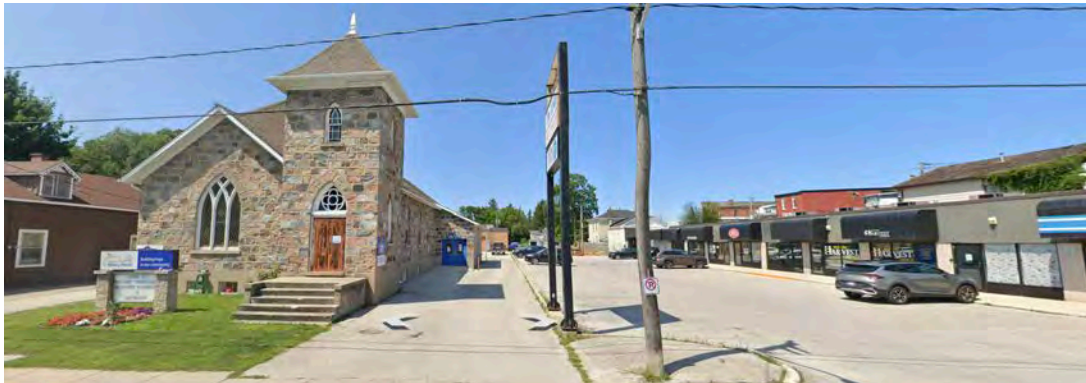
Adjacent Cultural Heritage Resources

Trowbridge Street West Streetscape

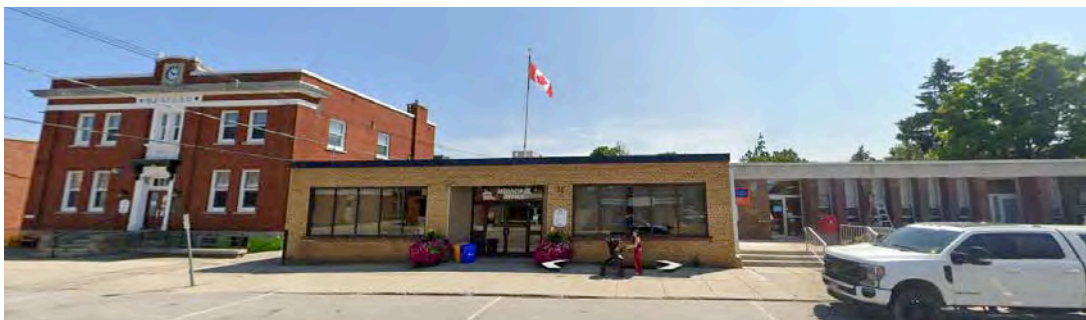
The Trowbridge Street West streetscape contains a mix of 19th and 20th-century buildings ranging in height from 1-2-storeys in height. Front setbacks are varied with commercial buildings at the east end of the block built close to the street, institutional buildings such as the Municipal Hall and Church and residential properties at the west end of the block set back from the street.



TROWBRIDGE STREET WEST STREETScape – NORTH SIDE – adjacent heritage building at 16 Trowbridge Street West – 2-storey 19th century brick commercial buildings that had commercial uses on the ground floor with residential quarters above



TROWBRIDGE STREET WEST STREETScape – NORTH SIDE – adjacent heritage building at 34 Trowbridge Street West



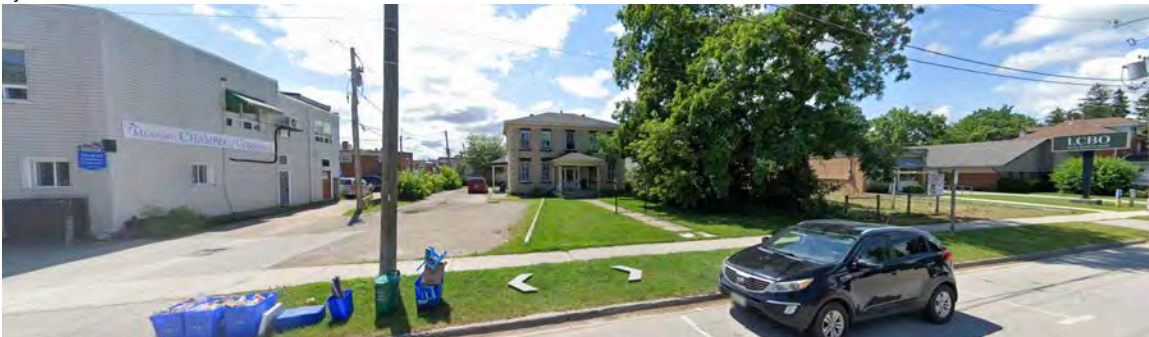
TROWBRIDGE STREET WEST STREETScape – SOUTH SIDE – heritage buildings across the street

Nelson Street West Streetscape

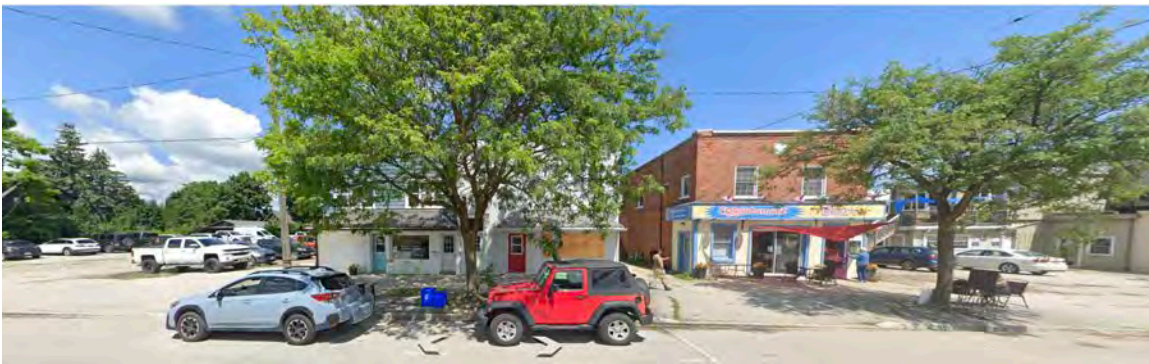
The Nelson Street West Streetscape has been impacted by 20th century demolitions that has left vacant lots on both sides of the street including the vacant lot on the subject property at 26 Nelson Street West where the former Disciples Church was demolished. The large commercial block on Sykes Street anchors the east end of the block and has several bays on Nelson Street West. The subject property is separated from this property by an alleyway. The LCBO is adjacent to the subject property to the west.



NELSON STREET WEST STREETScape – the Chisholm Block (1871), an important landmark building on the corner of Sykes Street and Nelson Street West



NELSON STREET WEST STREETScape – SOUTH SIDE – alleyway and brick dwelling converted to apartments



NELSON STREET WEST STREETScape – NORTH SIDE – the north side is outside the Heritage District

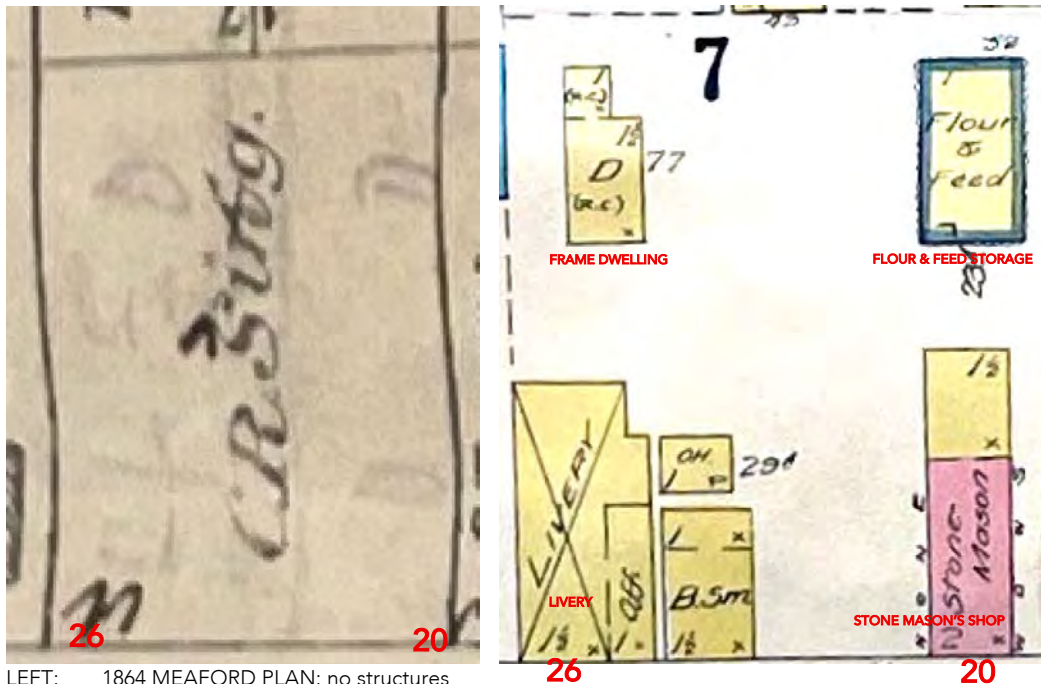
5.0 HISTORICAL RESEARCH

20 & 26 Trowbridge Street West

The commercial building at 20 Trowbridge Street West does not appear on the **1864 Map of Meaford**. At that time, the double-lot corresponding to 20 & 26 Trowbridge Street West has no structures on it and is owned by **C.R. Sing**

The **1925 Fire Insurance Plan** shows a brick building with a frame extension at the back that is identified as a **stone mason's shop**. This corresponds to the building at 20 Trowbridge Street West. The 1925 Fire Insurance Plan shows a frame building behind the stone mason's shop that is identified as a **Flour & Feed storage building**. This building has been demolished.

The **1925 Fire Insurance Plan** shows a collection of frame buildings on the west half of the lot that have since been demolished and replaced by the existing commercial plaza and parking lot at 26 Trowbridge Street West. The frame building near the street edge are identified as a **Livery** and there is a **small frame dwelling** behind the livery.



LEFT: 1864 MEAFORD PLAN: no structures

RIGHT: 1925 FIRE INSURANCE PLAN: stone mason's shop with a flour & feed storage building behind at 20 Trowbridge Street West and a Livery with a frame dwelling behind at 26 Trowbridge Street West

A search of archival material at the Meaford Museum and the Grey Roots regional archives identified one historic photo linked to the brick dwelling at 20 Trowbridge Street West. The **c.1910 Photo of the Bright's Drugstore** captures the north side of

Trowbridge Street and the front of the stonemason's shop. A comparison with its current condition reveals that the building has been substantially altered.



c.1910 BRIGHTS DRUGSTORE, corner of Sykes & Trowbridge W, looking west on Trowbridge Street West. The front of the stonemason's workshop at 20 Trowbridge Street West is visible on the right. [Meaford Museum]

19 & 21 Nelson Street West

The lots that are now known as 19 and 21 Nelson Street West were historically owned by **D.L. Layton**. In 1858, Layton donated land for construction of the **Disciples' Church**. It was the first church built by the congregation in Meaford. Layton was a Church Trustee along with other local businessmen who were also members of the church. The congregation remained there until 1887 when they purchased a new site further west on Nelson Street West, away from the busy commercial core. The 1st Disciples' Church was sold and subsequently served various purposes. On the 1925 Fire Insurance Plan it is identified as the **Mirror Printing Office**. In 1980 it was **Creighton's Implement Shop**. In 1998 it was the **Backstreet Café** (pictured above). It has since been demolished and there is now a **vacant lot at 21 Nelson Street West**.

The Italianate **brick dwelling at 19 Nelson Street West** does not appear on the **1864 Map of Meaford**. This map indicates that the lot belongs to 'D.L. Layton' but there are not structures on the property. Land records and other archival records were consulted to confirm the ownership of 19 Nelson Street West. The records indicate that the 2-storey brick dwelling on the property was likely **built c.1870 for Charles Barnhart**.

Historic records indicate that the dwelling at 19 Nelson Street West (Lot 17) was the **Chisholm Residence** between 1892 and 1925. It was occupied by members of the family

including Hugh Chisholm, agent - A.J. Chisholm, agent - and W.N. Chisholm, Custom's Officer. The brothers were likely involved in the running of the **H. Chisholm & Co.**, general store and grain merchants, located next door in the **Chisholm Block** on the corner of Skyes Street and Nelson Street West.

The original patent for Lot 17 was given in 1854 to **David Lynds Layton**, Meaford's first postmaster. Lynd did not build a house on Lot 17, his residence was located on Winhuysen Square. In 1858, he donated a ¼-acre in Lot 17 to the Disciples congregation to build the first **Disciples Church** in Meaford.

The house at 19 Nelson Street West was probably built by **Noah Barnhart**, partner in the **Barnhart & Wagstaff** drugstore, after he purchased the lot from David L. Layton for \$300 in 1870. His sons **Kenneth and James Barnhart** took out a large mortgage on the property in 1883 for \$7,400., perhaps related to re-building elsewhere after the Meaford fire in 1883, or it could be associated with construction or enlargement of the dwelling at 19 Nelson Street West.

When **Henry & Jane Chisholm** purchased the property in 1892 they paid \$2,600., indicating that there was definitely a substantial dwelling on the property by that time. The Chisholm family retained ownership until 1925, although after 1918 it appears to have been leased to tenants.

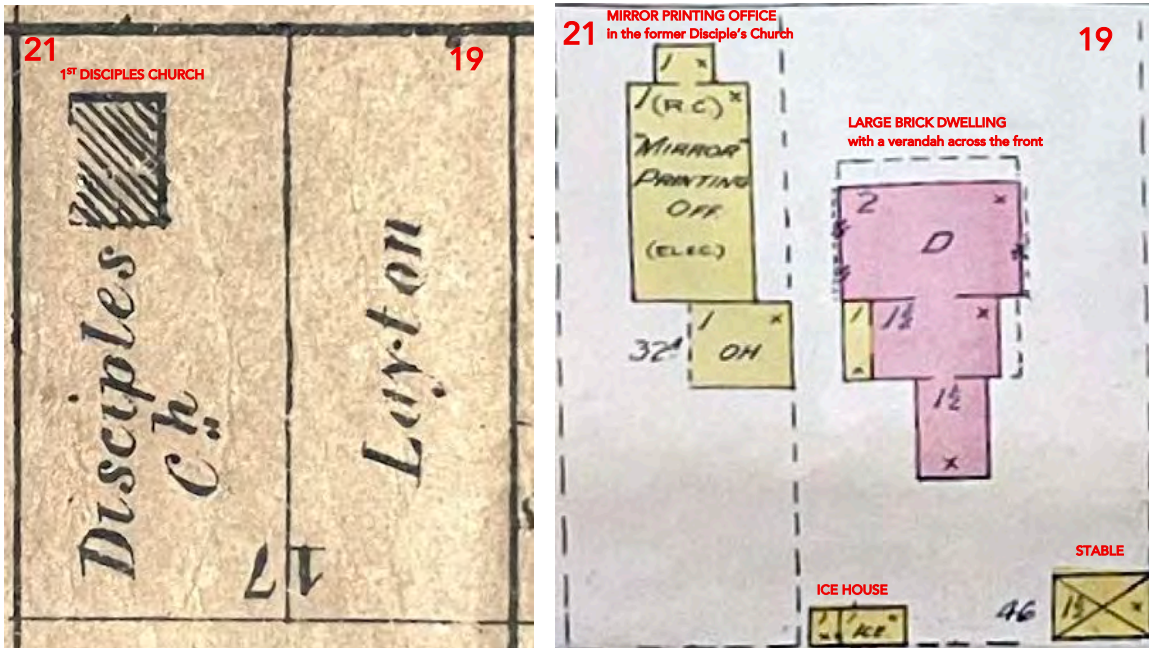
In 1925, the Chisholm heirs sold the property to **Sarah J. Tuohy** for \$2,500. The Tuohy's turned the house into a hotel called the **Touhy Tourist Home**. Angus Tuohy is listed as a 'Poolroom Keeper' in the 1925 Voters' List, possibly referring to a pool room he was operating in the Touhy Tourist Home.

The Tuohy's sold the property in 1931 to **Archie W. Giffen** who is described as a 'Gentleman' in the 1931 Voters' List. In 1946, Archie W. & Martha Giffen sold the property to **William J. & Martha Pratt**. In 1949 it was sold to **John Frederick (Jack) Gibbons** who turned the building into apartments. In 2001, Bessie Mildred Gibbons sold the **Ian Michael and Kathleen Harker** who retained ownership until it was purchased by the current owner in 2024.

Summary of property ownership:

- 1871-1892 Barnhart Residence, Barnhart & Wagstaff, druggists
- 1892-1925 Chisholm Residence, Chisholm & Co., merchants & grain dealers
- 1925-1931 Sarah & Angus Tuohy, Tuohy Tourist Home
- 1931-1946 Archie & Martha Giffen, residence
- 1946-1949 William J. & Martha Pratt. residence
- 1949-2001 John Frederick (Jack) Gibbons, apartments
- 2001-2024 Ian & Kathleen Harker, apartments

The 1925 Fire Insurance Plan shows a 2-storey brick dwelling with two 1.5-storey brick extensions at the rear that corresponds to the subject building at 19 Nelson Street West. The rear additions are currently clad in siding, but they seem to correspond to the two 1.5-storey addition shown on the 1925 Fire Insurance Plan. The 1925 Fire Insurance Plan shows two wooden outbuildings behind the house, the larger 1.5-storey building is a probably a stable and the smaller 1-storey structure is identified on the plan as an 'ice house'. Both of these outbuildings have been demolished and there is now a 1-storey concrete block structure built across the back of the property, probably dating to the 1930s or 1940s that appears to have been used as a commercial workshop or warehouse.



LEFT: 1864 MEAFORD PLAN – the 1st Disciples' Church & an unbuilt lot.
 RIGHT: 1925 FIRE INSURANCE PLAN – Mirror Printing Office & a large Brick Dwelling with two outbuildings

A search of archival material at the Meaford Museum and the Grey Roots regional archives identified one historic photo linked to the brick dwelling at 19 Nelson Street West. The c.1910 Photo of the Chisholm Block captures a corner of the brick dwelling in the background of the photo. No other historic photos have been located.



c. 1910 PHOTO, CHISHOLM BLOCK, CHISHOLM & CO. General Merchants & Grain Dealers, corner of Skyes & Nelson W. The corner of the Barnhart-Chisholm Residence at **19 Nelson Street West** and the roof of the 1st Disciples' Church at **21 Nelson Street West** are visible in the background.

6.0 CURRENT CONDITIONS

The brick dwelling at 19 Nelson Street West has been divided up into apartments and has not been well maintained. The general form and some original architectural elements remain, but it has been substantially altered and is in poor condition. ***See Appendix A: Photos Documentation for further comments on alterations, original fabric, and condition issues**

The alterations include the following:

- removal of the original ornate wooden verandah and replacement with a modern porch
- painting of the exterior brick masonry
- extensive interior alterations to create separate apartments

Original features that remain include the following:

- exterior brick walls with raised corner quoins (painted)
- low-sloped hipped roof
- wood sash windows (poor condition)
- wood doors at the front entrance with sidelights and transom (poor condition)
- paired wood brackets in the roof cornice (poor condition)

The exterior has been painted with a non-breathable latex paint that has trapped moisture and contributed to masonry condition issues. The rubble stone foundation has missing mortar and openings where water is infiltrating the building. The wood window sills are rotted. (The 2nd floor, attic, and roof were not accessible during the site visit.)

The condition issues noted during site investigation include the following:

- saturated and delaminated brick masonry due to moisture trapped under the paint
- rotted windowsills
- openings in the rubble stone foundation where water is entering the basement level

To further clarify the condition of the building, the owner retained **structural engineer Brent Freiburger** of the Engineering Co. to undertake a condition assessment and provide advice on potential for rehabilitation or relocation within the site and conversion to commercial use as an alternative to demolition.

The engineer's report is included in the appendix of this report, and a summary is provided below:

- the building has been extensively renovated and modified from the original layout
- the basement is a shallow crawlspace, except for a portion in the south part that has been excavated for a furnace room
 - there are multiple cuts through the floor joists for modern plumbing pipes
- the foundation is a combination of a shallow rubble stone foundation and cast-in-place concrete underpinning, and solid brick foundations
 - the underpinning is piecemeal and was done at different times to address structural issues with the old foundation
 - there are multiple holes through the brick underpinning that have compromised its integrity and would require extensive repairs
 - there are multiple holes through rubble stone foundation that have compromised its integrity and would require extensive repairs
- the brick exterior is in fair condition with localized poor sections where spalling of the bricks was observed
 - the exterior brick has been painted with a non-breathable paint that traps moisture and contributes to brick deterioration
 - the wood sills below the windows are in poor condition

The engineer noted that a change in use from residential to commercial would pose significant challenges and would require the following:

- substantial retrofitting of the 1st floor structure to meet building code requirements for commercial main floor loading
- substantial retrofitting of the wood frame roof structure to meet building code for a commercial or mix-use building
- the existing foundation does not have required frost protections
- a change in occupancy may require a review for seismic upgrading

In conclusion, the engineer indicated that relocation of the building would require costly interventions to stabilize the building and, in his professional opinion, would be cost prohibitive given the poor condition of the building.

7.0 CULTURAL HERITAGE EVALUATION

The only building on the subject property that has been previously identified in the *HCD Plan* as a 'heritage' building is **20 Trowbridge Street**. This classification is based on an incorrect reading of the historic mapping that determined a date of construction c.1860. The correct date of construction is likely closer to the turn of the century. It is also evident that this building has been heavily altered. According to criteria in the *HCD Plan*, "older buildings that have been heavily altered" are classified as 'not heritage'. **Therefore, the building at 20 Trowbridge Street West should be re-classified as 'not heritage'.**

The building at **26 Trowbridge Street** is 'un-classified' in the *HCD Plan*. This building was built after 1971. According to criteria in the *HCD Plan*, "contemporary buildings" are classified as 'not heritage'. **Therefore, the building at 26 Trowbridge Street should be re-classified as 'not heritage'.**

The building at **19 Nelson Street West** is 'un-classified' in the *HCD Plan*. Research, evaluation and site investigation undertaken as part of this *Heritage Impact Assessment* and outlined in more detail below, indicates that this building is an Italianate style dwelling that was built c.1870 and was the residence of the Barnhart family and the Chisholm family, both of whom operated successful businesses in the commercial core that contributed to the economic development of Meaford in the late 19th and early 20th century. **Therefore, the building at 19 Nelson Street West should be re-classified as 'heritage'.**

An Evaluation According to Ontario Regulation 9/06: Criteria for Determining Cultural Heritage Value or Interest was undertaken for 19 Nelson Street West as part of this assessment to determine if the brick dwelling at 19 Nelson Street West meets criteria for Designation under the *Ontario Heritage Act*. The evaluation finds that **the building at 19 Nelson Street West meets 2 out of 9 criteria which is the minimum threshold for Designation under the Ontario Heritage Act.** The rationale is provided in the table below.

7.1 EVALUATION ACCORDING TO ONTARIO REGULATION 9/06

According to Subsection 1 (2) of *Ontario Regulation 9/06, Criteria for Determining Cultural Heritage Value or Interest*, a property may be designated under section 29 of the Ontario Heritage Act if it meets 2 of the following criteria. An evaluation of **19 Nelson Street West** is provided in the table below:

CRITERIA	ASSESSMENT (YES/NO)	RATIONALE
1. Design of physical value:		
i) Is a rare, unique, representative or early example of a style, type, expression, material or construction method	NO	It is a heavily modified example of a c.1870 Italianate dwelling that is in poor condition. It is not early, rare or unique. It is not representative due to extensive alteration and loss of character defining features.
ii) Displays a high degree of craftsmanship or artistic merit	NO	The original craftsmanship has been lost due to unsympathetic alterations and poor condition. It has been a rooming house for many years and has not been well maintained.
iii) Demonstrates a high degree of technical or scientific achievement	NO	It is brick construction that demonstrates typical 19 th century residential construction.
2. Historical or associative value		
i) Has direct associations with a theme, event, believe, person, activity, organization or institution that is significant to a community	YES	<p>It is associated with the theme of successful business owners living in large houses close to their business, a pattern of development associated with the commercial core in the 19th and early 20th century.</p> <p>It is associated with two families who operated successful businesses that contributed to the growth of Meaford as an important commercial center in the 19th and early 20th-century:</p> <ul style="list-style-type: none"> • 1870-1892 Barnhart Residence, Barnhart & Wagstaff, druggists • 1892-1925 Chisholm Residence, Chisholm & Co. General Merchants & Grain Dealers

ii) Yields, or has the potential to yield, information that contributes to an understanding of a community or culture	NO	It does not have potential to yield further information.
iii) Demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to the community	NO	It has not been linked to a known architect or builder.
3. Contextual Value		
i) Is important in defining, maintaining, or supporting the character of an area	NO	It is associated with the former residential character of Nelson Street West where merchants and businessmen lived near the commercial core in the 19 th century. Their houses were setback from the street with landscaped and fenced front yards. In the 20 th century, the blocks adjacent to the main street were impacted by expansion of the commercial area along the side streets, a process that is ongoing. The large merchant's house at 19 Nelson Street was converted to a hotel and then to apartments. Due to the changing context that has eroded the former residential character, the subject property does not meet this criterion.
ii) Is physically, functionally, visually, or historically linked to its surroundings	YES	It is historically linked the adjacent Chisholm Block (1871) , a landmark building located on the corner of Sykes Street & Nelson Street West because it was the Chisholm Residence for members of the family involved in the running of the Meaford branch of Chisholm & Co. General Merchants & Grain Dealers.
iii) Is a landmark	NO	It has not been identified by the community as a landmark.

- Evaluation summary: 19 Nelson Street West meets 2 criteria for Designation

8.0 PROPOSED DEVELOPMENT

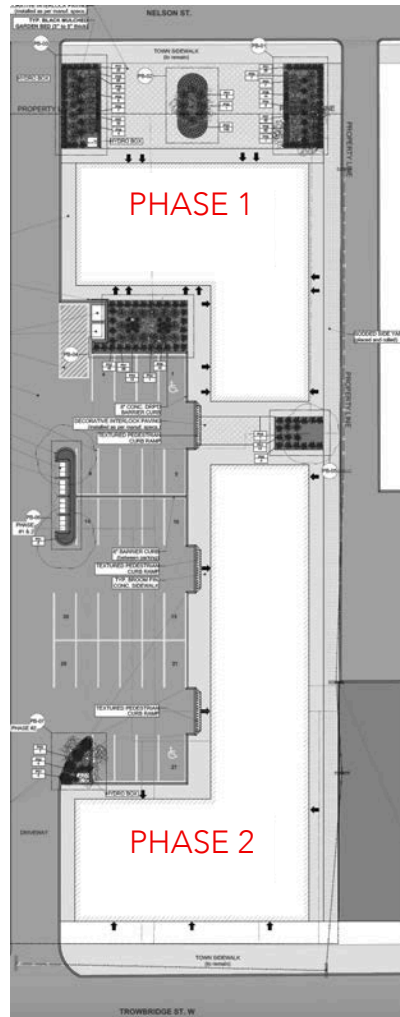
Drawings for the proposed development have been prepared by Plan Forge. The proposed development consists of two 3-storey mixed-used building, each with commercial uses on the ground floor and two floors of residential apartments above. The building height is 10.97 m which is below the 11.0 m maximum that is permitted. The shadow analysis provided on the drawings indicates that the height will not create significant shadowing on adjacent properties.

The development extends through the block with frontages on Trowbridge Street West and Nelson Street West. There is on-site parking in the center of the block with vehicular access to the onsite parking from Trowbridge Street West and Nelson Street West.

The development will be built in two phases. Phase 1 is a 3-storey building fronting on Nelson Street West that is setback from the street with new hard and soft landscaping in front of the building. Phase 2 is a 3-storey building fronting on Trowbridge Street West that is built to the street edge.



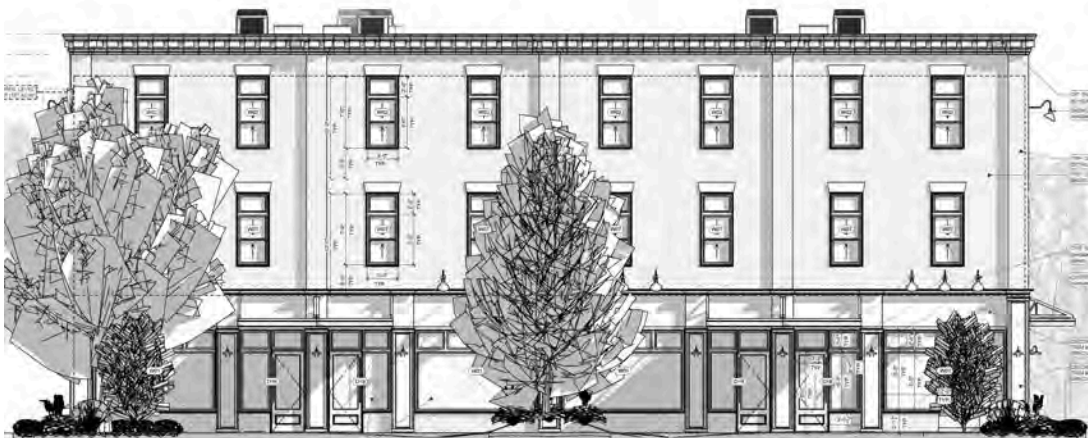
AERIAL PHOTO



SITE PLAN FOR THE PROPOSED DEVELOPMENT [Plan Forge]

The primary cladding materials and architectural design of both buildings references the commercial architecture in the heritage district. The following design measures have been successfully employed in response to the existing built form:

- the height is limited to 3-storeys with a flat roofline
- the primary cladding material is brick
- the façades are symmetrical with classical proportions and building divisions
- the wall-to-window ratio references other 19th and 20th century buildings in the commercial core
- the storefronts on the ground floor are framed with traditional wooden elements including skirting boards, signboards and pilasters
- the windows on the 2nd and 3rd floors are traditional sash style window with a glazed transom and there is a jack arch detail above each window
- the doors in the commercial storefront have a traditional style with paneling and glazing



PHASE 1 BUILDING: NELSON STREET WEST ELEVATION – Italianate cornice to reference the Barnhart-Chisholm Residence



PHASE 1 BUILDING: LEFT SIDE ELEVATION (facing the alleyway) – a metal sign to commemorate the stonemason’s workshop



PHASE 1 BUILDING – VIEW FROM NELSON STREET WEST – new landscaping – red brick with buff brick window lintels – Italianate cornice and pilasters – traditional storefronts, signage and lighting



PHASE 1 BUILDING – ON-SITE PARKING AT THE REAR



1st floor – COMMERCIAL
PHASE 1 BUILDING – FLOOR PLANS



2nd floor – RESIDENTIAL



3rd floor – RESIDENTIAL

9.0 HERITAGE IMPACT ASSESSMENT

Proposed Demolition & New Construction

The proposed development requires demolition of three buildings located in the heritage district. Research and evaluation indicate that two of the buildings proposed for demolition have historical and contextual value, including the c.1900 stonemason's workshop at 20 Trowbridge Street West identified as 'heritage' in the *District Plan* and the c.1870 brick dwelling at 19 Nelson Street West that was 'unclassified' in the *District Plan*.

It has been noted that both on-site heritage buildings have been heavily altered and are in very poor condition. As a result, both buildings have low integrity and are not supporting the character of the heritage district that contains many intact and well-preserved 19th and early 20th century buildings. Since both properties meet the minimum threshold for Designation and are heavily altered and in poor condition, integration into the proposed development is not recommended as a justifiable or reasonable alternative. There is not enough physical or documentary evidence to support a restoration approach. The huge cost to repair and rehabilitate the buildings for commercial and residential use is not warranted given their limited heritage value, poor condition and loss of heritage attributes.

Due to the poor condition and loss of integrity of both buildings, opportunity for salvage is considered to be very low. Therefore, it is recommended that the historical and contextual values can be most appropriately conserved through commemorative and interpretive strategies. It is noted that the development proposal includes design references and interpretive elements that reference the heritage buildings, including:

- the use of red brick with buff brick window arches
- the Italianate building form and design elements
- the landscaped front yard on Nelson Street West
- the traditional storefronts, signage and lighting
- the metal sign with an image of the stonemason's workshop

In addition, the scale and massing and setbacks are complementary to adjacent heritage buildings and supports the character of the district. A detailed compliance review according to the *District Plan* is provided in the table below:

Downtown Meaford HCD Plan Compliance Review

Section	Relevant Guideline	Compliance Review	Comment
4.8.1 New freestanding construction			
a)	New freestanding construction will be required to be compatible with the character of adjoining/adjacent properties and the streetscape wherever appropriate. This means adhering to the general character of the surrounding neighbourhood with regards to heights, massing, setback, and exterior materials.	COMPLIES	The height massing, setback and materials are compatible with adjacent heritage resources and complementary to the district character.
b)	Building heights along Sykes Street shall be no more than three storeys or 11.0 m. The remainder of the Downtown Meaford Heritage Conservation District may build to the acceptable limits of the Municipality of Meaford Zoning By-law. As outlined in the Municipality of Meaford Official Plan, additional heights may be permitted in accordance with applicable bonusing provisions (four storeys total along Sykes Street and five storeys total elsewhere).	COMPLIES	The proposed building height is 10.97 m.
c)	New construction should be a product of its own time and not pretend to be historic by incorporating detail that is inappropriate in contemporary construction. Contemporary design is encouraged. New design may be a contemporary interpretation of historic forms and styles, but attempts at replicating historic buildings are discouraged.	COMPLIES	The design combines Italianate design elements without replicating a specific building.
d)	Due to the pervasive use in nineteenth century buildings of quality natural materials such as brick and stone, these materials and other quality masonry products will be encouraged in new construction,	COMPLIES	Red brick with buff brick window arches is the proposed on all elevations fronting on the public realm including Nelson Street West, Trowbridge

	together with the appropriate use of contemporary building and decorative materials for use in decorative elements or accent detailing		Street West and the alleyway.
e)	The use of exterior concrete masonry products, either as individual units, pre-cast panels or cast-in- place forms, as well as prefabricated metal or synthetic claddings and spandrel glass panels will not be permitted in the construction of entire new façades	COMPLIES	The primary cladding material is red brick. The storefronts reference the look of traditional wood and glass storefronts.
f)	Maintaining the height and rhythm of the existing streetscape, as described herein, will unify the District. Blank façades that face the street or are easily visible from the public realm are discouraged	COMPLIES	The street elevations maintain the height, rhythm, symmetry and proportions of the historic commercial streetscapes.
g)	Parking facilities such as surface parking or parking structures at grade are discouraged due to negative impact on the streetscape. Parking at grade may be considered on a case-by-case basis if the parking is not visible from the streetscape and/or is screened within the new structure	COMPLIES	Parking is provided at the rear of each building. The U-shaped layout of the buildings screens the on-site surface parking from the street.
4.9.1 Demolition of heritage buildings and structures			
a)	The demolition of heritage buildings and structures shall not be permitted, except in extenuating circumstances such as natural disasters (e.g. fire, flood, tornado, and earthquake).	Not applicable	The two heritage buildings proposed for demolition are in very poor condition. An Engineer's Report has been provided for 19 Nelson Street indicating that rehabilitation would be extremely cost prohibitive.
b)	Other extenuating circumstances shall generally constitute those situations where public health and safety is considered to be compromised and the Municipality of Meaford's Chief Building Official has received structural assessment	COMPLIES	The repair of the two heritage buildings not economically feasible, particularly given their limited heritage value, low integrity, loss of character

	<p>advising that a building or structure is beyond repair and has been determined to be unsafe. The economic feasibility of undertaking building repair may also be considered by staff and Council in determining whether demolition should be permitted. The assessment must be prepared by a professional engineer with expertise and experience in heritage buildings and structures</p>		<p>defining elements and poor condition.</p>
c)	<p>Where time is of the essence, the requirements for a heritage permit may be waived but it will be expected that in lieu of a heritage permit, the property owner shall retain an appropriately qualified heritage professional to record the building or the remains of the building through photography and/or measured drawings. Such recording shall be guided by existing structural conditions and the level of access that is considered by the Chief Building Official (or appropriate Emergency Responders) to be safe.</p>	<p>Not applicable</p>	
d)	<p>Where the property owner is unable to retain a heritage professional, heritage staff of the Municipality of Meaford shall be accorded reasonable access to the property by the property owner to undertake appropriate recording</p>	<p>Not applicable</p>	
e)	<p>It shall be required that once a building has been demolished and the property is considered to be in a stable and safe state the property owner shall submit a heritage permit application for a new building within six months of site clearance. Within two years of that submission, or as mutually agreed upon by the property owner and the Municipality of Meaford, new construction has not been completed, the provisions of</p>	<p>Not applicable</p>	

	the Ontario Heritage Act shall apply with respect to contraventions of the Act.		
4.9.3 Demolition and removal of non-heritage buildings and structures			
a)	Demolition and/or removal of non-heritage buildings and structures may be permitted by Council upon the submission and approval of a heritage permit application provided it is accompanied with appropriate drawings and plans for a new building or structure that complies with the guidance in the <i>Downtown Meaford Heritage Conservation District Plan and Guidelines</i> and other applicable Municipal guidelines and standards.	COMPLIES	The proposed development complies with the Heritage District Plan and is consistent with the zoning in this area.
b)	Conditions of approval shall be attached requiring that any new building or structure permitted shall be constructed within two years of approval, or as mutually agreed upon by the property owner and the Municipality of Meaford. If new construction has not been completed the provisions of the <i>Ontario Heritage Act</i> shall apply with respect to contraventions of the Act.	notes	The development will be built in two phases. A site plan and detailed drawings for Phase 1 have been provided. A timeline and submission of the Phase 2 drawings should be a condition of the heritage approval.
c)	Where the heritage permit application is for the demolition of a minor or ancillary structure and there is no need or requirement to build a replacement structure, appropriate plans or drawings shall be submitted with the heritage permit application to show the finish surface treatments, fencing or plantings. Where such information is lacking the Municipality may attach conditions requiring such matters to be addressed and subject to consequent approval.	Not applicable	
d)	Site plan approval under the Planning Act may also be required.	COMPLIES	Site plan application is underway.

10.0 CONCLUSIONS & RECOMMENDATIONS

The proposed development will provide compatible well-designed infill that is complementary to the heritage district and adjacent heritage resources. It will provide new commercial and residential units in the downtown core on an underutilized parcel that contains an empty lot and a 20th century commercial building. The two heritage buildings on the site are in such poor condition and so heavily altered that integration into the development is not warranted or financially feasible. Both buildings have been heavily altered and are in very poor condition.

The new development includes commemorative and interpretive elements to conserve the historic and contextual values associated with the two buildings that are proposed for demolition. In addition to the strategies provided, it is recommended that additional measures be undertaken.

Therefore, it is recommended that the Heritage Permit Application be approved, with the following conditions:

1. full photo documentation of **19 Nelson Street West** should be provided to the heritage committee, prior to the issue of a demolition permit
2. interpretive material related to **19 Nelson Street West** should be integrated into the development making links between this house and the merchants associated with it including Barnhart & Wagstaff and Chisholm & Co., as a condition of site plan approval
3. the interpretive plaque with an image of the stonemason's workshop at **20 Trowbridge Street** should be based on historic images such as the c.1910 postcard included in this report, as a condition of site plan approval
4. a timeline and drawings for **Phase 2** should be provided to planning staff and the heritage committee for review, prior to the issue of building permits for Phase 2.

11.0 SOURCES

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NPG Planning Solutions, *Update to Downtown Meaford Heritage Conservation District Plan: Challenges and Opportunities Report* (2022)

Parks Canada, *Standards & Guidelines for the Conservation of Historic Places in Canada* (2010)

12.0 QUALIFICATIONS OF THE AUTHOR

The author of this report is a professional member of the *Canadian Association of Heritage Professionals*. Formal education includes a *Master of Arts in Architectural History* from the University of Toronto and a *Diploma in Heritage Conservation* from the Willowbank School of Restoration Arts. Professional experience includes an internship at the Ontario Heritage Trust, three years as Architectural Historian & Conservation Specialist at Taylor Hazell Architects in Toronto, and 12 years in private practice in Ontario as a heritage consultant. Other relevant experience includes teaching Architectural History at the University of Toronto and McMaster University and teaching Research Methods and Conservation Planning at the Willowbank School for Restoration Arts in Queenston. In addition to numerous heritage reports, the author has published work in academic journals such as the *Journal of the Society for the Study of Architecture in Canada* and the *Canadian Historical Review*.

APPENDIX A: PHOTO DOCUMENTATION



20 TROWBRIDGE STREET WEST – 2-storey brick commercial building with a front facing gable



20 TROWBRIDGE STREET WEST – modern storefront with wood and stone cladding on the ground floor – new windows on the 2nd floor – windows on the side elevation have been fill in – the brick has been painted



20 TROWBRIDGE STREET WEST – modern storefront, wood and stone cladding – commercial signage: 'Morris Memorials, Family owned and operated since 1931'.



ADJACENT PROPERTY AT 16 TROWBRIDGE STREET WEST – c.1860 brick commercial building



26 TROWBRIDGE STREET WEST – c.1970s concrete block commercial building containing several commercial units



26 TROWBRIDGE STREET WEST – parking lot



ADJACENT PROPERTY AT 34 TROWBRIDGE STREET WEST – c.1925 fieldstone church



19 NELSON STREET WEST – 2-storey, 5-bay, brick dwelling with a centre hall plan that has been converted to apartments



19 NELSON STREET WEST, WEST SIDE ELEVATION – raised brick corner quoins and paired brackets in the roof cornice – windows have brick jack arches and wood sills – no original chimneys



21 NELSON STREET WEST – vacant lot – view to the west side elevation of 19 NELSON STREET WEST – the two extensions at the rear are different heights – they are clad in vinyl and the windows are vinyl



19 NELSON STREET WEST, FRONT ELEVATION – raised brick corner quoins – paired brackets in the roof cornice – the windows have brick jack arches and wood sills – original 2 over 2 wood sash windows and original wood doors at the front entrance remain with exterior aluminum storm windows and storm door installed – the porch appears is a later addition



19 NELSON STREET WEST – front entrance – original wood paneled door with sidelights and transom and a paneled wood surround



19 NELSON STREET WEST, FRONT ENTRANCE – original paneled door surround



19 NELSON STREET WEST – raised brick corner quoins – the brick has been painted with latex paint – the brick walls and corner quoins are red brick



19 NELSON STREET WEST, FOUNDATION – there is a low foundation wall constructed of rubble



19 NELSON STREET WEST – the wood windowsills are in poor condition – the original 2 over 2 wood sash windows remain with modern aluminum storms installed on the exterior – the mortar joints have a beaded profile



BRICK MASONRY – moisture trapped by the paint has delaminated the brick surface (left) – the mortar joints were originally tuck pointed with a light red mortar (right)



19 NELSON STREET WEST, REAR ADDITIONS – the rear additions are different heights and are clad in vinyl



19 NELSON STREET WEST – there is an early 20th-century concrete block workshop built across the back of the property



19 NELSON STREET WEST, 1ST FLOOR INTERIOR – front entrance – original front door surround, baseboard and wood flooring in the entry hall (left) – original baseboard and door casing in the front hall (right)



19 NELSON STREET WEST, 1ST FLOOR INTERIOR– the front hall has been partitioned and the original staircase appears to have been removed



19 NELSON STREET WEST, 1ST FLOOR INTERIORS – original window casings – more recent finishes throughout including drywall, plaster board ceilings, and narrow strip oak flooring



19 NELSON STREET WEST, 1ST FLOOR INTERIOR – original window casing (left) – wide plank flooring in the front entrance hall may be original (right)



19 NELSON STREET WEST, 1ST FLOOR INTERIOR – the ceiling heights on the ground floor are 14' – the ceilings are plasterboard – an opening through the ceiling shows the original wood framing with sawn wood lathe – the original plaster ceilings have been removed here and perhaps throughout the first floor

*Note: access to the interior was limited to the vacant unit on the ground floor.

*NOTE: see following pages for updated photos after flooding caused by burst pipes due to severe temperature fluctuations (11 Feb 2026)

2026 UPDATE: see following pages for updated photos after flooding caused by burst pipes due to severe temperature fluctuations (11 Feb 2026) Photos provided by the owner.



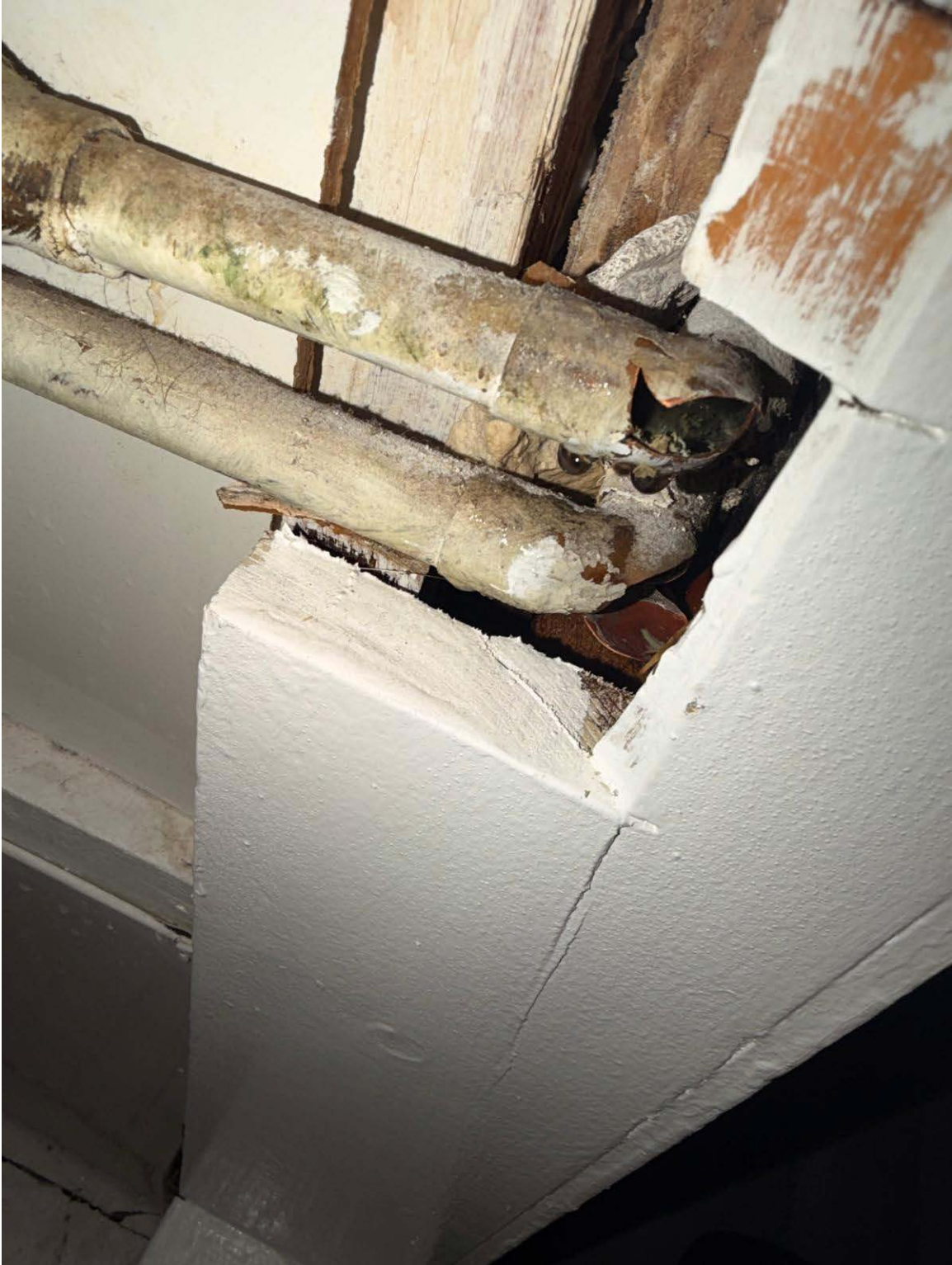
WATER DAMAGE 2026 – water & steam spraying from burst radiator



WATER DAMAGE 2026 - sagging paint due to water leak



WATER DAMAGE 2026 – burst plumbing at downstairs washroom



WATER DAMAGE 2026 – burst pipe at upstairs washroom



WATER DAMAGE 2026 – collapsed ceiling below burst pipe



WATER DAMAGE 2026 – sections of subfloor in lower unit that fell into basement after standing water



WATER DAMAGE – water pouring into basement below leak

APPENDIX B: HISTORIC DOCUMENTATION



***Note:**
 #16 Trowbridge W –
 'C. Burns, Boot Maker'
 is NOT on the subject
 property

1864 Map of Meaford [Grey Roots Museum & Archives]
 LOT 17 and has one structure on it identified as the Disciples Church (now a vacant lot at 21 Nelson Street West).

- 21 Nelson Street West 1st Disciples Church demolished

BARNHART & WAGSTAFF, Chemists and Druggists; Nelson street, opposite Paul's Hotel.

MEDICAL HALL,
 Coulson's Block,  **OWEN SOUND,**
 AND NELSON STREET, MEAFORD.

BARNHART & WAGSTAFF,
Drugs, Chemicals, Patent Medicines,
PERFUMERY, PAINTS & OILS.
Horse & Cattle Medicines, Field & Garden Seeds.
 C. E. BARNHART, M. D. JAS. C. WAGSTAFF.

1865-66 DIRECTORY, BARNHART & WAGSTAFF – chemists & druggists - Coulson's Block, Owen Sound a& Nelson Street, Meaford, opposite Paul's Hotel.

- Land records indicate that Noah Barnhart built the dwelling at 19 Nelson Street West around 1870.



c. 1910 PHOTO - Bright's Drugstore, corner of Sykes & Trowbridge Street West – the stonemason's workshop at 20 Trowbridge Street West is visible on the right side – view looking west along Trowbridge Street West

- 20 Trowbridge Street West stone mason extant



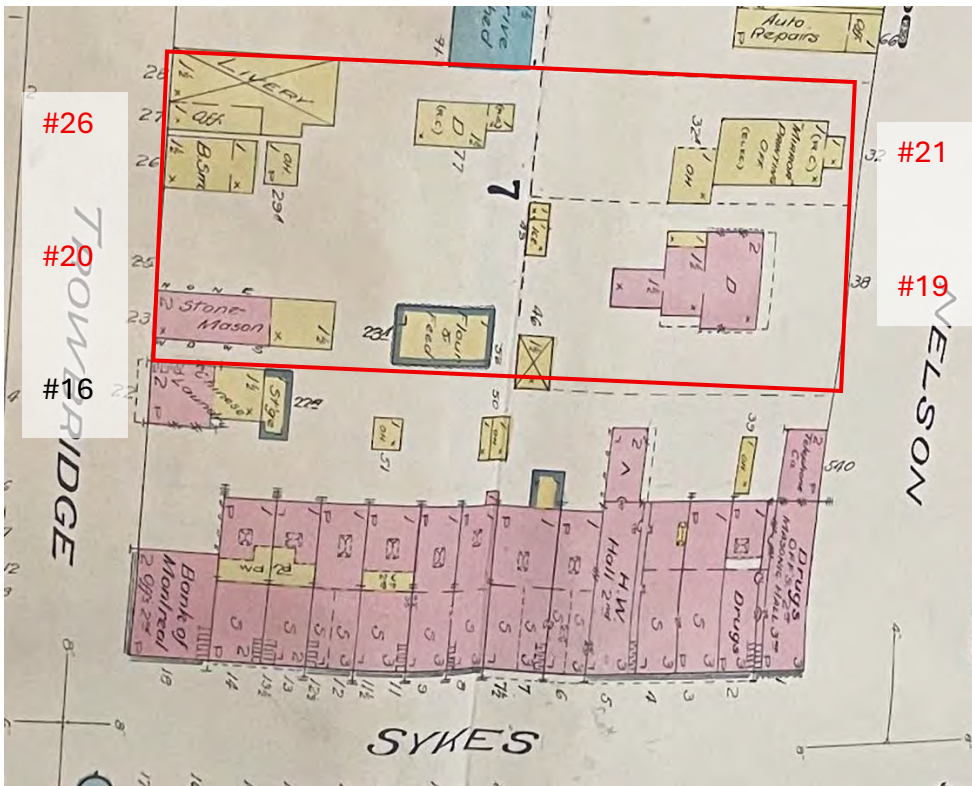
c.1910 PHOTO - CHISHOLM BLOCK, cor. Sykes & Nelson - general merchant & grain dealer [Meaford Museum]
 H. CHISHOLM & CO., general merchant and grain dealer

- 19 Nelson Street West Barnhart-Chisholm Residence extant



c. 1910 PHOTO, H. CHISHOLM & CO. (detail) - storefront on Sykes Street [Meaford Museum]

- Members of the Chisholm family lived in the dwelling at 19 Nelson Street West from 1892 to 1925.



*Note: #16 Trowbridge W – 'Chinese Laundry' is NOT on the subject property

1925 Fire Insurance Plan

[Grey Roots Museum & Archives]

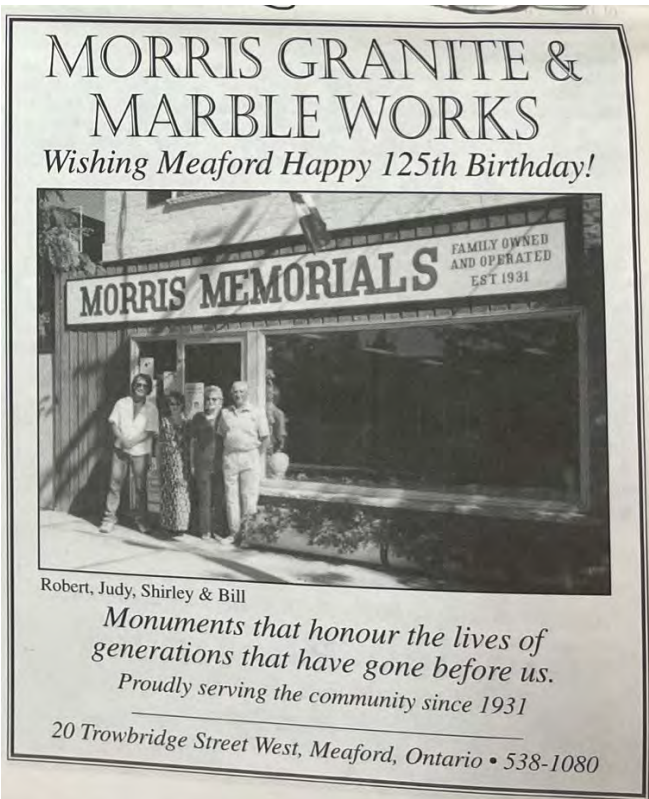
LOT 17 has been fully built out:

• 20 Trowbridge Street West	Stone Mason	extant
• 26 Trowbridge Street West	Livery	demolished
• 19 Nelson Street West	Dwelling	extant
• 21 Nelson Street West	Mirror Printing Office (former Disciples' Church)	demolished



1998 PHOTO, 1ST DISCIPLES CHURCH, 21 Nelson Street West re-purposed as the Backstreet Café. [History of Meaford and St. Vincent Township]
 The land for the church was donated by David Lynds Layton, Meaford's first postmaster and original patent holder for Lot 17.

- 26 Nelson Street West 1st Disciples' Church demolished



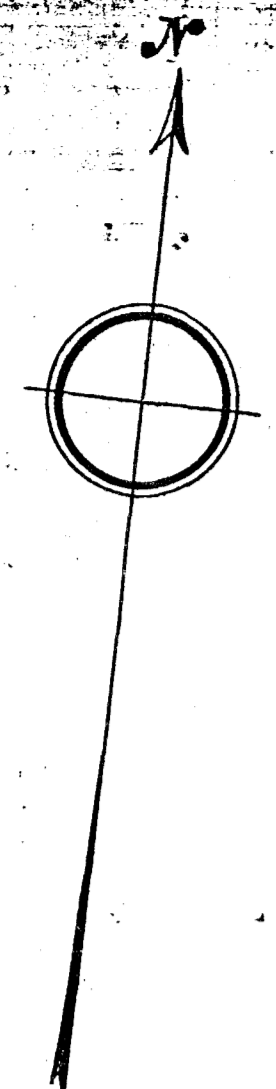
1999 ADVERTISEMENT, MORRIS MEMORIALS – family owned and operated stone carving business established in 1931. [Meaford Museum]
 This building was built c.1900 and was a stone mason's shop in 1925.

- 20 Trowbridge Street West stone masons extant

LOT 16, CON. 5

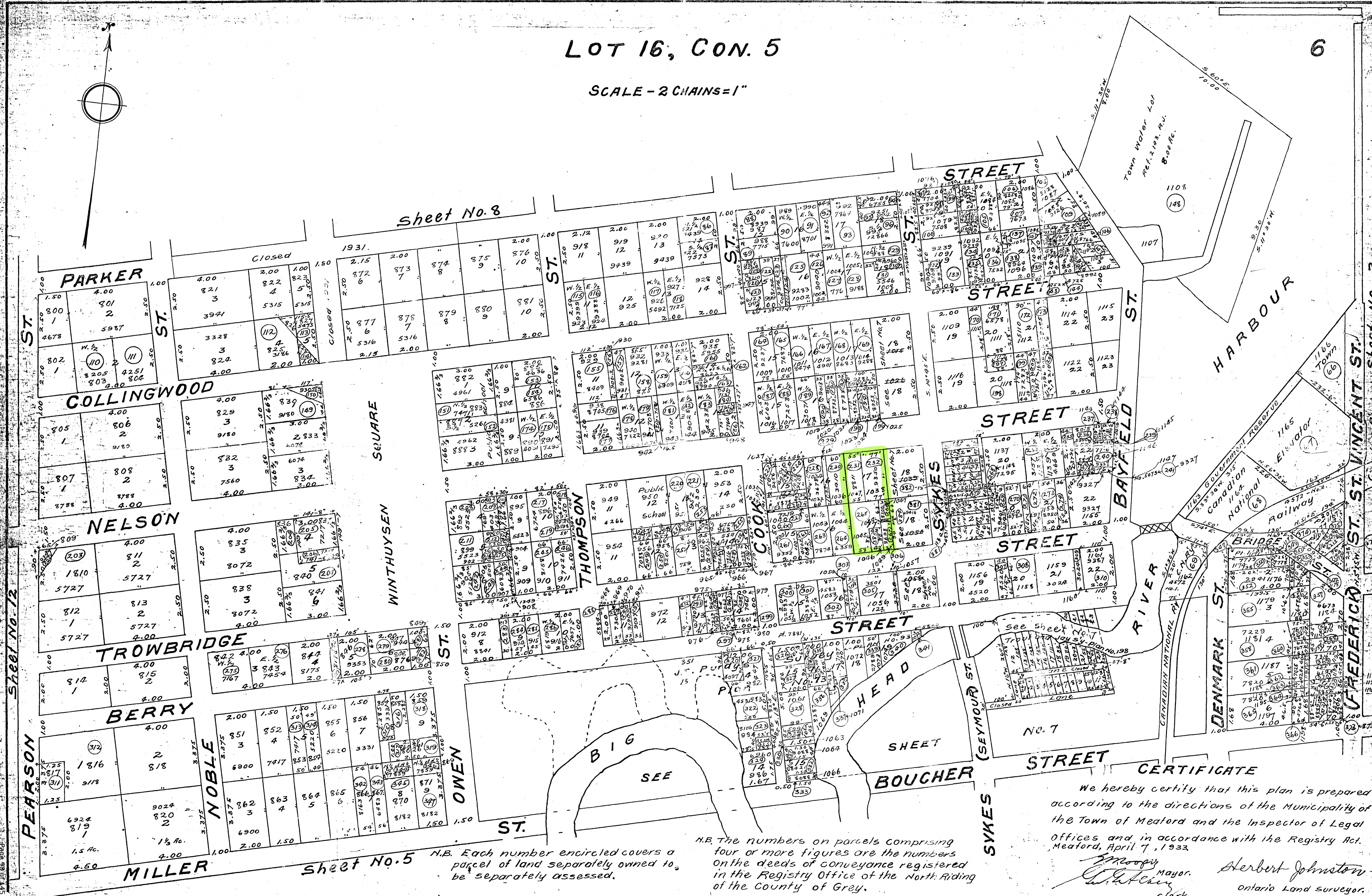
SCALE - 2 CHAINS = 1"

6



Sheet No. 8

Sheet No. 5



CERTIFICATE

We hereby certify that this plan is prepared according to the directions of the Municipality of the Town of Meaford and the Inspector of Legal Offices and in accordance with the Registry Act, Meaford, April 7, 1933.

W. McFarlane Mayor.
Herbert Johnston Ontario Land Surveyor.
W. G. G. G. Clerk.

N.B. The numbers on parcels comprising four or more figures are the numbers on the deeds of conveyance registered in the Registry Office of the North Riding of the County of Grey.

N.B. Each number encircled covers a parcel of land separately owned to be separately assessed.

309 60714

Sheet No. 12

Sheet No. 3

BOOK.	No. OF INSTRUMENT.	INSTRUMENT.	ITS DATE.	DATE OF REGISTRY.	GRANTOR.	GRANTEE.	QUANTITY OF LAND.	REMARKS
43	209	B.S.	15 Nov 1867	8 July 1869	David L Layton wife	Truities Disciples Ch.	55 ft frontage	\$100
46	777	"	10 May 1870	13 May 1870	David L Layton wife	Roald Barnhart	1/4 acre	\$300
111	1631	Conf. Deed	19 Nov 1883	27 Nov 1883	David L. Layton	H. McDonald	"	"
122	1828	B.S.	26 Nov 1883	31 Oct 1884	Kenneth Barnhart	William McMaster	"	\$7400
"	1829	"	10 Jan 1884	31 Oct 1884	William McMaster	Kenneth Barnhart	"	\$7400
"	1830	M	21 Dec 1883	31 Oct 1884	Kenneth & J. A. Barnhart	William McMaster	"	\$7400
137	2534	B.S.	12 Oct 1887	30 Nov 1887	Kenneth & J. A. Barnhart	Henry H. Darling	"	\$1
"	2535	L.C.	12 Oct 1887	30 Nov 1887	Henry H Darling	Malcolm MacVicar	"	\$1
"	2545	B.S.	7 Dec 1887	16 Dec 1887	Trustees Disciples Ch.	James Patterson	1/4 55 x 165	\$750
"	2546	M	7 Dec 1887	16 Dec 1887	James Patterson	Chas Brothers	"	\$550
"	2666	"	18 Sep 1888	1 Oct 1888	Mary A. J. Matthews	Malcolm MacVicar	1/4 acre	\$1700
"	2667	B.S.	18 Sep 1888	1 Oct 1888	Malcolm MacVicar	Mary A. Matthews	"	\$2000
151	2971	D.M.	5 Jan 1891	31 Jan 1891	Malcolm MacVicar	Mary A. Matthews	1/4 1/2 1/2	\$1500
"	3161	B.S.	26 Oct 1892	31 Nov 1892	Mary A. J. Matthews	Jane Chisholm	"	\$2500
"	3162	M	26 Oct 1892	31 Nov 1892	Jane Chisholm	John F. Matthews	"	\$1500
"	3218	Aut. M.	25 Feb 1892	29 April 1892	John F. Matthews	British C. & C. Coy	"	\$18425
"	3283	D.M.	7 July 1892	2 April 1892	Chas Brothers	James Patterson	1/4 55 x 165	\$1000
"	3302	M	14 July 1892	15 July 1892	Jane Chisholm	O. S. F. W. L. Coy	1/4 acre	\$1500
"	3312	D.M.	1 July 1892	1 July 1892	British C. & C. Coy	Jane Chisholm	"	\$1000
245	6172	Deed	15 May 1912	30 May 1912	Esther H. Patterson	James E. Patterson	1/4 55 x 165	\$1000
271	7876	Grant.	2 May 1921	29 June 1921	Esther H. Patterson	Franklin Patterson	"	\$1000
"	8069	"	9 Sept 1921	11 Sept 1921	Esther H. Patterson	Arthur S. Thurston	"	\$1000
"	8070	M	9 Sept 1921	11 Sept 1921	Franklin P. Patterson	Esther H. Patterson	"	\$1000
"	8073	Cont. of M.	9 Sept 1921	11 Sept 1921	Arthur S. Thurston	Franklin P. Patterson	"	\$1000
283	8558	M	14 March 1925	16 March 1925	Whalley Press Ltd.	Arthur S. Thurston	"	\$1000
"	8560	Grant	9 March 1925	18 March 1925	Mary A. Whalley	Whalley Press Ltd.	"	\$1000
"	8677	M	8 Oct 1925	5 Oct 1925	Arthur S. Thurston	Stephen Patterson	"	\$1000
"	8695	Grant.	16 Nov 1925	19 Nov 1925	Whalley Press Ltd.	Arthur S. Thurston	"	\$1000
"	8810	D.M.	12 Nov 1926	4 Dec 1926	Esther H. Patterson	Arthur S. Thurston	"	\$1000
"	8811	Grant.	12 Nov 1926	4 Dec 1926	Arthur S. Thurston	John E. Munro	"	\$1000
"	8812	M	12 Nov 1926	4 Dec 1926	John E. Munro	Arthur S. Thurston	"	\$1000
"	8822	"	5 Jan 1927	7 Jan 1927	John E. Munro	William P. Power	"	\$1000
295	9068	Cont. of M.	30 x 1928	9 Oct 1928	Arthur S. Thurston	Robert J. Swins	"	\$1000
"	9348	M	22 Apr 1921	25 Apr 1921	Archie W. & Martha Giffen	Margaret Swins	"	\$1000
"	9349	Grant.	10 Oct 1925	25 April 1931	Archie W. & Martha Giffen	Sarah J. Zoohy	"	\$2500
"	9350	Grant.	11 April 1931	25 April 1931	Sarah J. Zoohy	Archie W. & Martha Giffen	"	\$1000
	309	Plan	7 April 1933	8 Jan 1934	Corp. of Town of Meaford	Plan of Meaford	"	"

Carried to Page 435 Book 4
 Carried to Page 436 Book 4
 Page 99 of 145
 W. pt. 55 x 165 ft
 Pt. in No. 9248

RECOPIED IN NEW BOOK

TOWN of MEAFORD Lot/1038 on South Side of Nelson Street Plan 309

(Carried from page 109 Book 1)

No. of Instrument	Instrument	Its Date	Date of Registry	GRANTOR	GRANTEE	Quantity of Land	Consideration or Amount of Mortgage	REMARKS
11179	M	12 Apr 1946	12 Apr 1946	Stephen Blanchard	Sarah J. Sady	APR 8 1959	29.00	8677
11179	M	12 Apr 1946	12 Apr 1946	Stephen Blanchard	Archie W. Zeffin	APR 8 1959	29.00	9348
11179	Grant	1 Apr. 1946	12 Apr 1946	Archie W. Zeffin Martha Zeffin	Martha Zeffin William J. Pratt	"	\$4250.	
11180	M	1 Apr 1946	12 Apr 1946	William J. Pratt wife	Grey Bruce & S Co	DEC 16 1969	\$2100	not recorded
11190	M	1 Oct 1925	15 Apr 1946	Grey Bruce & S Co	Alan J. & Alma Stobden	APR 8 1959	29.00	3302
12106	Grant	2 Dec. 1949	7 Dec. 1949	William J. Pratt wife	John Frederick Gibbons	"	\$5500.	
12120	M	3 Dec 1949	9 Jan 1950	John F. Gibbons wife	Grey Bruce & S Co	DEC 16 1969	\$8000	45 x 940 ft not rec'd in full
12133	M	27 Jan 1950	30 Jan 1950	Grey Bruce & S Co	William J. Pratt	DEC 16 1969	\$2	11180
12183	M	3 Dec 1959	9 Dec 1959	Victoria Grey & S Co	John F. Gibbons	DEC 16 1969	\$2	12120 } 45 x 940
72942	Grant	7 Sept. 1961	29 Jan. 1962	John F. Gibbons wife	Jack Gibbons Ltd.	pt. 165 ft. on E. limit	\$16,853 ⁹⁶ / ₁₀₀	4 other lands Resvg. Rt. of way
72943	M.	7 Sept. 1961	29 Jan. 1962	Jack Gibbons Limited John F. Gibbons (Quarator)	Joseph Walker	" " "	\$5000.	do. do.
84249	Agreement	26 Aug. 1964	18 Aug. 1964	Jack Gibbons Limited	Union Gas Co. of Canada Limited	" " "	" " "	do. do.
87217	Certificate	7 Apr. 1965	14 Apr. 1965	Treasurer of Ontario	John F. Gibbons (Estate)	All	" " "	Less 165 ft. on E. limit
BY-LAW No. 306 A.D. 1966 RE SUBDIVISION CONTROL CORP. TOWN OF MEAFORD, REG. AS No. 93132 DATED 4th JULY, 1966, REG. 8th JULY, 1966								
102831	Deed	31 May 1968	18 June 1968	Jack Gibbons Limited	Stewart Wholesale Company Limited	Spt.	\$1.00.	Req. with Rt. of Way 4 other lands
See Deposit No. 103911 deposited 21 June 1968								
104335	Partial Surrender	25 June 1968	12 July 1968	Union Gas Co. of Canada Limited	Jack Gibbons Limited	pt. 165 ft. on E. limit	" " "	Less 10 ft. strip Resvg. Rt. of way 4 other lands from 84

DECLARATION RE-REPEAL BY-LAW
 SUBDIVISION CONTROL NO. 3
 33-1960; 308-1960 & 382-1963
 DATED JAN. 10/70 REG. JUN. 17/70
 AS NO. 11-297

124399	D.M.	9 Aug. 1971	23 Aug. 1971	Joseph Walker	Stewart Wholesale Company Limited	do. do.	do. do.	4 other lands Discharge Resvg. Rt. of way 72943
124400	M.	12 July 1971	23 Aug. 1971	Stewart Wholesale Company Limited	Joseph Walker	do. do.	\$3800.	do. do.
150177	Deed	16 Sept. 1974	20 Sept. 1974	Stewart Wholesale Company Limited	Magye R Mac Donald Ellen M. Mac Donald Trust	Spt	\$2.	Req with Rt of way 4 other lands
150586	D.M.	8 Oct. 1974	8 Oct. 1974	Joseph Walker	Stewart Wholesale Company Limited	pt 165 ft on E. limit	" " "	Less 10 ft strip Resvg. Rt of way 4 other lands

FORWARDED TO NEW INDEX

RECOPIED IN "NEW INDEX"

Appendix A: Description of properties within Downtown Meaford Heritage Conservation District, including architectural style and classification.

Street Name		Number	Height (storeys)	Roof Type	Cladding Materials	Architectural Style or Influence	Heritage Fabric Classification
Bayfield		12	1-2	Front/Side Gable	Board and Batten/Synthetic	Vernacular	Heritage
Bayfield		34	4	Hip/Gable	Synthetic	Contemporary	Not Heritage
Bayfield		46	1	Hip	Synthetic	Vernacular	Heritage
Bayfield		88-92	2.5	Hip/Gable	Brick	Vernacular	Heritage
Bayfield		103	2	Flat	Concrete Block	Industrial	Heritage
Bayfield		111	2	Side Gable	Brick	Vernacular	Heritage
Bayfield		120	1.5	Gambrel	Synthetic	Vernacular	Not Heritage
Bayfield		170	1.5	Cross Gable	Synthetic	Vernacular	Not Heritage
Bayfield		180	1.5	Cross Gable	Stone/Synthetic	Vernacular	Not Heritage
Bayfield		186	2	Hip	Stone	Italianate	Heritage
Bayfield		192	1.5	Side Gable	Synthetic/Brick	Vernacular	Not Heritage
Bayfield		206	1	Side Gable	Synthetic	Vernacular	Not Heritage
Bayfield and Collingwood	SW corner (old net shed)		1.5	Side Gable	Wood clapboard	Vernacular	Heritage
Berry		16	2.5	Front Gable	Brick	Vernacular	Not Heritage
Berry		33	2	Hip	Synthetic	Vernacular	Not Heritage
Bridge		30	2.5	Hip/Gable	Brick	Edwardian Classicism	Heritage
Bridge		36	2 + 1	Hip/Flat	Brick	Four Square	Not Heritage
Bridge		42	2.5	Mansard	Brick/Synthetic	Second Empire	Heritage
Boucher	East	7	2.5 + tower	Cross Gable	Brick	Neo Gothic	Heritage
Boucher	East	20	2	Side Gable	Brick	Vernacular	Heritage
Boucher	East	34	2	Side Gable	Stone	Gothic Revival	Heritage
Boucher	East	48	2.5	Hip	Brick	Edwardian Classicism	Heritage
Boucher	East	60	2	Cross Gable	Brick	Gothic Revival	Heritage
Collingwood	East	8	2	Flat	Brick/Rusticated Concrete Block	Vernacular	Heritage
Collingwood	East	18	2	Hip	Synthetic	Vernacular	Not Heritage
Collingwood	East	22	2.5	Cross/Centre Gable	Synthetic	Vernacular	Heritage
Collingwood	East	24	2.5	Cross/Centre Gable	Synthetic	Vernacular	Heritage
Collingwood	East	27	2.5	Side Gable	Brick	Vernacular	Heritage
Collingwood	East	28	2.5	Hip	Concrete Block	Four Square/Edwardian Classicism	Heritage
Collingwood	East	33	2	Hip	Synthetic	Vernacular	Not Heritage
Collingwood	East	39	2.5	Cross/Centre Gable	Brick	Queen Anne	Heritage
Collingwood	East	40	1.5	Side Gable	Synthetic	Contemporary/Cape Cod style	Not Heritage
Collingwood	East	43	2.5	Cross/Centre Gable	Brick	Queen Anne	Heritage
Collingwood	East	49	1.5	Hip	Synthetic	Vernacular	Heritage

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Collingwood	East	53	1.5	Side Gable	Brick	Vernacular	Heritage
Collingwood	East	59	1	Front Gable	Synthetic	Vernacular	Heritage
Collingwood	East	63	1.5	Front Gable	Synthetic	Vernacular	Heritage
Lombard		11	1	Cross/Centre Gable	Brick/Synthetic	Vernacular	Not Heritage
Lombard		17	1	Cross/Centre Gable	Synthetic	50's Contempo	Not Heritage
Nelson	East	12	2	Hip/Gable	Brick	Edwardian Classicism	Heritage
Nelson	East	26	2 + tower	Flat + tower	Brick	Italianate	Heritage
Nelson	East	32	2.5	Cross/Centre Gable	Brick	Edwardian Classicism	Heritage
Nelson	East	33	2	Hip/Flat	Brick	Four Square	Demolished
Nelson	East	36	2	Hip	Brick	Four Square	Heritage
Nelson	East	44	2	Hip	Brick	Four Square	Heritage
Nelson	East	47	1.5	Front Gable	Synthetic	Vernacular	Heritage
Nelson	East	53	1.5	Front Gable	Synthetic	Vernacular	Heritage
Parker	East	8	2.5	Hip	Brick	Edwardian Classicism	Heritage
Parker	East	16	1.5	Mansard	Synthetic	Second Empire	Heritage
Parker	East	17	1.5	Side Gable	Synthetic	Vernacular/Gothic Revival	Heritage
Parker	East	22	2	Hip	Synthetic	Four Square	Heritage
Parker	East	23	2.5	Front Gable/Hip	Brick	Edwardian Classicism	Heritage
Parker	East	24	2	Side Gable	Synthetic	Vernacular	Heritage
Parker	East	29	1.5	Cross/Centre Gable	Synthetic	Vernacular/Ontario Gothic	Heritage
Parker	East	30	1.5	Side Gable	Synthetic	Vernacular	Heritage
Parker	East	36	2.5	Front Gable	Brick	Edwardian Classicism	Heritage
Parker	East	44	1.5	Side Gable	Stucco	Vernacular	Heritage
Sykes	North	4	3	Flat	Metal	Vernacular	Heritage
Sykes	North	8	3	Flat	Brick	Italianate	Heritage
Sykes	North	11	1	Flat	Concrete Block	Contemporary	Not Heritage
Sykes	North	12	2	Flat	Brick	Italianate	Heritage
Sykes	North	25-27	3	Flat	Brick	Vernacular	Heritage
Sykes	North	26	2	Flat	Brick	Beaux-Arts	Heritage
Sykes	North	28-30	2	Side Gable	Brick/Synthetic	Vernacular	Heritage
Sykes	North	29	3	Flat	Brick	Italianate	Heritage
Sykes	North	32-34	3	Flat	Brick	Italianate	Heritage
Sykes	North	35	3	Flat	Brick	Italianate	Heritage
Sykes	North	36-44	3	Flat	Brick	Italianate	Heritage
Sykes	North	39-41	2	Flat	Brick	Italianate	Heritage
Sykes	North	43	2	Flat	Brick	Italianate	Heritage
Sykes	North	45-47	2	Flat	Brick	Italianate (Renaissance)	Heritage
Sykes	North	46-48	3	Flat	Brick	Italianate	Heritage
Sykes	North	50-54	3	Flat	Brick	Italianate	Heritage
Sykes	North	51	2	Flat	Brick	Vernacular	Heritage
Sykes	North	53	1	Flat	Brick/Synthetic	Beaux-Arts Classicism	Heritage
Sykes	North	68	2	Flat	Brick	Italianate/Beaux-Arts	Heritage

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Sykes	North	70-80	2	Flat	Brick	Italianate	Heritage
Sykes	North	82-86	2	Flat	Brick	Italianate	Heritage
Sykes	North	88	2	Flat	Brick	Italianate	Heritage
Sykes	North	90	2	Flat	Brick	Vernacular	Heritage
Sykes	North	92	2	Flat	Brick	Italianate	Heritage
Sykes	North	94	2	Flat	Brick	Italianate	Heritage
Sykes	North	96	2	Flat	Brick	Italianate	Heritage
Sykes	North	98	2	Flat	Brick	Italianate	Heritage
Sykes	North	100	2	Flat	Brick	Italianate	Heritage
Sykes	North	110	3	Flat	Brick/Stucco	Italianate	Heritage
Sykes	North	120	2.5	Front Gable	Brick	Queen Anne	Heritage
Sykes	North	125	2.5	Hip/Gable	Brick	Edwardian Classicism	Heritage
Sykes	North	126	2	Cross/Centre Gable	Stucco	Motel	Not Heritage
Sykes	North	127	3	Hip	Brick	Contemporary	Not Heritage
Sykes	North	135	2.5	Hip/Gable	Brick	Four Square	Heritage
Sykes	North	136	1	Flat	Synthetic	Contemporary	Not Heritage
Sykes	North	141	2.5	Hip/Gable	Brick	Queen Anne	Heritage
Sykes	North	150	1	Flat	Synthetic	Contemporary	Not Heritage
Sykes	North	156	1.5	Front Gable	Synthetic	Vernacular/Classical Revival	Heritage
Sykes	North	159	2	Front Gable	Stucco	Vernacular	Heritage
Sykes	North	160	2	Flat	Brick	Vernacular	Heritage
Sykes	North	161	2	Side Gable	Synthetic	Contemporary	Not Heritage
Sykes	North	165	1.5	Front Gable	Synthetic	Vernacular	Heritage
Sykes	North	168	1-1.5	Front/Side Gable	Stucco	Motel	Not Heritage
Sykes	North	173	1.5	Front Gable	Brick	Vernacular	Heritage
Sykes	North	174	2.5	Hip	Synthetic/Brick	Four Square	Not Heritage
Sykes	North	177	1.5	Front Gable	Synthetic	Vernacular	Heritage
Sykes	North	183	1.5	Front Gable	Brick	Gothic Revival	Heritage
Sykes	North	187	2	Front Gable	Brick	Gothic Revival	Heritage
Sykes	North	191	2	Front Gable	Synthetic	Vernacular	Heritage
Sykes	North	220	2	Side Gable	Wooden Clapboard/Brick	Contemporary	Not Heritage
Sykes	North	226	2	Front Gable	Wooden Shingle/Brick	Vernacular	Heritage
Sykes	South	8	1	Hip/Gable	Brick	Contemporary	Not Heritage
Sykes	South	13	1	Side Gable	Stucco	50's Contempo/Mid-century Modern	Heritage
Sykes	South	25	2	Flat	Synthetic	Vernacular	Heritage
Sykes	South	31-33	2	Flat	Concrete Block	Vernacular	Heritage
Sykes	South	36	2	Flat	Brick	Italianate	Heritage
Sykes	South	39	2	Flat	Brick	Italianate	Heritage
Sykes	South	40	2	Flat	Brick	Italianate	Not Heritage
Trowbridge	West	5	1	Flat	Brick	Contemporary	Not Heritage
Trowbridge	West	15	2	Flat	Brick	Edwardian/Colonial Revival	Heritage
Trowbridge	West	16	2	Flat	Brick	Italianate	Heritage

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Trowbridge	West	20	1.5	Front Gable	Brick	Vernacular	Heritage
Trowbridge	West	21	1	Flat	Brick	International/Mid-century Modern	Heritage
Trowbridge	West	25	1	Flat	Brick	International	Heritage
Trowbridge	West	33	2.5	Hip	Synthetic	Not Known	Heritage
Trowbridge	West	34	1.5	Front Gable	Stone	Gothic Revival	Heritage
Trowbridge	West	35	2+	Hip/Gable	Brick	Gothic Revival	Heritage
Trowbridge	West	40	1.5	Front Gable	Wood	Vernacular	Heritage
Trowbridge	West	54	2.5	Hip/Gable	Brick	Queen Anne	Heritage
Trowbridge	West	55	2	Mansard	Wood	Second Empire	Heritage



THE ENGINEERING CO.

PlanForge
E: blake@planforge.ca
P: (289) 772 - 6988

Monday, January 5, 2026

Attn: Blake Tonicic - President & Head of Development

Re: **Building Condition Assessment - 21 Nelson Street, W. Meaford, ON.**

At the request of Blake Tonicic (Owners Representative), The Engineering Company Ltd. (TEC) was engaged to provide structural assessment of the existing building located at 21 Nelson Street W, Meaford, Ontario. The purpose of the assessment is to address the concerns the owner has with the existing structure and to determine if it is suitable for a proposed change of occupancy.

BACKGROUND

The existing structure is a two-storey multi-residential structure. The original building was constructed prior to 1975, however the exact date of the construction of the original buildings and the building addition(s) is currently unknown.

The original building is a traditional early-century single-family family residence that has been extensively renovated and modified from the original layout. The building has a small basement under the south section of the building that was excavated after the original construction for the installation of the furnace (Furnace Room). The remaining section of the building has a shallow crawlspace that has no entrance from the exterior, or interior, of the building. The only access is an opening through a broken portion of the north foundation wall in the furnace room. The building is multi-wythe brick exterior wall with a traditional stick frame cottage style roof clad with shingles.

The building addition(s) are located on the south end of the original building and are wood framed construction with a full basement located under the middle addition with no accessible basement / crawlspace located below the south addition. The building is clad with horizontal siding with a shingle roof.

At the time of the site review, the client was unable to provide any construction or previous renovation drawings for the building.

OBSERVATIONS AND ASSESSMENT

The structural assessment was completed on December 17th, 2025, under the supervision of the owner's representative. The assessment was limited to the main floor (original building) and the basement that is located below the original building and below the middle addition.

During the assessment, the following observations were made:

- The existing roof structure was not accessible at the time of the review. Based on buildings of similar ages, the roof is typically constructed with roughhewn timbers with hip members that meet at the building ridge. The ceiling joists would run north to south (perpendicular to the ridge) with ladder framing on the east and west sides that would tie back to the first or second ceiling joist.

From previous experience with buildings of this vintage, that are converted to nonresidential occupancy, the roof structure typically needs **SUBSTANTIAL** retrofitting to make it suitable for the current building code requirements.

- The exterior brick is in fair condition with localized poor sections where spalling of the face of the bricks was observed.

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- It was observed that all the exterior brick and all the brick lintels have been painted. It is widely understood that you should generally not paint heritage brick because it's porous and needs to "breathe," and the application of paint traps moisture, leading to deterioration, spalling, and costly damage that can be impossible to repair.
- The existing wood sills below the windows are in poor condition. The wood is showing signs of deterioration and weathering and should be replaced.
- The existing deck / porch structure on the north side of the building is not original to the building. This was evident from the construction and the finishing of the materials to go around the existing original building structure instead of being integrated into it. A detailed review of the structure was not possible at the time of the assessment because the exterior finishes would need to have been removed to expose the concealed structure.
- The basement floor joists are traditional roughhewn timber joists that span north to south and are supported on the foundation walls. These joists have been notched to facilitate plumbing and were sized for traditional residential loadings.

From previous experience with buildings of this vintage, that are converted to nonresidential occupancy, the first-floor structure typically needs **SUBSTANTIAL** retrofitting to make it suitable for the current building code requirements for commercial main floor loading.

- The foundations below the original building are a combination of rubble foundations, cast-in-place concrete underpinning, and solid brick foundations. Based on the observed construction, the original building would have been constructed on shallow rubble foundations.
- It is our assumption that when the basement was dug out for the addition of the furnace room a section of the foundation wall along the south side was underpinned with brick. The remaining west section of the walls are still supported by **UNRESTRAINED EARTH**. This underpinning was most likely completed when the building addition was constructed because this wall is located at the demising wall between the original building and the south addition(s).
- The section of the cast-in-place concrete foundation underpinning appears to have been completed at a later date. This underpinning was likely completed to repair failing unrestrained earth in the east section of the foundation. This underpinning was also observed along the east end of the brick underpinning.
- We observed multiple holes through the brick underpinning that is supporting the floor joists of the original building as well as the beams that are supporting the addition. The integrity of the remaining brick between the openings is questionable and would require extensive repairs.
- We observed multiple holes through the rubble foundation along the north end of the furnace room that was supporting the floor joists of the original building. The integrity of these sections of the rubble foundation between the openings is questionable and would require extensive repairs.

POTENTIAL CHANGE OF OCCUPANCY

Based on the complete structural assessment, it is our professional opinion that the existing structure poses significant challenges for the proposed development.

It is important to note that the original structure was built prior to the introduction of the Ontario Building Code and the National Building Code. As such, it cannot be evaluated against current building practices. According to Part 11 of the Ontario Building Code, a building may be considered "grandfathered" if there is no change in occupancy and the occupant load does not increase by more than 15%.

With the proposed change of occupancy on this site to be commercial the entirety of the building would need to be evaluated to Part 3 and Part 4 of the building code in accordance with Part 11 for major renovation projects.

From our previous experience with redevelopment of this vintage of building, and the application of the current building code we know that the existing building will require extensive retrofits, replacements, and

repairs. Typically, the upgrades will include but not be limited to the roof, and the main floor. In addition, with the changes to the 2024 OBC a review for seismic upgrading would be required. Combining this with the existing foundations that do not have the required frost protection, the existing structure is not a suitable candidate for a potential change of occupancy.

BUILDING RELOCATION - CONSIDERATION

The owner asked us to consider the potential for the building to be relocated. Having reviewed the existing structure above grade and the foundations below grade it was determined that the following challenges would make relocating the building EXTREMELY difficult.

- The structure for the exterior walls is traditional clay brick, observations confirmed that this material is very brittle and there is a high probability of cracking and failure of the brick will occur if any torsional forces are induced from the lifting process.
- The exterior brick appears to bear directly on the rubble foundation. This would require removal of the rubble foundation and the installation of a grade beam to support the brick prior to the lifting.
- The interior support for the floor joists is on the rubble foundation wall. The ends of the joists would need to be supported to facilitate the lifting.
- The connection of the second floor, to the east and west exterior walls, is unknown at this time. Typically, this connection requires additional restraint to support the multi-wythe exterior brick walls while the building is moved.

Based on these challenges it is our opinion that the relocation of the building is cost prohibitive and the potential for irreparable damage to the building is possible.

LIMITATIONS

This report is intended solely for the use of the Owner, their legal counsel, their insurer, and their retained sub-contractors. The recommendations and directions provided in this report reflect the Consultant's best judgment based on the information available at the time of the assessment.

The assessment was conducted with the following limitations:

- The assessment of the building was a visual inspection only. The Engineering Company Ltd. did not conduct any destructive investigation or material testing. It should be noted that visual assessments cannot identify the materials or conditions of building components that are concealed behind finishes or were inaccessible during the review. Any such conditions would require destructive measures for proper evaluation.
- The scope of work for this structural assessment did not include the identification or evaluation of designated or hazardous substances.
- The Engineering Company did not complete any calculations to confirm the adequacy of the original design, or capacity for the proposed change to the loading.
- The Engineering Company did not complete a comprehensive Building Code Review of the existing structure
- The assessment completed by The Engineering Company Ltd. was limited to the areas deemed safe for public access. All areas of confined space or where material failure was observed were observed from a safe vantage point.
- The Engineering Company did not complete a review of outstanding orders, if any, relating to the building by Authorities Having Jurisdiction.
- The Engineering Company Ltd. did not complete a review of the electrical or mechanical systems.

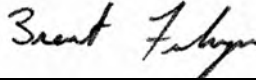
This report is limited in scope to those building components specifically referenced in this investigation. There may be conditions that were not observed or identified during the preparation of this report. Consequently, we cannot accept liability for any costs incurred by the Client for the subsequent discovery, manifestation, or rectification of deficiencies that could not reasonably have been anticipated at the time of the assessment.

CLOSING

After conducting the assessment of the existing structure, it is the opinion of The Engineering Company Ltd. that the building is not suitable for the proposed change of occupancy that would be required for the development of the site. The work required to complete the necessary upgrades to the structure or to relocate the structure would be cost-prohibitive for the proposed redevelopment.

Should you have any further questions or concerns regarding the contents of this report, please do not hesitate to contact the undersigned at your convenience.

Prepared by:



Brent Freiburger, P.Eng
Sr. Structural Engineer
Director - The Engineering Company



26 TROWBRIDGE COMMERCIAL PLAZA

26 TROWBRIDGE ST. W, MEAFORD ON. N4L 1Y1

OWNER(S)
 CLIENT/OWNER NAME:
TONCIC
 ADDRESS:
 -
 CITY:
 -
 POSTAL CODE:
 -
 TELEPHONE:
 -
 MAIL:
 -
 CONTACT:
 -

ARCHITECTURAL DESIGNER
 CLIENT/OWNER NAME:
PLAN FORGE PROJECT SOLUTIONS
 ADDRESS:
45, PETER ST.
ELMVALE, ON
L0L 1P0
 TELEPHONE:
(705) 446-5289
 EMAIL:
darren@planforge.ca
 CONTACT:
DARREN LOUGHEED

GRADING ENG.
 CLIENT/OWNER NAME:
CAPES ENGINEERING
 ADDRESS:
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OWEN SOUND, ON.
N4K 1P4
 TELEPHONE:
(705) 994-4818
 EMAIL:
clayton@capengineer.com
 CONTACT:
CLAYTON CAPES

SITE STATISTICS CHART

PROJECT ADDRESS: 21 NELSON ST. W, MEAFORD ON, N4L 1M1 & 26 TROWBRIDGE ST. W, MEAFORD ON, N4L 1Y1 MEAFORD

MUNICIPALITY: MEAFORD

DESIGNATED ZONE: C1

ARCHITECTURAL CONTROL: N/A

CONSERVATION AUTHORITY: N/A

LOT AREA:

PHASE #1 (property on nelson st. side)	AREA (sqft.)	AREA (m ²)	PERCENTAGE
19,666.96	1,827.12		
PHASE #2 (both properties)	44,623.01	4,145.61	

TOTAL LOT COVERAGE:

MAXIMUM ALLOWABLE: N/A N/A N/A

PROPOSED LOT COVERAGE: (phase #1) 6,443.76 sq ft 598.64 m² 32.76 %

GROSS FLOOR AREA (GFA):

MAXIMUM ALLOWABLE: - - -

PHASE #1 BUILDING 1ST FLOOR 6,443.76 sq ft 598.64 m²

PHASE #1 BUILDING 2ND FLOOR 6,443.76 sq ft 598.64 m²

PHASE #1 BUILDING 3RD FLOOR 6,443.76 sq ft 598.64 m²

TOTAL PROPOSED GFA 19,331.29 sq ft 1795.94 m²

LOT COVERAGE:

PHASE #1 BUILDING FOOTPRINT 6,442.2 sq ft 598.50 m²

TOTAL LOT COVERAGE 6,442.2 sq ft 598.50 m²

BUILDING HEIGHT:

MAXIMUM BLDG. HEIGHT: 36'-1 1/16" 11 m

PROPOSED BLDG. HEIGHT: 35'-1 5/8" 11.97m EG = 184.94

REQ. SETBACKS:

FRONT YARD: N/A N/A 19'8 1/16" (OH) ON NELSON ST. BETWEEN COOK ST. AND SYKES ST.

REAR YARD: N/A N/A N/A

EXTERIOR SIDE YARD: N/A N/A N/A

INTERIOR SIDE YARD: N/A N/A N/A

PROPOSED SETBACKS:

FRONT YARD: 19'-11 3/8" 6.08 m ON PHASE #1 NELSON ST. BUILDING

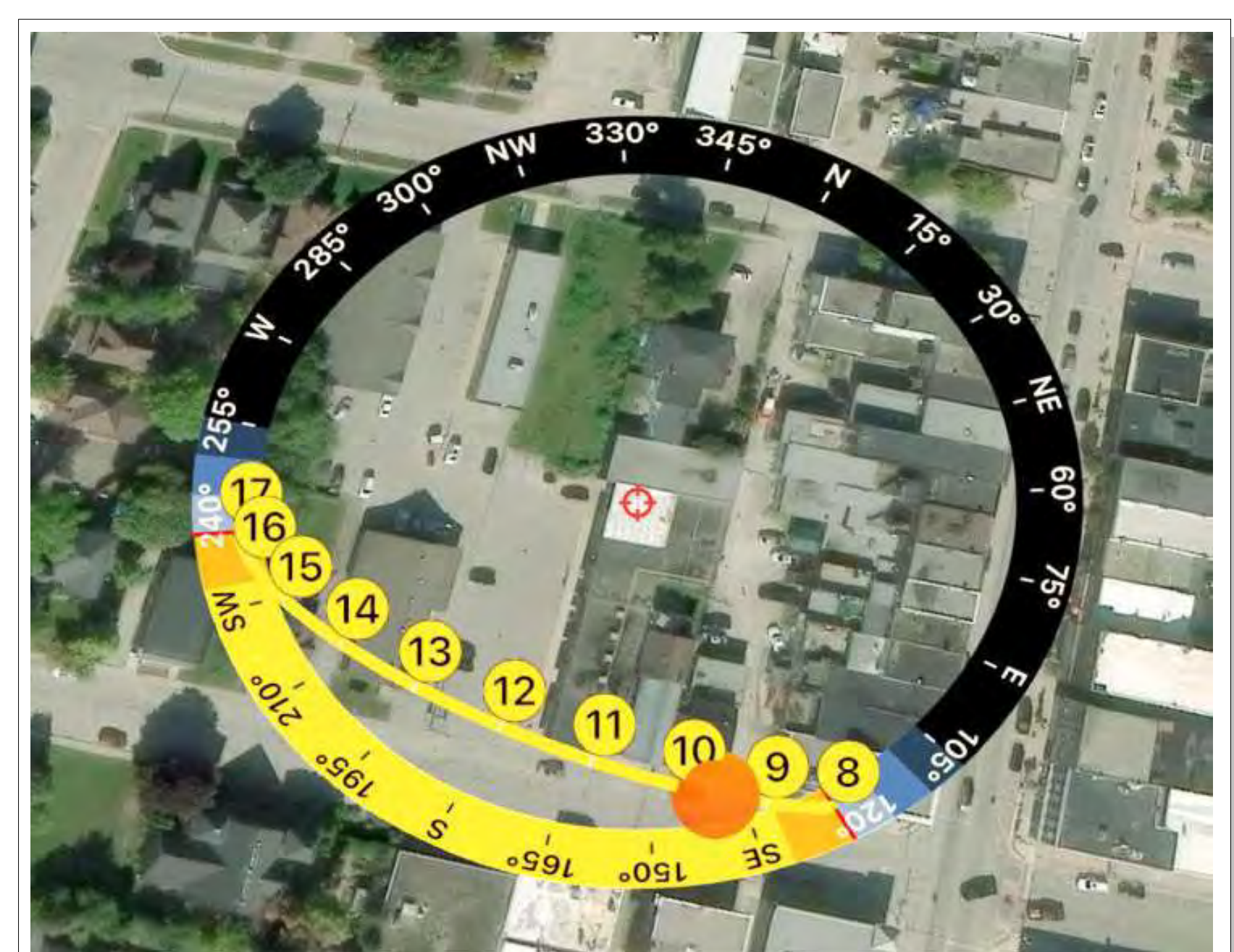
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EXTERIOR SIDE YARD: N/A N/A N/A

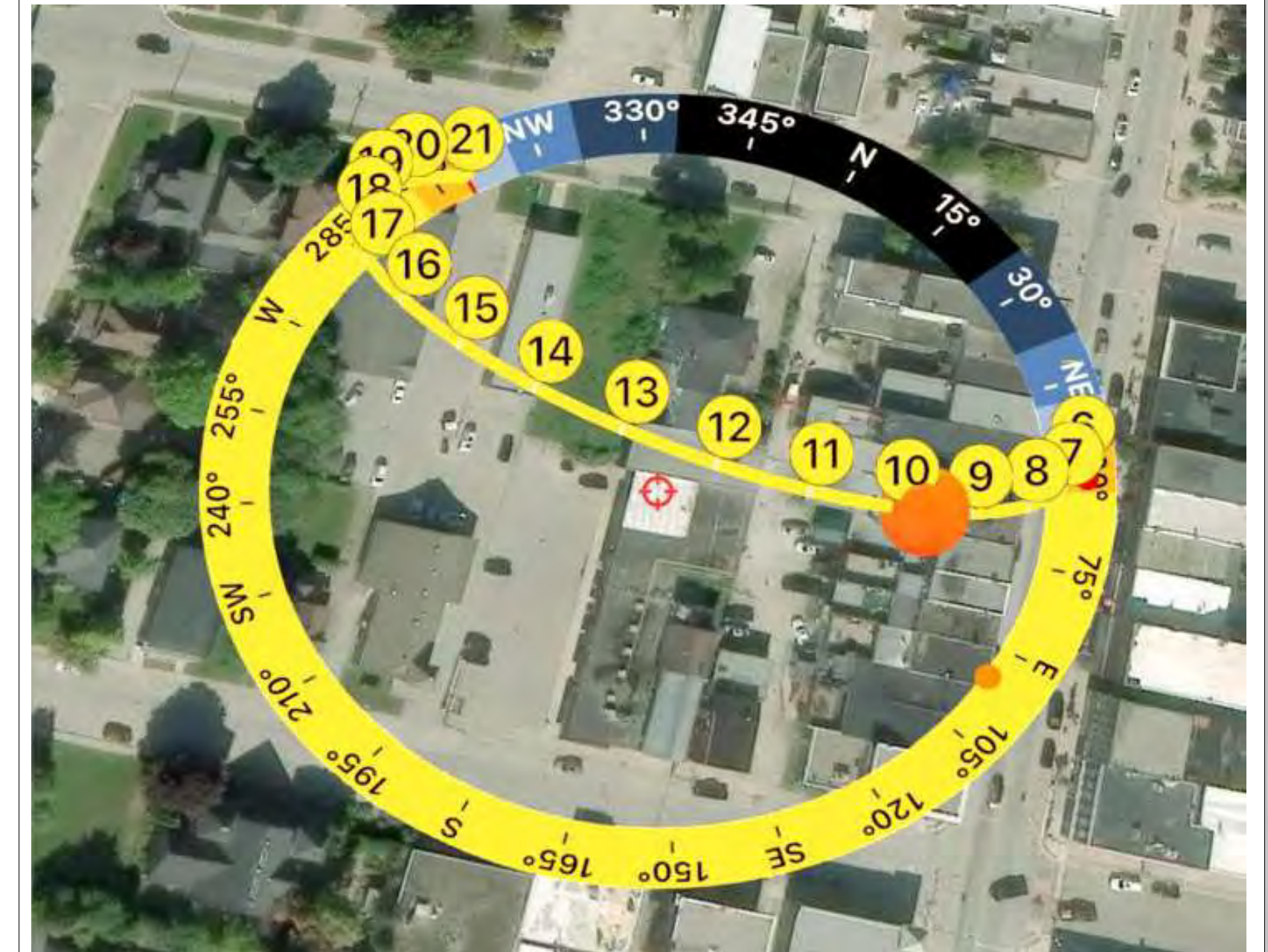
INTERIOR SIDE YARD: N/A N/A N/A



KEY PLAN
SCALE: N.T.S.



WINTER SUN



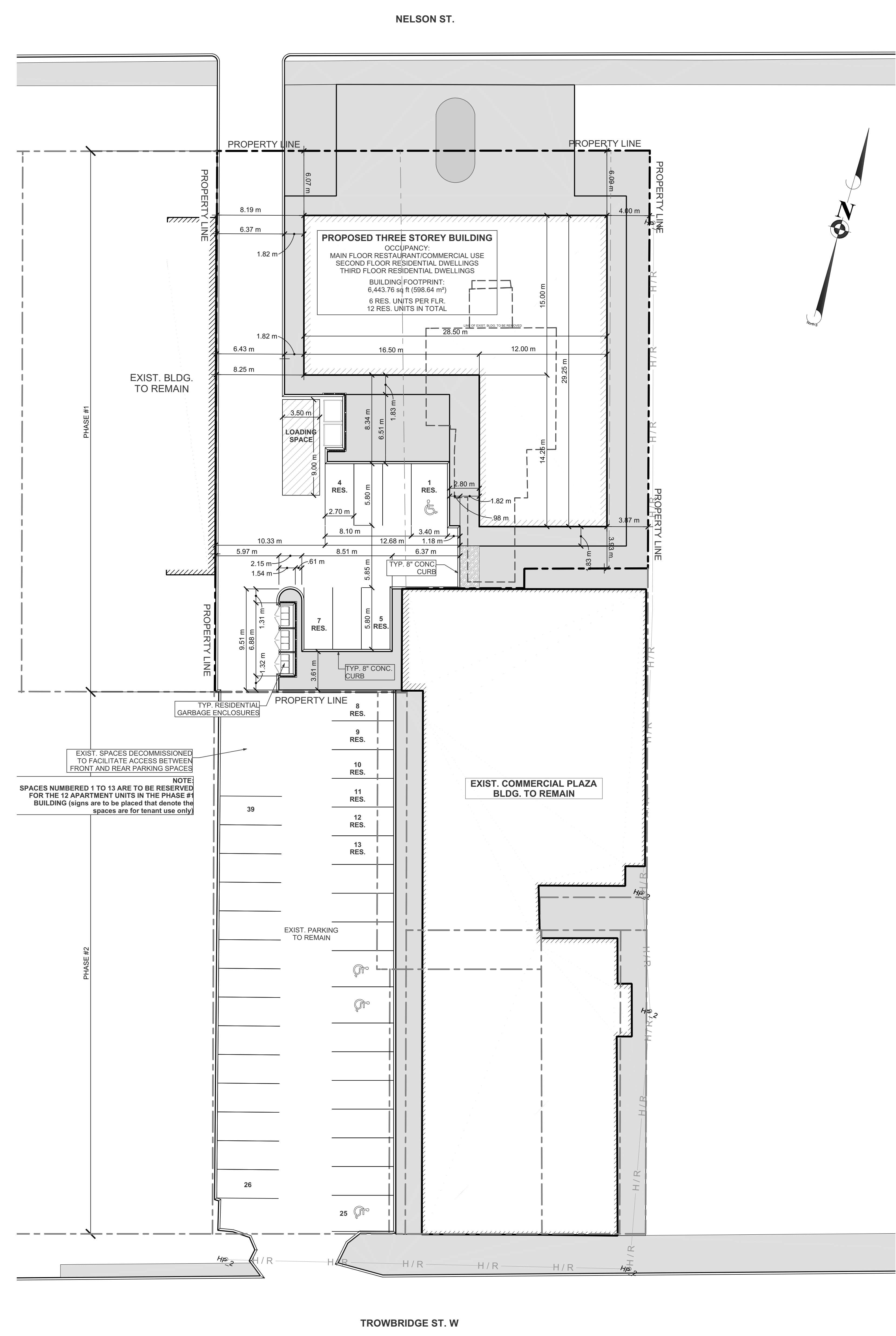
SUMMER SUN

SUN PATH
SCALE: N.T.S.

PHASE #1 - BUILDING OFF NELSON ST. W

ONTARIO BUILDING CODE DATA MATRIX PARTS 3 & 4 2018 O.C. REFERENCE

ITEM	PROJECT DESCRIPTION	NEW BUILD	CHANGE OF USE	PART 11	PART 9	O.C. REFERENCE
1	MAJOR OCCUPANCY	GROUP C (RESIDENTIAL) SECOND AND THIRD FLOOR	GROUP C (RESIDENTIAL) SECOND AND THIRD FLOOR	GROUP C (RESIDENTIAL) SECOND AND THIRD FLOOR	GROUP C (RESIDENTIAL) SECOND AND THIRD FLOOR	13.3.1 (PART 9)
2	BUILDING AREA (m ²)	EXISTING: 19,666.96 NEW: 6,443.76 TOTAL: 26,110.72	EXISTING: 19,666.96 NEW: 6,443.76 TOTAL: 26,110.72	EXISTING: 19,666.96 NEW: 6,443.76 TOTAL: 26,110.72	EXISTING: 19,666.96 NEW: 6,443.76 TOTAL: 26,110.72	14.2.1 (PART 9)
3	GROSS AREA (m ²)	EXISTING: 19,666.96 NEW: 12,887.52 TOTAL: 32,554.48	EXISTING: 19,666.96 NEW: 12,887.52 TOTAL: 32,554.48	EXISTING: 19,666.96 NEW: 12,887.52 TOTAL: 32,554.48	EXISTING: 19,666.96 NEW: 12,887.52 TOTAL: 32,554.48	14.2.1 (PART 9)
4	NUMBER OF STOREYS	ABOVE GRADE: 3 BELOW GRADE: 0	ABOVE GRADE: 3 BELOW GRADE: 0	ABOVE GRADE: 3 BELOW GRADE: 0	ABOVE GRADE: 3 BELOW GRADE: 0	14.2.2 (PART 9)
5	HEIGHT OF BUILDING (m)	25'11" (7.90m)	25'11" (7.90m)	25'11" (7.90m)	25'11" (7.90m)	14.2.3 (PART 9)
6	NUMBER OF STREETS/ACCESS ROUTES:	1	1	1	1	8.10.20.3
7	BUILDING CLASSIFICATION:	GROUP C	GROUP C	GROUP C	GROUP C	8.10.2.1 (PART 9)
8	SPRINKLER SYSTEM PROPOSED:	ENTIRE BUILDING	ENTIRE BUILDING	ENTIRE BUILDING	ENTIRE BUILDING	8.10.8.2 (PART 9)
9	STAIRCASE REQUIRED:	YES	NO	NO	NO	8.10.3.1 (PART 9)
10	FIRE ALARM REQUIRED:	YES	NO	NO	NO	8.10.3.2 (PART 9)
11	WATER SERVICE/SUPPLY AVAILABLE:	YES	NO	NO	NO	8.10.3.3 (PART 9)
12	HIGH BUILDING:	YES	NO	NO	NO	8.10.3.4 (PART 9)
13	PERMITTED CONSTRUCTION:	COMBUSTIBLE	NON-COMBUSTIBLE	NON-COMBUSTIBLE	NON-COMBUSTIBLE	8.10.3.5 (PART 9)
14	ACTUAL CONSTRUCTION:	COMBUSTIBLE	NON-COMBUSTIBLE	NON-COMBUSTIBLE	NON-COMBUSTIBLE	8.10.3.5 (PART 9)
15	MEZZANINE AREA (m ²):	N/A	N/A	N/A	N/A	N/A
16	OCCUPANT LOAD BASED ON:	HYPERSON	DESIGN OF BUILDING	DESIGN OF BUILDING	DESIGN OF BUILDING	8.9.3.1 (PART 9)
17	BARrier-FREE DESIGN:	YES	NO	NO	NO	8.9.3.2 (PART 9)
18	HAZARDOUS SUBSTANCES:	YES	NO	NO	NO	8.10.3.6 (PART 9)
19	REQUIRED:	2ND FLOOR FRAMING: 1 HR 56 STC	2ND FLOOR FRAMING: 1 HR 56 STC	2ND FLOOR FRAMING: 1 HR 56 STC	2ND FLOOR FRAMING: 1 HR 56 STC	8.10.3.7 (PART 9)
20	OTHER (describe):					



TRUE NORTH CONST. NORTH

Plan Forge
 MUNICIPAL AFFAIRS AND HOUSING

THE UNDERSIGNED HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN AND HAS THE QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE AS A QUALIFIED DESIGNER UNDER DIVISION C SECTION 3.2.4.

DESIGNER LICENSE NO. 190 8096 0047
 PLAN FORGE PROJECT SOLUTIONS PFM BCW 202172

SIGNATURE: 2026-03-12
 DATE: 2026-03-12

GENERAL NOTES:

ALL DIMENSIONS AND INFORMATION SHOWN ON THESE DRAWINGS MUST BE CHECKED AND VERIFIED ON THE JOB AND THE CONTRACTOR IS RESPONSIBLE FOR THE ACCURACY OF THE DIMENSIONS AND INFORMATION SHOWN ON THESE DRAWINGS. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS MADE BY THE CONTRACTOR OR ANY OTHER PARTY.

FEATURES OF CONSTRUCTION NOT FULLY SHOWN ARE ASSUMED TO BE THE SAME CHARACTER AS THOSE NOTED FOR SIMILAR CONDITIONS.

PLEASE SPECIFICALLY NOTE CORRECTIONS ON THE DRAWINGS AND PROVIDE THE CONTRACTOR WITH THE CORRECTED DRAWINGS. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE ALL NECESSARY MATERIALS, SUPPLIES, AND OTHER ITEMS TEMPORARILY REQUIRED TO SAFEGUARD ALL EXISTING OR ADJACENT STRUCTURES AFFECTED BY THIS WORK.

USE LATEST REVISED DRAWINGS. DO NOT SCALE DRAWINGS.

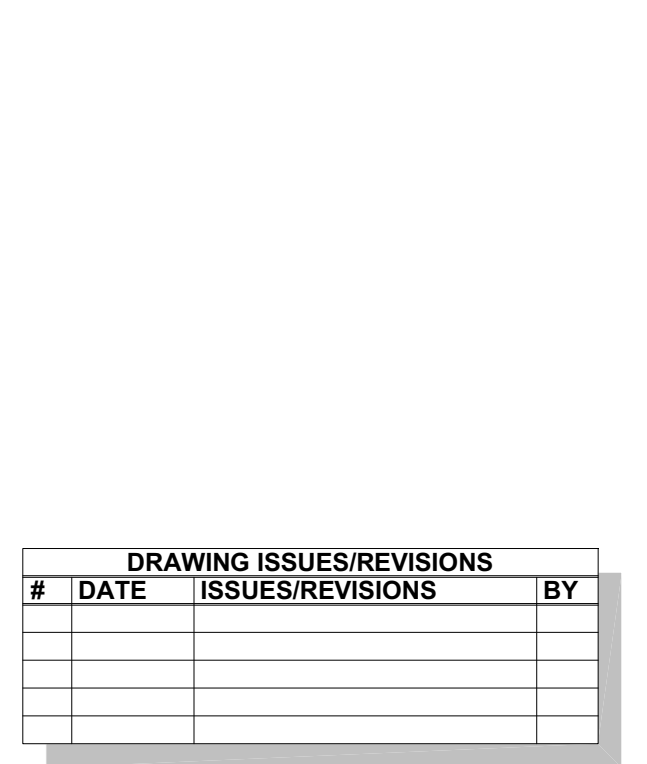
ARCH. DRAWING INDEX

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A-0.3	PLOT PLAN - PHASE #1 & #2
A-0.4	LANDSCAPE PLAN - PHASE #1 & #2
A-1.1	PHASE #1 - FOUNDATION PLAN CPT
A-1.2	PHASE #1 - MAIN FLOOR PLAN CPT
A-1.3	PHASE #1 - SECOND FLOOR PLAN CPT
A-1.4	PHASE #1 - THIRD FLOOR PLAN CPT
A-1.5	PHASE #1 - ROOF PLAN CPT
A-2.1	PHASE #1 - ELEVATIONS CPT A3
A-2.2	PHASE #1 - ELEVATIONS CPT A3

DRAWING ISSUES/REVISIONS

#	DATE	ISSUES/REVISIONS	BY

ENGINEER SEAL:



COMPANY INFO
 45, PETER ST.
 ELMVALE, ON L0L 1P0
 TEL: (705) 446-5289

PROJECT NAME:
26 TROWBRIDGE COMMERCIAL PLAZA

PROJECT ADDRESS:
 26, TROWBRIDGE ST. W.
 MEAFORD, ON. N4L 1Y1

DRAWING NAME:
PLOT PLAN - PHASE #1

CLIENT NAME:
 TONCIC

PROJECT NO.:
 (250002)

SCALE:
 1/16" = 1'-0"

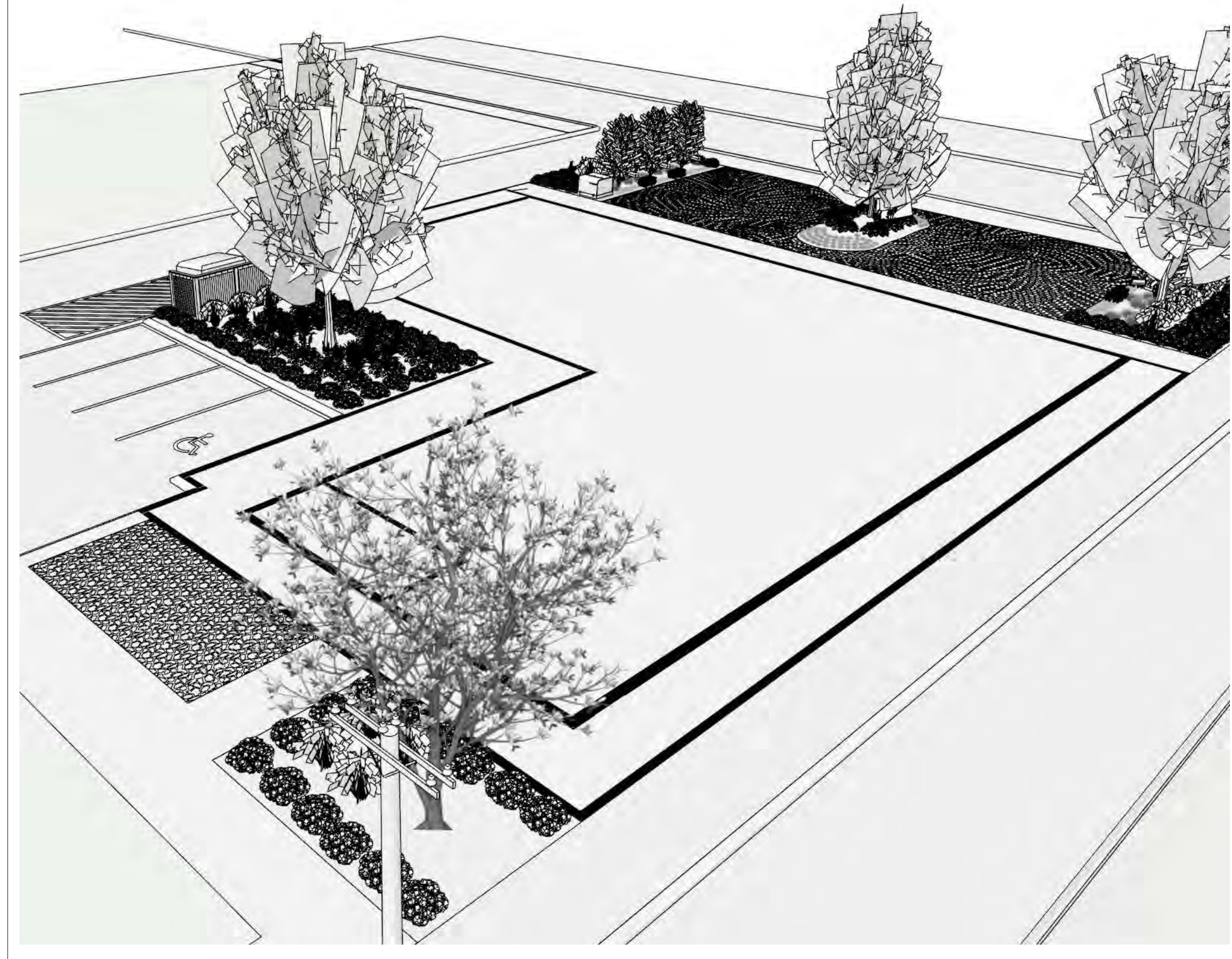
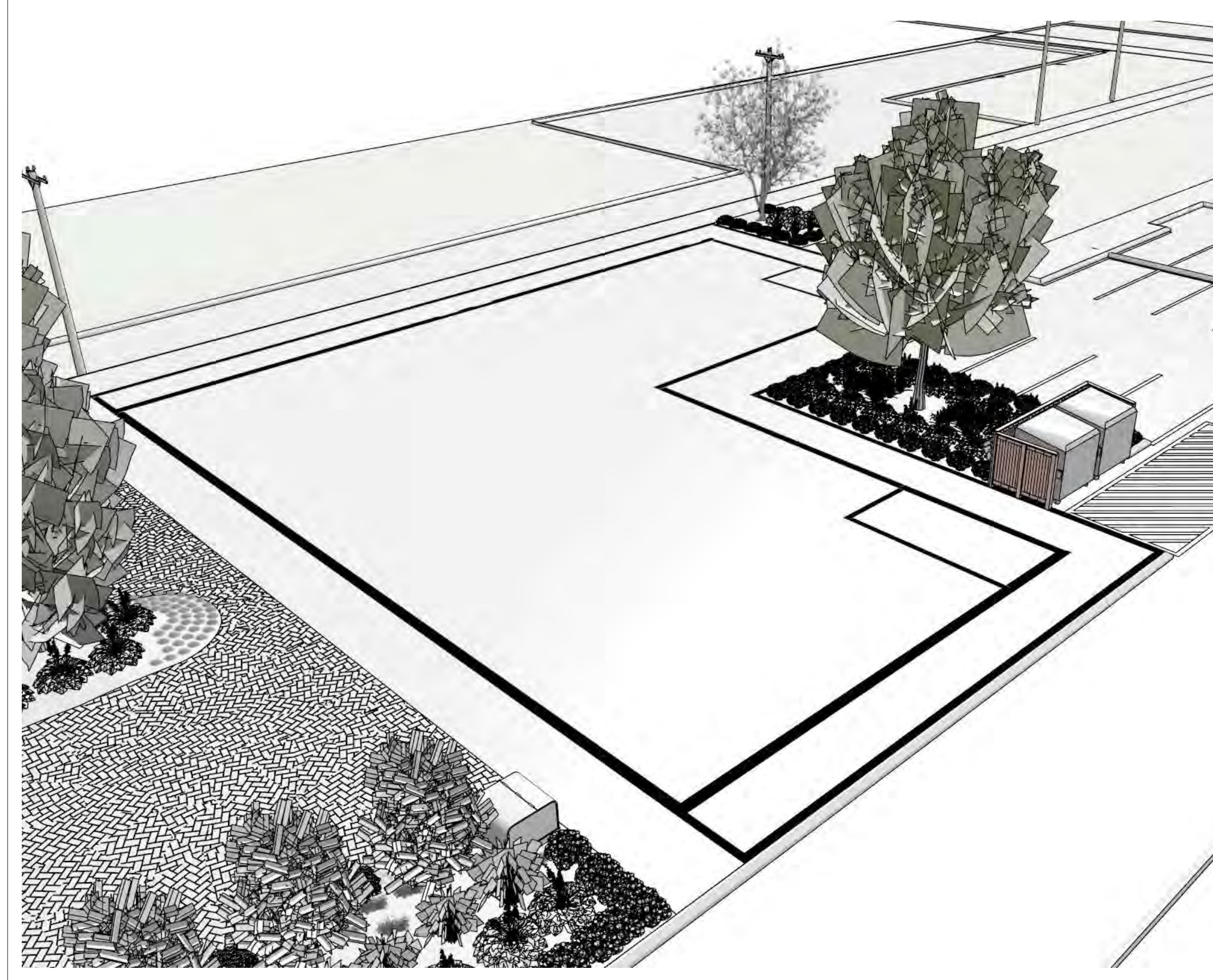
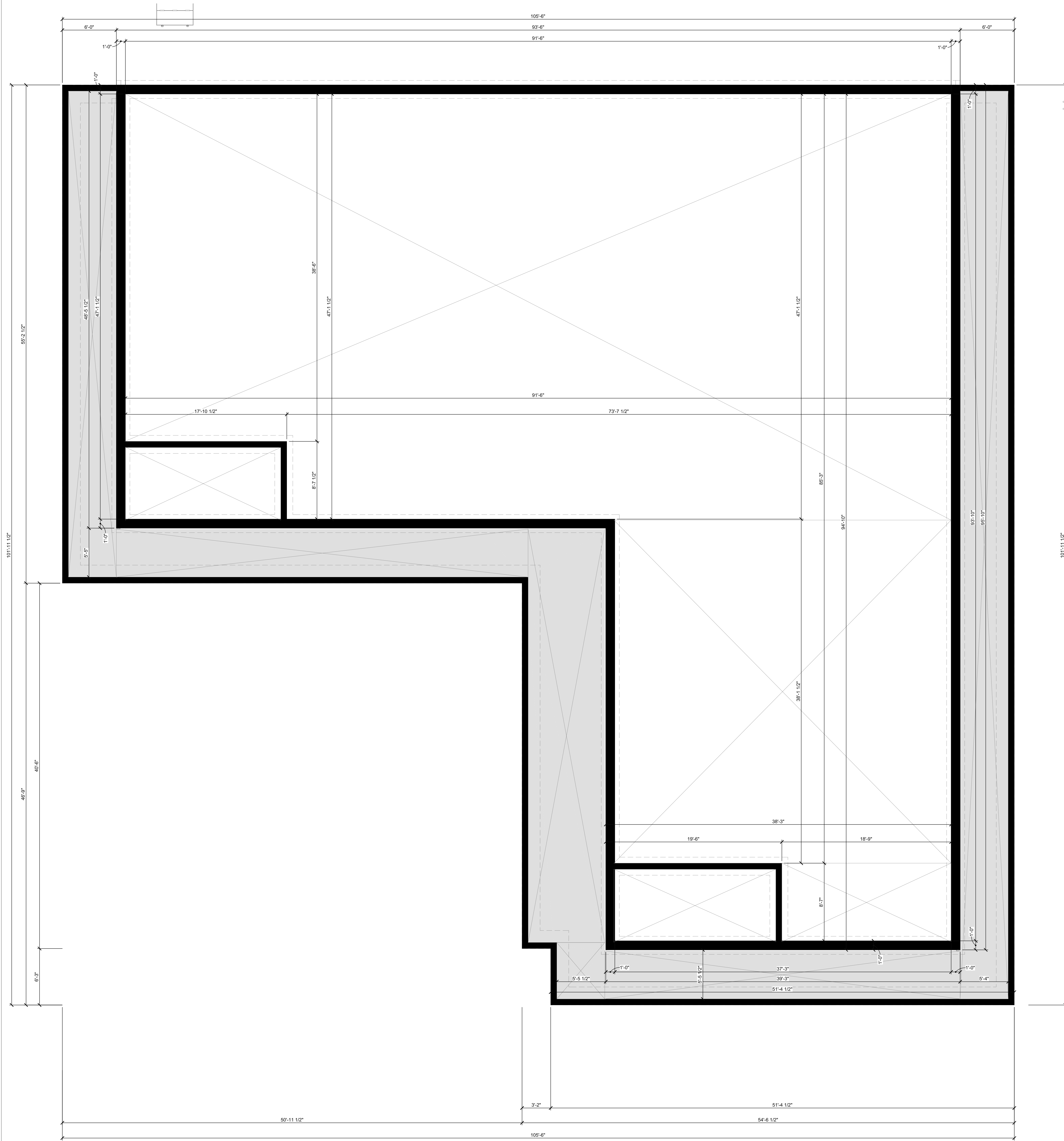
DESIGN BY:
 PLAN FORGE PROJECT SOLUTIONS

DATE:
 2026-03-12

DRAWN BY:
 PLAN FORGE PROJECT SOLUTIONS

APPROVED BY:
 PLAN FORGE PROJECT SOLUTIONS

A-0.2



PERSPECTIVE IMAGES
SCALE: NOT TO SCALE

TRUE NORTH **CONST. NORTH**

Plan Forge
MUNICIPAL AFFAIRS
AND HOUSING

THE MUNICIPAL AFFAIRS AND HOUSING DEPARTMENT HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN AND HAS THE QUALIFICATION AND MEETS THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE AS A QUALIFIED DESIGNER UNDER DIVISION C SECTION 3.2.4.

DESIGNER LICENSE NO. PLS 8036 4847
PLAN FORGE PROJECT SOLUTIONS PFM SC/M 202072

SIGNATURE: _____ DATE: 2026-03-12

GENERAL NOTES:

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USE LATEST REVISED DRAWINGS. DO NOT SCALE DRAWINGS.

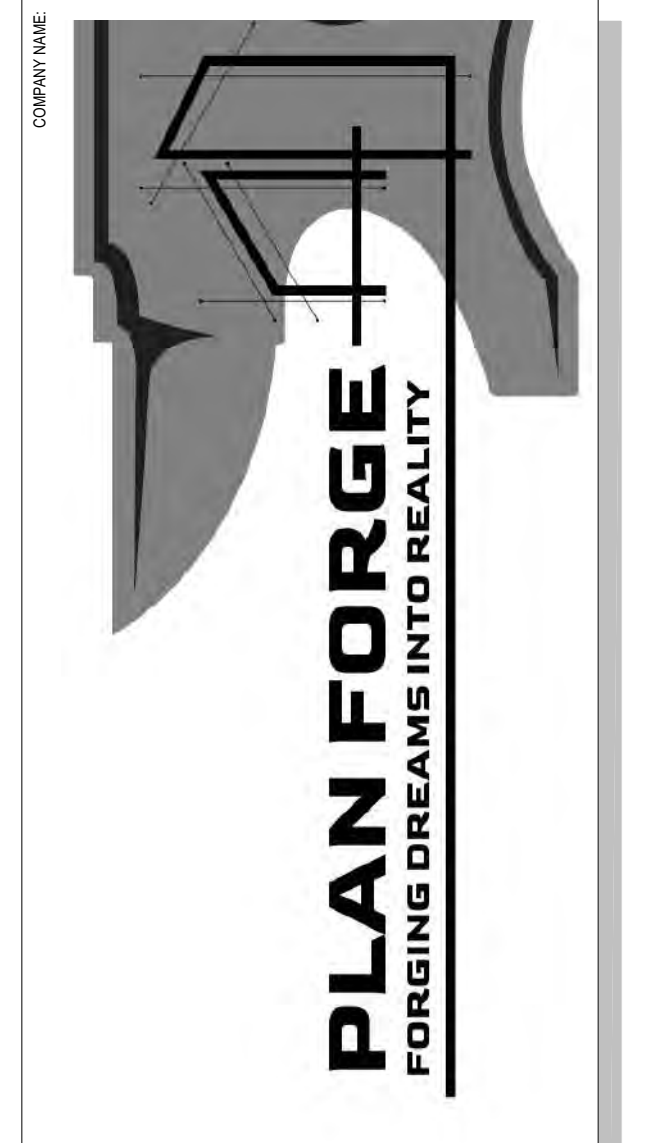
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A-1.5	PHASE #1 - ROOF PLAN CPT A3
A-2.1	PHASE #1 - ELEVATIONS CPT A3
A-2.2	PHASE #1 - ELEVATIONS CPT A3

DRAWING ISSUES/REVISIONS

#	DATE	ISSUES/REVISIONS	BY

ENGINEER SEAL:



COMPANY INFO
46, PETER ST.
ELMVALE, ON. L0L 1P0
TEL: (705) 448-5289

PROJECT NAME
26 TROWBRIDGE COMMERCIAL PLAZA

PROJECT ADDRESS
26, TROWBRIDGE ST. W.
MEAFORD, ON. N4L 1Y1

DRAWING NAME
PHASE #1 - FOUNDATION PLAN CPT A3

CLIENT NAME
TONCIC

PROJECT NO.
(250002)

SCALE
1/4" = 1'-0"

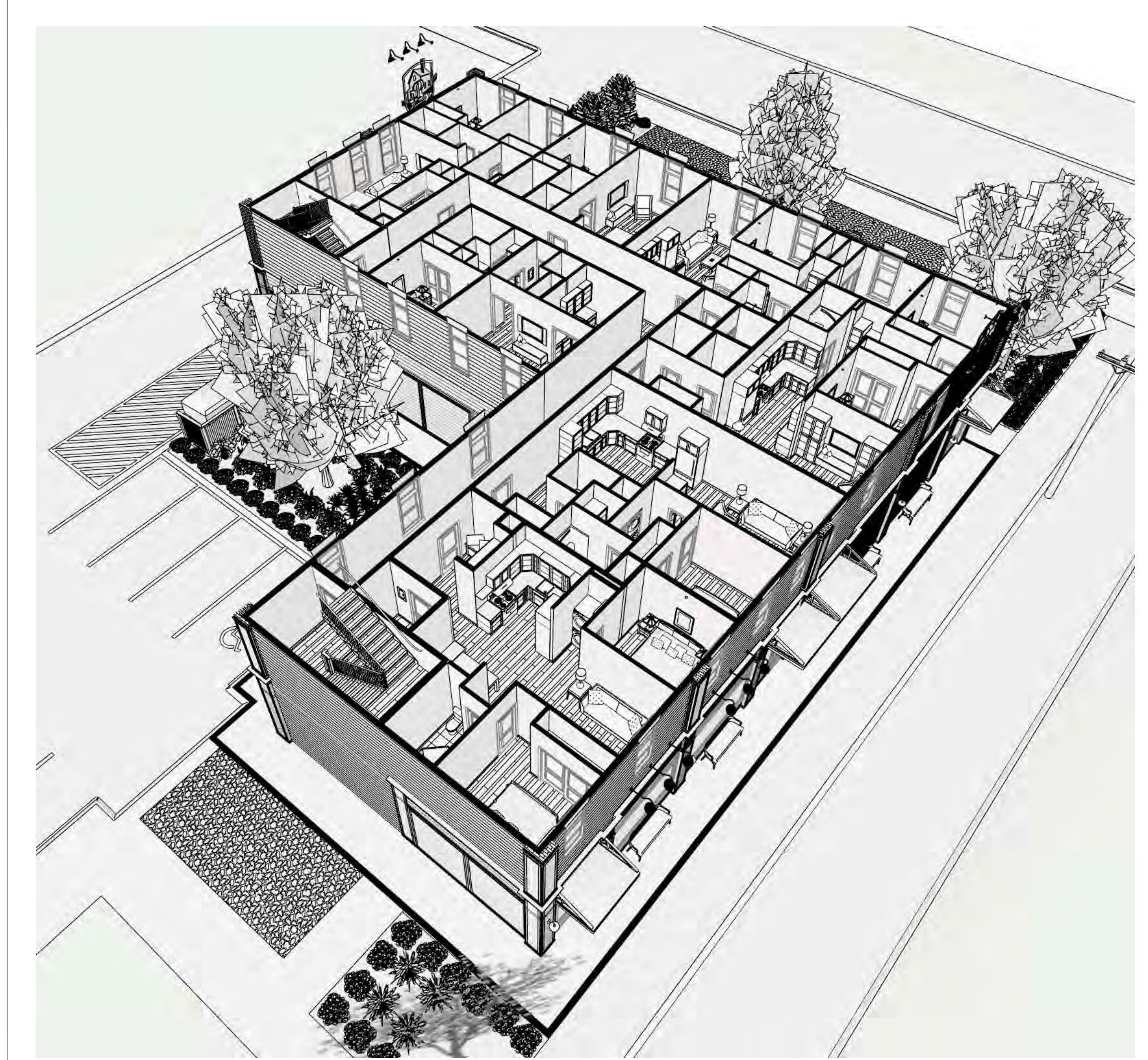
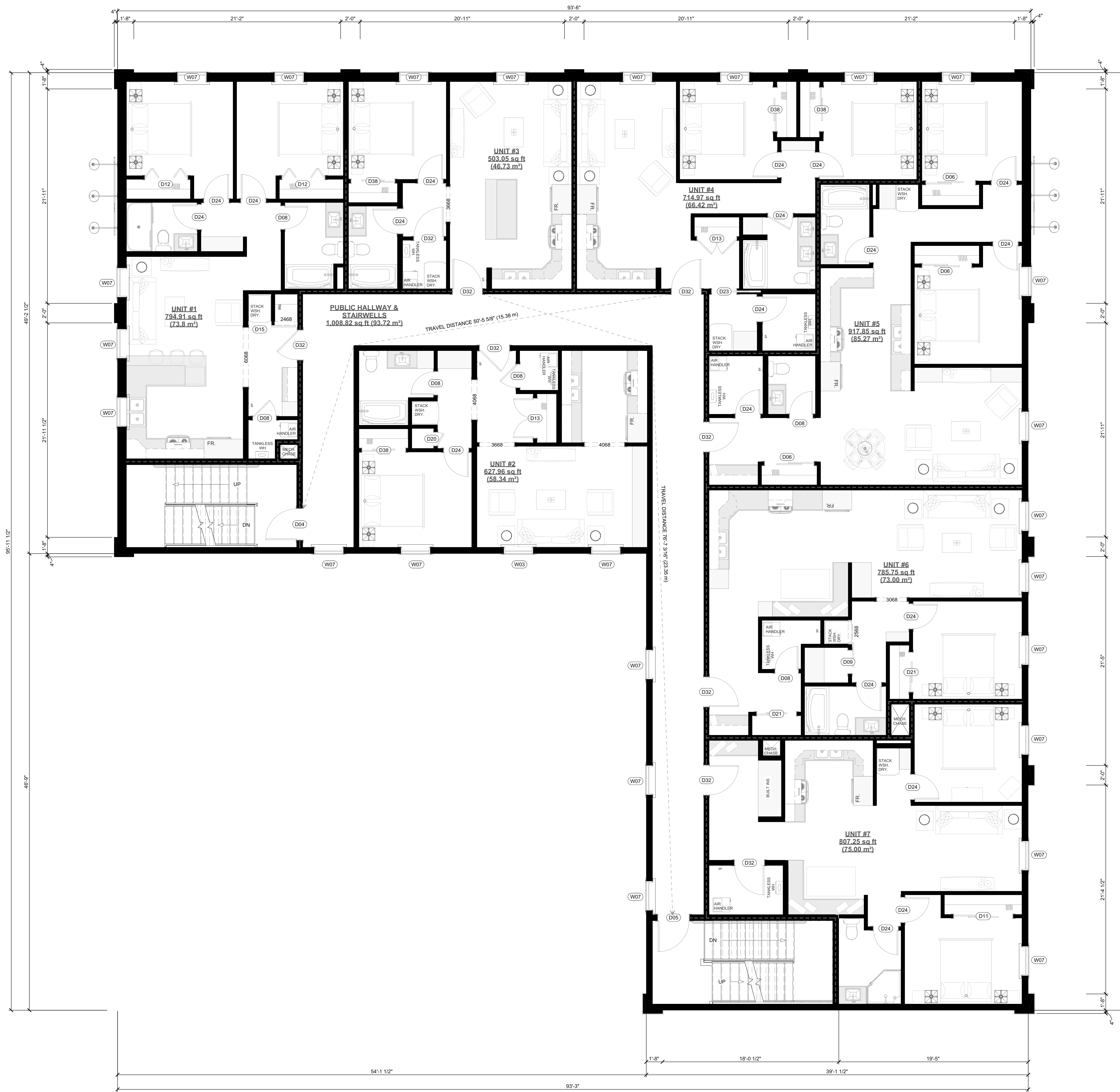
DESIGN BY
PLAN FORGE PROJECT SOLUTIONS

DATE
2026-03-12

DRAWN BY
PLAN FORGE PROJECT SOLUTIONS

APPROVED BY
PLAN FORGE PROJECT SOLUTIONS

A-1.1



PERSPECTIVE IMAGES
SCALE: NOT TO SCALE

Plan Forge
MUNICIPAL AFFAIRS
AND HOUSING

THE MUNICIPAL AFFAIRS AND HOUSING DEPARTMENT HAS THE QUALIFICATION AND MEETS THE REQUIREMENTS OF SECTION 3.2.4 OF THE REGULATION OF PROFESSIONAL ENGINEERS AND ARCHITECTS ACT, 1996 (R.S.O. 1996, CHAPTER 191) AS A QUALIFIED DESIGNER UNDER DIVISION C SECTION 3.2.4.

DESIGNED BY: PLAN FORGE PROJECT SOLUTIONS INC. REG. NO. 48417
FIRM REG. NO. 202172

DATE: 2026-03-12

GENERAL NOTES:

ALL DIMENSIONS AND INFORMATION SHOWN ON THESE DRAWINGS MUST BE CHECKED AND VERIFIED ON THE FIELD PRIOR TO CONSTRUCTION AND CONSTRUCTION OF THE PROJECT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, INSURANCE, AND OTHER REQUIREMENTS NECESSARY FOR THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, INSURANCE, AND OTHER REQUIREMENTS NECESSARY FOR THE PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, INSURANCE, AND OTHER REQUIREMENTS NECESSARY FOR THE PROJECT.

ARCHITECT INDEX

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A-1.3	PHASE #1 - SECOND FLOOR PLAN CPT A3
A-1.4	PHASE #1 - THIRD FLOOR PLAN CPT A3
A-1.5	PHASE #1 - ROOF PLAN CPT A3
A-2.1	PHASE #1 - ELEVATIONS CPT A3
A-2.2	PHASE #1 - ELEVATIONS CPT A3

#	DATE	ISSUES/REVISIONS	BY

ENGINEER SEAL:

PLAN FORGE
FORGING DREAMS INTO REALITY

COMPANY INFO:
45, PETER ST.
ELMVALE, ON. L0L 1P0
TEL: (905) 448-5289

PROJECT NAME:
26 TROWBRIDGE COMMERCIAL PLAZA

PROJECT ADDRESS:
26, TROWBRIDGE ST. W.

PROJECT OFFICE:
MEAFORD, ON. POSTAL CODE: N4L 1Y1

DRAWING NAME:
PHASE #1 - SECOND FLOOR PLAN CPT A3

CLIENT NAME:
TONCIC

PROJECT NO:
(250002)

SCALE:
2026-03-12

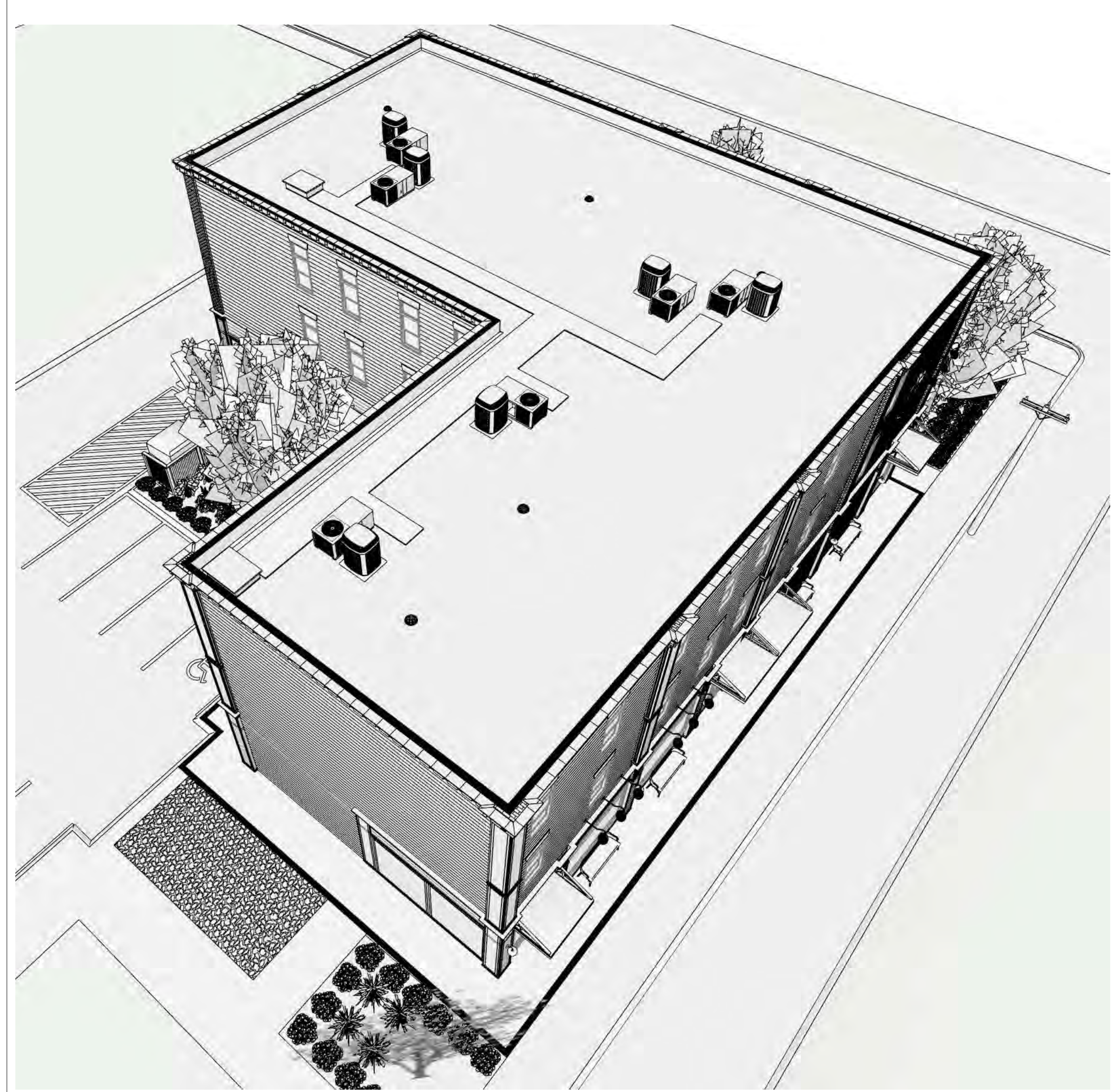
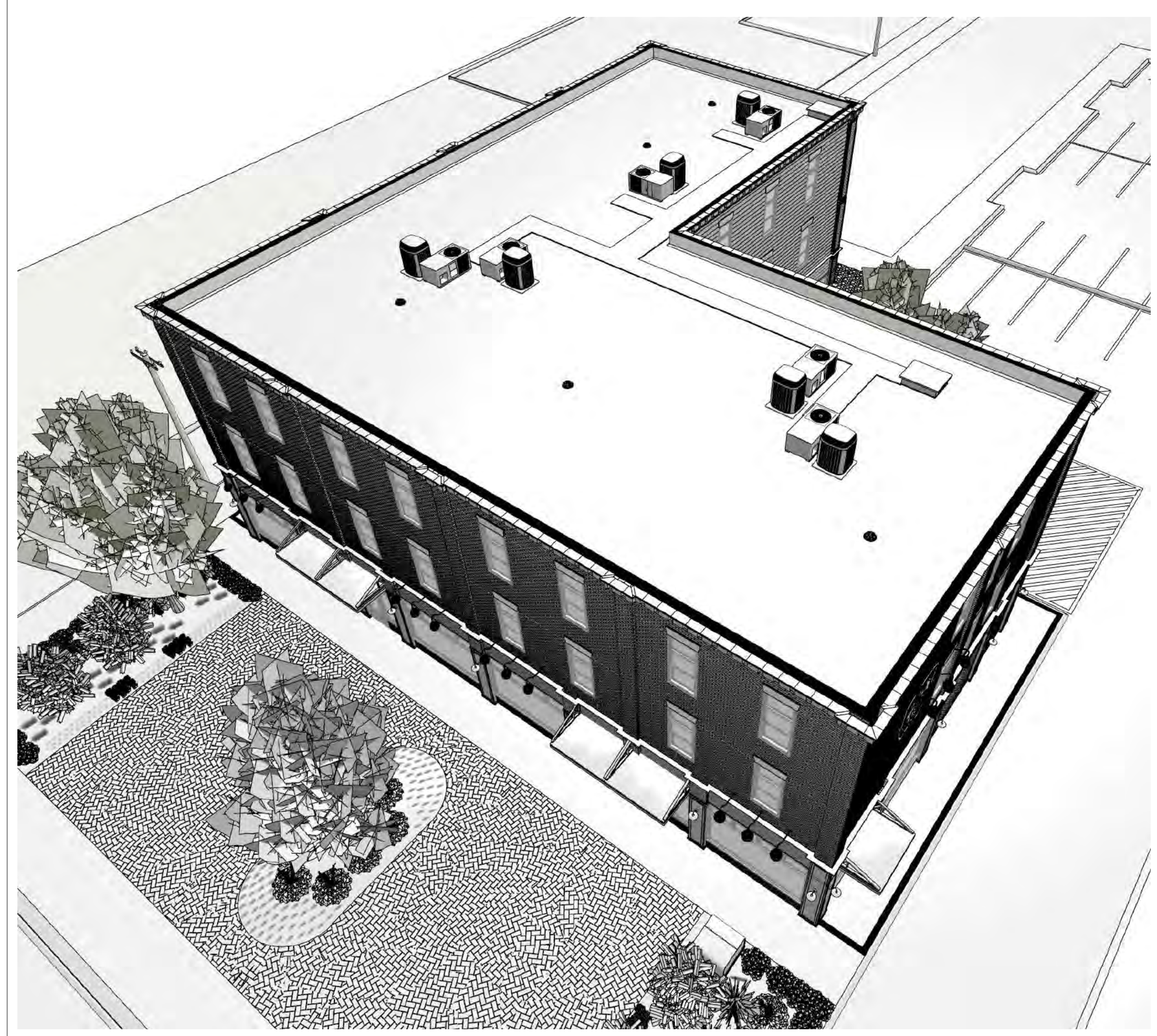
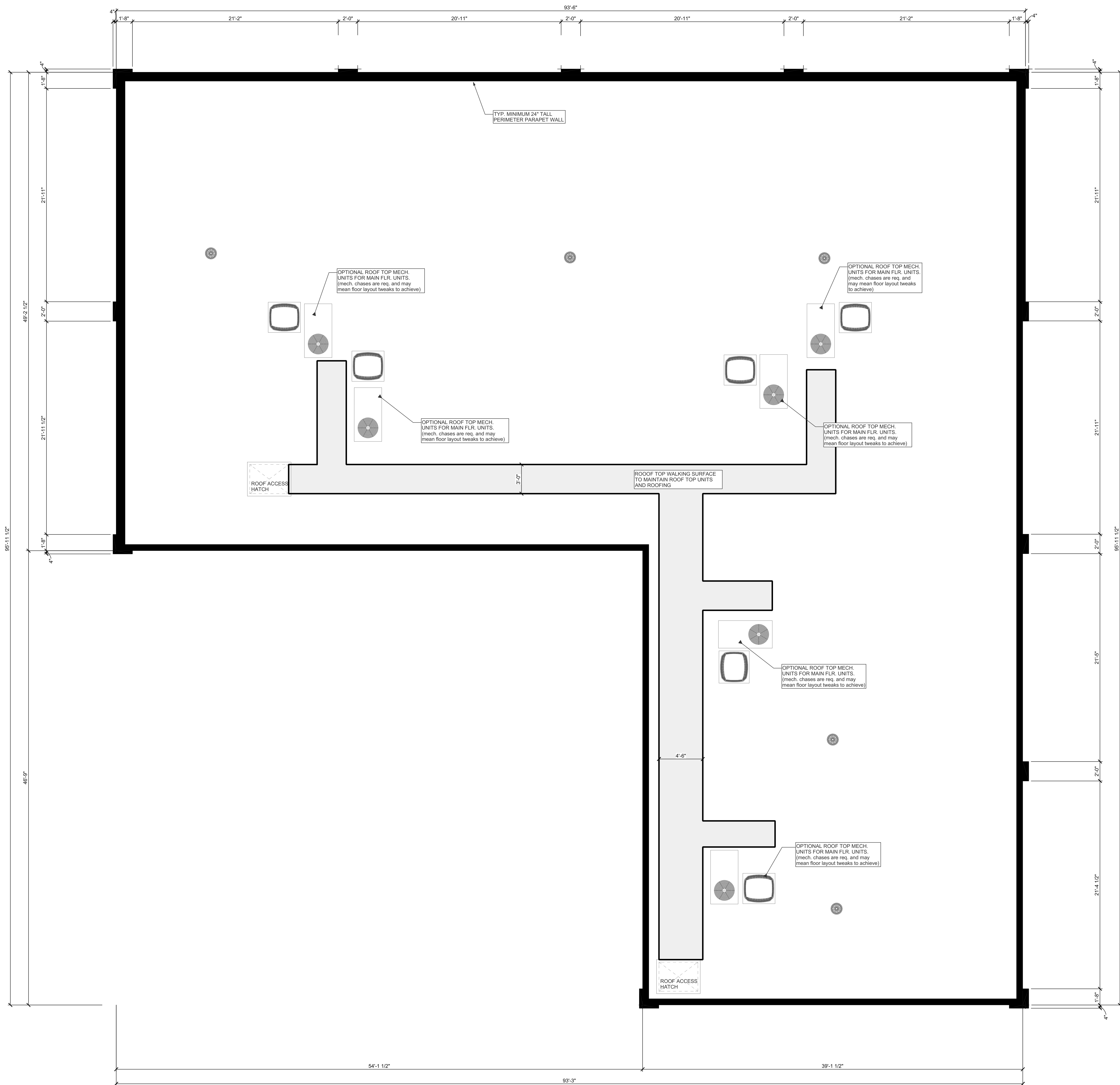
DATE:
2026-03-12

DESIGN BY:
PLAN FORGE PROJECT SOLUTIONS

DRAWN BY:
PLAN FORGE PROJECT SOLUTIONS

APPROVED BY:
PLAN FORGE PROJECT SOLUTIONS

A-1.3



PERSPECTIVE IMAGES
SCALE: NOT TO SCALE

ORIFLIO
MUNICIPAL AFFAIRS
AND HOUSING

THE MUNICIPAL AFFAIRS AND HOUSING DEPARTMENT HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN, AND HAS THE QUALIFICATION AND MEETS THE REQUIREMENTS SET OUT IN THE OFFICIAL BUILDING CODE AS A QUALIFIED DESIGNER UNDER DIVISION C SECTION 3.2.4.

DESIGNED BY: PLAN FORGE PROJECT SOLUTIONS
REG. NO. 18417
FIRM REG. NO. 202072

DATE: 2026-03-12

GENERAL NOTES:

ALL DIMENSIONS AND INFORMATION SHOWN ON THESE DRAWINGS MUST BE CHECKED AND VERIFIED ON THE JOB AND ANY DISCREPANCIES REPORTED TO THE DESIGNER PRIOR TO CONSTRUCTION AND IMPROVED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, INSURANCE, AND TRAFFIC CONTROL MEASURES PRIOR TO CONSTRUCTION. THE DESIGNER SHALL BE NOTIFIED IMMEDIATELY.

FEATURES OF CONSTRUCTION NOT FULLY SHOWN ARE ASSUMED TO BE THE SAME CHARACTER AS THOSE SHOWN FOR SIMILAR CONDITIONS.

UNLESS SPECIALLY NOTED OTHERWISE ON THE DRAWINGS, NO PROVISION HAS BEEN MADE FOR THE DESIGN OF CONSTRUCTION DETAILS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS, INSURANCE, AND TRAFFIC CONTROL MEASURES PRIOR TO CONSTRUCTION. THE DESIGNER SHALL BE NOTIFIED IMMEDIATELY.

USE LATEST REVISED DRAWINGS. DO NOT SCALE DRAWINGS.

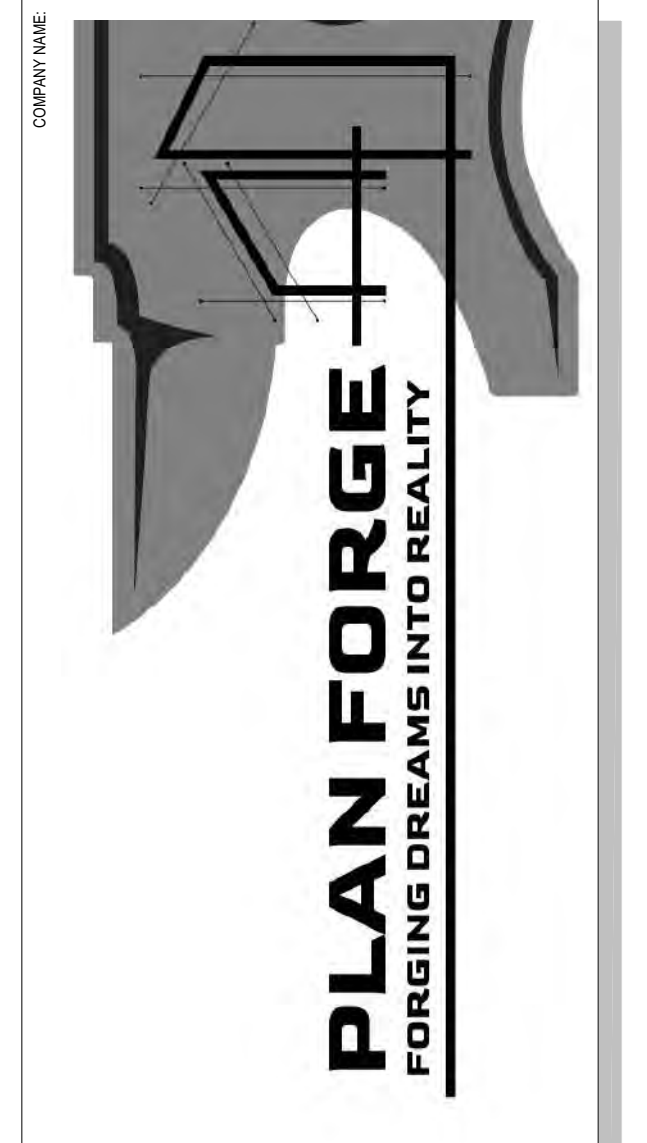
ARCH DRAWING INDEX

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A-0.3	PLOT PLAN - PHASE #1 & #2
A-0.4	LANDSCAPE PLAN - PHASE #1 & #2
A-1.1	PHASE #1 - FOUNDATION PLAN CPT A3
A-1.2	PHASE #1 - MAIN FLOOR PLAN CPT A3
A-1.3	PHASE #1 - SECOND FLOOR PLAN CPT A3
A-1.4	PHASE #1 - THIRD FLOOR PLAN CPT A3
A-1.5	PHASE #1 - ROOF PLAN CPT A3
A-2.1	PHASE #1 - ELEVATIONS CPT A3
A-2.2	PHASE #1 - ELEVATIONS CPT A3

DRAWING ISSUES/REVISIONS

#	DATE	ISSUES/REVISIONS	BY

ENGINEER SEAL:



COMPANY INFO
46, PETER ST.
ELMVALE, ON. L0L 1P0
TEL: (905) 448-5289

PROJECT NAME
26 TROWBRIDGE COMMERCIAL PLAZA

PROJECT ADDRESS
26, TROWBRIDGE ST. W.
MEAFORD, ON.
POSTAL CODE: N4L 1Y1

DRAWING NAME
PHASE #1 - ROOF PLAN CPT A3

CLIENT NAME
TONCIC

PROJECT NO.
(250002)

SCALE

DESIGN BY
PLAN FORGE PROJECT SOLUTIONS

DATE
2026-03-12

DRAWN BY
PLAN FORGE PROJECT SOLUTIONS

APPROVED BY
PLAN FORGE PROJECT SOLUTIONS

A-1.5

NOTE:
 CODE REFERENCE FOR SPATIAL SEPARATION BETWEEN BUILDINGS IS O.B.C. 9.10.14. WITH SECTION 9.10.14.5 SPEAKING TOWARD WHETHER NON-COMBUSTIBLE STRUCTURE OR CLADDING IS REQUIRED ON THE BUILDING WHEN COMPARED AGAINST THE UNPROTECTED OPENING PERCENTAGES ON THE WALL FACE.
 - 0-10% REQUIRES BOTH BE NON-COMBUSTIBLE
 - >10 BUT < OR= 25% REQUIRES NON-COMBUSTIBLE CLADDING
 - >25 BUT < 100 COMBUSTIBLE CLADDING AND STRUCTURE CAN BE USED

OPENINGS IN EXPOSED BUILDING FACE

FACE #1
 EXPOSED FACE AS PER 9.10.14.2
 RESIDENTIAL LEVEL = 2,017.28 sq ft (187.42 m²)
 COMMERCIAL LEVEL = 1,292.44 sq ft (117.28 m²)
 TOTAL AREA = 3,279.82 sq ft (304.71 m²)

UNPROTECTED OPENINGS FACE #1:
 WINDOW AREA
 24 WINDOWS = 841.17 sq ft (78.15 m²)

DOOR AREA
 4 DOORS = 137.81 sq ft (12.80 m²)

MINIMUM 19'-11" (6.07m) SETBACK TO BE MAINTAINED.

FIRE UNPROTECTED OPENINGS (LOWER COMMERCIAL LEVEL):
 = 629.44 / 1,292.44 = 49.87% (Max Allowable 19%)

FIRE SHUTTERS REQ. (ONE FOR ALL STORE FRONT WINDOWS AND ENTRY DOORS)
 NONCOMBUSTIBLE CLADDING
 NONCOMBUSTIBLE CONSTRUCTION
 2-HR FIRE RATING

TOTAL UNPROTECTED OPENINGS AREA (UPPER RESIDENTIAL LEVEL):
 = 349.44 / 2,017.28 = 17.32% (Max Allowable 19%)

NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 1-HR FIRE RATING

ARCH DRAWING INDEX

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A-0.4	LANDSCAPE PLAN - PHASE #1 & #2
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A-1.1	PHASE #1 - MAIN FLOOR PLAN CPT
A-1.2	PHASE #1 - SECOND FLOOR PLAN CPT
A-1.3	PHASE #1 - THIRD FLOOR PLAN CPT
A-1.5	PHASE #1 - ROOF PLAN CPT
A-2.1	PHASE #1 - ELEVATIONS CPT A3
A-2.2	PHASE #1 - ELEVATIONS CPT A3



FRONT ELEVATION
 SCALE: 1/4" = 1'-0"

OPENINGS IN EXPOSED BUILDING FACE

FACE #1
 EXPOSED FACE AS PER 9.10.14.2
 RESIDENTIAL = 1,061.89 sq ft (98.65 m²)
 COMMERCIAL = 730.81 sq ft (67.99 m²)
 TOTAL = 1,728.39 sq ft (160.38 m²)

FACE #2
 RESIDENTIAL = 1,808.35 sq ft (168.69 m²)
 COMMERCIAL = 631.01 sq ft (58.62 m²)
 TOTAL = 1,639.36 sq ft (152.30 m²)

GROSS TOTAL AREA = 3,366.76 sq ft (312.69 m²)

UNPROTECTED OPENING AREA FACE #1:
 WINDOW AREA
 8 WINDOWS = 263.71 sq ft (24.50 m²)

DOOR AREA
 0 DOORS = 0

MINIMUM 20'-2 1/4" (6m) SETBACK TO BE MAINTAINED.

FACE #1
 TOTAL UNPROTECTED OPENING AREA (LOWER COMMERCIAL LEVEL)
 = 154.21 / 730.81 = 21.14% (Max Allowable 19%)
 FIRE SHUTTERS REQ. (ONE FOR ALL STORE FRONT WINDOWS)
 NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 2-HR FIRE RATING

FACE #2
 TOTAL UNPROTECTED OPENING AREA (UPPER RESIDENTIAL LEVEL)
 = 120.20 / 1,808.35 = 6.65% (Max Allowable 20%)
 COMBUSTIBLE OR NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 40 MIN FIRE RATING

UNPROTECTED OPENING AREA FACE #2:
 WINDOW AREA
 6 WINDOWS = 131.04 sq ft (12.17 m²)

DOOR AREA
 3 DOORS = 104.31 sq ft (9.69 m²)

FACE #2 MINIMUM 7'-9 1/2" (2.25m) SETBACK TO BE MAINTAINED.

FACE #2
 TOTAL UNPROTECTED OPENING AREA (LOWER COMMERCIAL LEVEL)
 = 104.31 / 730.81 = 14.30% (Max Allowable 20%)
 COMBUSTIBLE OR NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 1-HR FIRE RATING

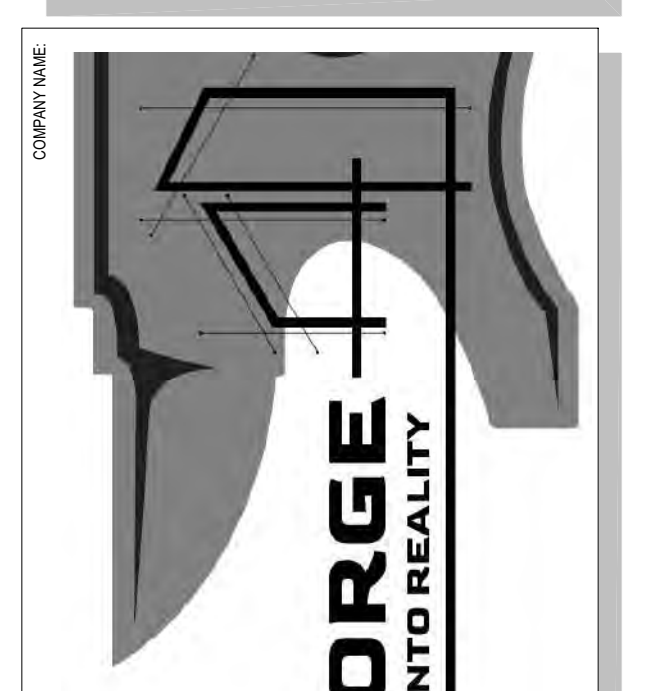
FACE #2
 TOTAL UNPROTECTED OPENING AREA (UPPER RESIDENTIAL LEVEL)
 = 120.20 / 1,808.35 = 6.65% (Max Allowable 20%)
 COMBUSTIBLE OR NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 FIRE RATING N/A

NOTE:
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DRAWING ISSUES/REVISIONS

#	DATE	ISSUES/REVISIONS	BY

ENGINEER SEAL:



COMPANY INFO
 45, PETER ST.
 ELMVALE, ON L6L 1P0
 TEL: (905) 448-5289

PROJECT NAME
 26 TROWBRIDGE COMMERCIAL PLAZA

PROJECT ADDRESS
 26, TROWBRIDGE ST. W.

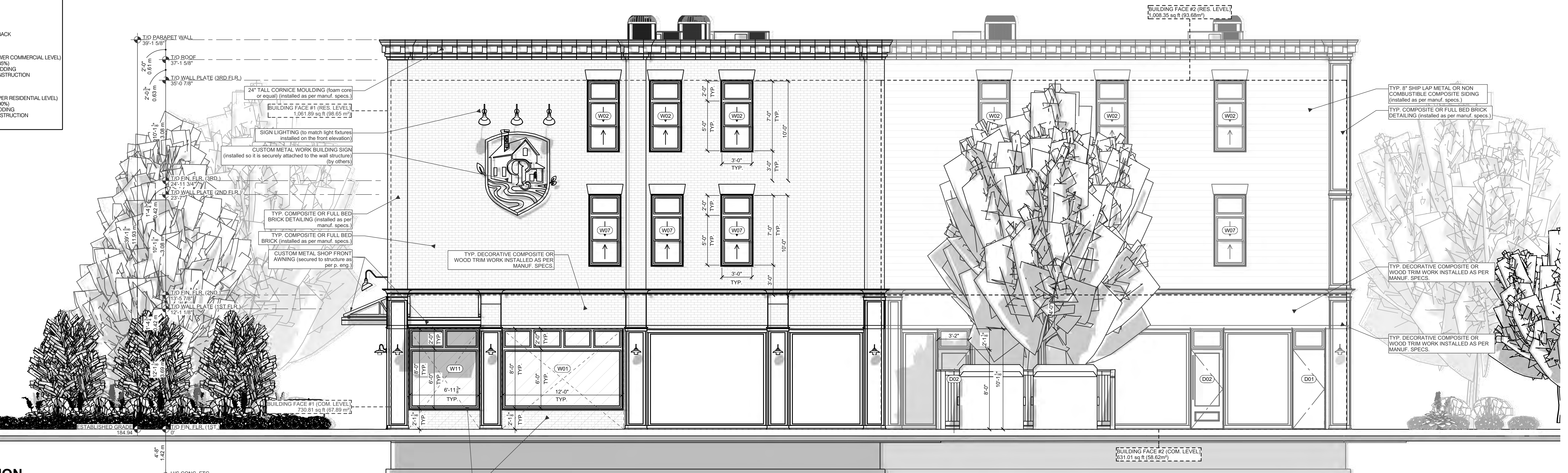
PROJECT OFFICE
 MEAFORD, ON. **POSTAL CODE:** N4L 1Y1

DRAWING NAME
 PHASE #1 - ELEVATIONS CPT A3

CLIENT NAME
 TONIC

PROJECT NO.
 (250002) **SCALE:** AS NOTED

DESIGN BY: PLAN FORGE PROJECT SOLUTIONS **DATE:** 2026-03-12
DRAWN BY: PLAN FORGE PROJECT SOLUTIONS **DWG. NO.:** A-2.1
APPROVED BY: PLAN FORGE PROJECT SOLUTIONS



RIGHT ELEVATION
 SCALE: 1/4" = 1'-0"

ELEVATIONS

OPENINGS IN EXPOSED BUILDING FACE

EXPOSED FACE AS PER 9.10.14.2
 FACE #1
 RESIDENTIAL = 849.44 sq ft (78.02m²)
 COMMERCIAL = 231.63 sq ft (21.59m²)
 TOTAL = 1,081.07 sq ft (100.31m²)

FACE #2
 RESIDENTIAL = 1,167.83 sq ft (108.20m²)
 COMMERCIAL = 730.81 sq ft (67.89m²)
 TOTAL = 1,898.63 sq ft (176.39m²)

GROSS TOTAL AREA = 3279.8 sq ft (304.70m²)

UNPROTECTED OPENINGS AREA FACE #1:
 WINDOW AREA
 0 WINDOWS = 0

DOOR AREA
 0 DOORS = 0

MINIMUM 11'-6" (3.5m) SETBACK TO BE MAINTAINED.

FACE #1
 TOTAL UNPROTECTED OPENINGS AREA (LOWER COMMERCIAL LEVEL)
 = 0 / 531.83 = 0% (Max. Allowable 5.5%)
 NONCOMBUSTIBLE CLADDING
 NONCOMBUSTIBLE CONSTRUCTION
 2 HR FIRE RATING

FACE #1
 TOTAL UNPROTECTED OPENINGS AREA (UPPER RESIDENTIAL LEVEL)
 = 0 / 849.44 = 0% (Max. Allowable 1%)
 NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 1 HR FIRE RATING

UNPROTECTED OPENINGS AREA FACE #2:
 WINDOW AREA
 4 WINDOWS = 131.04 sq ft (12.17 m²)

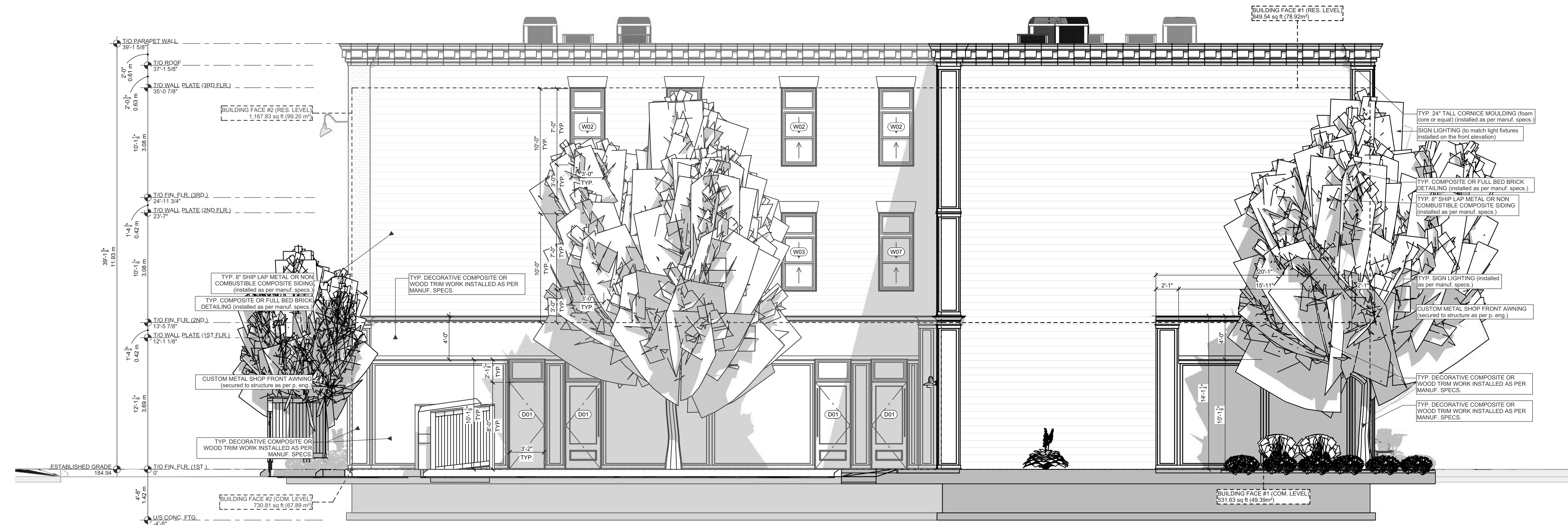
DOOR AREA
 4 DOORS = 139.08 sq ft (12.92 m²)

FACE #2 MINIMUM 59'-0" (11.18m) SETBACK TO BE MAINTAINED.

FACE #2
 TOTAL UNPROTECTED OPENINGS AREA (LOWER COMMERCIAL LEVEL)
 = 139.08 / 730.81 = 19.03% (Max. Allowable 5%)
 COMBUSTIBLE OR NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 1 HR FIRE RATING

FACE #2
 TOTAL UNPROTECTED OPENINGS AREA (UPPER RESIDENTIAL LEVEL)
 = 131.04 / 1,167.83 = 11.22% (Max. Allowable 8%)
 COMBUSTIBLE OR NONCOMBUSTIBLE CLADDING
 COMBUSTIBLE OR NONCOMBUSTIBLE CONSTRUCTION
 1 HR FIRE RATING

NOTE:
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 WITH SECTION 9.10.14.5 SPEAKING TOWARD WHETHER NON-COMBUSTIBLE STRUCTURE OR CLADDING IS REQUIRED ON THE BUILDING WHEN COMPARED AGAINST THE UNPROTECTED OPENING PERCENTAGES ON THE WALL FACE.
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REAR ELEVATION
 SCALE: 1/4" = 1'-0"

NOTE:
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 - >10 BUT = OR< 25% REQUIRES NON-COMBUSTIBLE CLADDING
 - >25 BUT < 100 COMBUSTIBLE CLADDING AND STRUCTURE CAN BE USED

OPENINGS IN EXPOSED BUILDING FACE

FACE #1:
 EXPOSED FACE AS PER 9.10.14.2
 RESIDENTIAL LEVEL = 2,073.43 sq ft (192.63 m²)
 COMMERCIAL AREA = 1,266 sq ft (117.20 m²)
 TOTAL AREA = 3,339.43 sq ft (309.83 m²)

GLAZED AREA FACE #1:
 WINDOW AREA
 21 WINDOWS = 639.88 sq ft (59.45 m²)

DOOR AREA
 0 DOORS = 104.31 sq ft (9.69 m²)

MINIMUM 9'-10" (3m) SETBACK TO BE MAINTAINED.

TOTAL UNPROTECTED OPENING AREA (LOWER COMMERCIAL LEVEL):
 FIRE SHUTTERS REQ. (ONE FOR ALL STORE FRONT WINDOWS AND ENTRY DOORS)
 NONCOMBUSTIBLE CLADDING
 NONCOMBUSTIBLE CONSTRUCTION
 2 HR FIRE RATING

TOTAL UNPROTECTED OPENING AREA (UPPER RESIDENTIAL LEVEL):
 FIRE SHUTTERS ARE REQ. (7 SHUTTERS IN TOTAL)
 NONCOMBUSTIBLE CLADDING
 NONCOMBUSTIBLE CONSTRUCTION
 1 HR FIRE RATING

EXAMPLE WALL CONSTRUCTION:
 O.B.C. SB-3 B1a OR B1b 8" OR 6" BLOCK WALL STRUCTURE WITH INTERIOR FINISH AND INSUL. AND EXTERIOR FINISH AND INSUL. (COULD BE OF WITH INTERIOR AND EXTERIOR FINISHES)



LEFT ELEVATION
 SCALE: 1/4" = 1'-0"

ELEVATIONS

PLAN FORGE PROJECT SOLUTIONS

ORLANDO
 45, PETER ST.
 ELMVALE, ON. L3P 1P0
 TEL: (709) 448-5289

DATE: 2026-03-12

PROJECT NAME: 26 TROWBRIDGE COMMERCIAL PLAZA

PROJECT ADDRESS: 26, TROWBRIDGE ST. W.

PROJECT CITY: MEAFORD, ON. PROJECT CODE: NLL 1Y1

DRAWING NAME: PHASE #1 - ELEVATIONS CPT A3

CLIENT NAME: TONIC

PROJECT NO: (250002)

DESIGN BY: PLAN FORGE PROJECT SOLUTIONS DATE: 2026-03-12

DRAWN BY: PLAN FORGE PROJECT SOLUTIONS

APPROVED BY: PLAN FORGE PROJECT SOLUTIONS

A-2.2

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A-1.2	PHASE #1 - MAIN FLOOR PLAN CPT A2
A-1.3	PHASE #1 - SECOND FLOOR PLAN CPT A3
A-1.4	PHASE #1 - THIRD FLOOR PLAN CPT A3
A-1.5	PHASE #1 - ROOF PLAN CPT A3
A-2.1	PHASE #1 - ELEVATIONS CPT A3
A-2.2	PHASE #1 - ELEVATIONS CPT A3

REVISIONS

#	DATE	ISSUES/REVISIONS	BY

ENGINEER SEAL:

PLAN FORGE PROJECT SOLUTIONS

PLAN FORGE
 FORGING DREAMS INTO REALITY

26 TROWBRIDGE COMMERCIAL PLAZA

26, TROWBRIDGE ST. W.

MEAFORD, ON. NLL 1Y1

PHASE #1 - ELEVATIONS CPT A3

TONIC

(250002)

2026-03-12

PLAN FORGE PROJECT SOLUTIONS

PLAN FORGE PROJECT SOLUTIONS

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PLAN FORGE PROJECT SOLUTIONS

4.8 INFILL DEVELOPMENT: NEW FREESTANDING BUILDING CONSTRUCTION AND BUILDING CONSTRUCTION WITHIN THE COMMERCIAL STREET WALL

“Infill” is a term broadly used to define an array of development options that typically apply to established built-up or urban areas within which there are vacant or underutilised properties. The construction of new buildings on these vacant lots has been characterized as filling in a “hole” or a “void” in otherwise complete streetscapes, commercial terraces or residential areas. Typically, services to such properties are pre-existing.

Infill development within the District is anticipated to take two broad forms: infill as relatively “free-standing” building construction with yard areas providing some form of open, unencumbered space around buildings; and infill as building construction within the commercial street wall where new building construction is actually touching or nearly touching adjacent buildings. The following provides guidance related to infill development:

4.8.1 New freestanding construction

- a) New freestanding construction will be required to be compatible with the character of adjoining/adjacent properties and the streetscape wherever appropriate. This means adhering to the general character of the surrounding neighbourhood with regards to heights, massing, setback, and exterior materials.
- b) Building heights along Sykes Street shall be no more than three storeys or 11.0 m. The remainder of the Downtown Meaford Heritage Conservation District may build to the acceptable limits of the Municipality of Meaford Zoning By-law. As outlined in the Municipality of Meaford Official Plan, additional heights may be permitted in accordance with applicable bonusing provisions (four storeys total along Sykes Street and five storeys total elsewhere).
- c) New construction should be a product of its own time and not pretend to be historic by incorporating detail that is inappropriate in contemporary construction. Contemporary design is encouraged. New design may be a contemporary interpretation of historic forms and styles, but attempts at replicating historic buildings are discouraged.
- d) Due to the pervasive use in nineteenth century buildings of quality natural materials such as brick and stone, these materials and other quality masonry products will be encouraged in new construction, together with the appropriate use of contemporary building and decorative materials for use in decorative elements or accent detailing.
- e) The use of exterior concrete masonry products, either as individual units, pre-cast panels or cast-in-place forms, as well as prefabricated metal or synthetic claddings and spandrel glass panels will not be permitted in the construction of entire new façades.
- f) Maintaining the height and rhythm of the existing streetscape, as described herein, will unify the District. Blank façades that face the street or are easily visible from the public realm are discouraged.
- g) Parking facilities such as surface parking or parking structures at grade are discouraged due to negative impact on the streetscape. Parking at grade may be considered on a case-by-case basis if the parking is not visible from the streetscape and/or is screened within the new structure.

4.8.2 Construction within the commercial street wall

It is expected that new infill construction within the commercial street wall will be an unusual situation as existing commercial units shall be conserved and protected, recognizing that additions may be made to upper floors. However, if there is the loss of units within the commercial street wall, new infill construction will be required to be compatible with the character of adjoining properties and the streetscape. Maintaining the height and rhythm of the existing street wall on Sykes Street, as described in the following, will assist in unifying the character of the District.

a) Height

Infill development shall respect adjacent heights of existing buildings. Nineteenth century floor to floor heights tended to be greater than those in contemporary structures. Notwithstanding this, each storey should attempt to align or close align to adjacent buildings. Contemporary interpretations of storey divisions such as string courses, cornices, corbelling and parapets will be encouraged.

b) Width

Infill development shall respect the horizontal rhythm of adjacent buildings. Traditional storefronts are generally in the range of 4 to 7 metres wide due to the structural limitations of available technologies at the time of construction. Height and width will establish the proportions of the infill commercial development.

c) Relation to street

Heritage commercial buildings shall be built out to the street line and side lot lines.

d) Windows and entrances

Contemporary storefronts shall maintain the historical ratio of solids and void (wall to glass) in new infill construction, approximately 85% glazing at street level with upper storey fenestration generally limited to 50% or less in void to solid wall.

e) Composition

While detail in contemporary infill developments should be representative of its own time, adherence to the above noted parameters will reinforce the sense of enclosure provided by the "street wall" and enhance the streetscape. The following examples illustrate potentially acceptable and unacceptable design responses.

- i. Following a catastrophic event, such as a fire or earthquake, building restoration may be acceptable as infill construction where it is based upon sufficient building remains and remnant architectural features that can guide accurate restorative work.
- ii. The construction of a new building within in the commercial street wall may fit well and be acceptable where it adheres to traditional arrangements of entranceways and windows.

- iii. New infill construction which does not respect traditional compositions, the appropriate placement of windows and doors, and use of incongruous materials will not be permitted.



f) Exterior cladding

The principal building cladding in the District has been historically brick. These materials will be encouraged for major additions and infill, with an emphasis on distinguishing old and new portions of the building.

The use of synthetic cladding materials such as vinyl or aluminum siding, stucco, and Exterior Insulation and Finish Systems (EIFS) are discouraged on building facades facing the public realm. These materials and others, such as concrete fibre board and synthetic wood products will be considered on a case by case basis.

4.9 DEMOLITION AND REMOVAL OF BUILDINGS AND STRUCTURES

4.9.1 Demolition of heritage buildings and structures

- a) The demolition of heritage buildings and structures shall not be permitted, except in extenuating circumstances such as natural disasters (e.g. fire, flood, tornado, and earthquake).
- b) Other extenuating circumstances shall generally constitute those situations where public health and safety is considered to be compromised and the Municipality of Meaford's Chief Building Official has received structural assessment advising that a building or structure is beyond repair and has been determined to be unsafe. The economic feasibility of undertaking building repair may also be considered by staff and Council in determining whether demolition should be permitted. The assessment must be prepared by a professional engineer with expertise and experience in heritage buildings and structures.
- c) Where time is of the essence, the requirements for a heritage permit may be waived but it will be expected that in lieu of a heritage permit, the property owner shall retain an appropriately qualified heritage professional to record the building or the remains of the building through

photography and/or measured drawings. Such recording shall be guided by existing structural conditions and the level of access that is considered by the Chief Building Official (or appropriate Emergency Responders) to be safe.

- d) Where the property owner is unable to retain a heritage professional, heritage staff of the Municipality of Meaford shall be accorded reasonable access to the property by the property owner to undertake appropriate recording.
- e) It shall be required that once a building has been demolished and the property is considered to be in a stable and safe state the property owner shall submit a heritage permit application for a new building within six months of site clearance. Within two years of that submission, or as mutually agreed upon by the property owner and the Municipality of Meaford, new construction has not been completed, the provisions of the *Ontario Heritage Act* shall apply with respect to contraventions of the Act.

4.9.2 Removal of heritage buildings and structures

- a) The removal of heritage buildings and structures may be permitted with the submission and approval of a heritage permit application by Municipal Council.
- b) The removal of heritage buildings and structures shall be considered as an extraordinary and temporary measure and it shall be expected that any building façade (as part of a commercial property) included as part of a submitted heritage permit application shall be recorded, disassembled, stored in a climatically controlled and secure storage facility until such time that it is reassembled on-site in its original location.
- c) The Municipality shall require notification of the location of the storage facility or any changes in the location, access to the location if required by Municipal staff and shall require these as part of any conditions of approval.

4.9.3 Demolition and removal of non-heritage buildings and structures

- a) Demolition and/or removal of non-heritage buildings and structures may be permitted by Council upon the submission and approval of a heritage permit application provided it is accompanied with appropriate drawings and plans for a new building or structure that complies with the guidance in the Downtown Meaford Heritage Conservation District Plan and Guidelines and other applicable Municipal guidelines and standards.
- b) Conditions of approval shall be attached requiring that any new building or structure permitted shall be constructed within two years of approval, or as mutually agreed upon by the property owner and the Municipality of Meaford. If new construction has not been completed the provisions of the *Ontario Heritage Act* shall apply with respect to contraventions of the Act.
- c) Where the heritage permit application is for the demolition of a minor or ancillary structure and there is no need or requirement to build a replacement structure, appropriate plans or drawings shall be submitted with the heritage permit application to show the finish surface treatments, fencing or plantings. Where such information is lacking the Municipality may attach conditions requiring such matters to be addressed and subject to consequent approval.
- d) Site plan approval under the *Planning Act* may also be required.



HAC2026-01 – Cultural Heritage Project Planning for 2026

Date: Wednesday, March 11, 2026

From Denise McCarl, Manager, Planning and Heritage

Recommendation

That the Heritage Advisory Committee receive report HAC2026-01 Cultural Heritage Project Planning for 2026 for information.

Executive Summary

This report provides an overview of some of the options for projects the Heritage Committee might be interested in completing in 2026. The aim of this report is to provide a discussion point for the members, with the goal of selecting some projects to work on during the 2026 calendar year.

The [Terms of Reference](#) for the Heritage Advisory Committee outlines the make up and function of the committee and the type of work the Committee may engage in. The type of work falls into both statutory and the non-statutory responsibilities required by the *Ontario Heritage Act*.

Previously there was no specific budget for the Heritage Advisory Committee, other than money set aside for biannual conference attendance for one member of the Committee. However, staff have added a small budget line in the 2026 Municipal Budget for consideration of Council.

If Council approves the new budget, this will help the Committee to complete non-statutory project work and will also ensure funds are available for training for the Committee on a more regular basis.

Examples of projects that the Committee could undertake during 2026 include: updating Heritage Designation By-laws which need improvement, create an interactive map of designated properties and properties of interest in the district, develop a heritage awards program, or undertake community engagement by attending an event (i.e. Canada Day).

Staff recommend the Committee review the options outlined in this report and consider them as part of the Committee's 2026 project planning, with further discussion to take place at the first meeting in 2026.

Background

November 20, 2025, the Committee received Heritage Training from Bert Duclos, of Bert Duclos Heritage Services. This training mentioned some of the key work of the Heritage Advisory Committee is:

- Designation of individual properties (under Part IV) and creation of heritage conservation districts (under Part V)
- Review of permits for Alterations to designated property
- Review of permits for Demolition/Removal and New Construction on designated property under Part IV and property in a heritage conservation district
- Review proposals to repeal a designation by-law
- Participate in maintenance of the Municipal Register of cultural heritage properties
- Potential to recommend or review Heritage easements or covenants
- Other heritage matters

These types of work fall into either statutory or non-statutory matters. The Terms of Reference for Meaford's Heritage Advisory Committee provides the framework for the Committee to participate in both types of work.

Statutory work means work undertaken as required through the Ontario Heritage Act.

The Ontario Heritage Act (s. 28) defines a Municipal Heritage Committee's statutory role, and a summary of the legislation is attached in Appendix 1.

Examples of statutory work includes:

- Advising Council on new heritage designations of individual properties under Part IV
- Make recommendations to Council on Permit requests to demolish a designated building.
- Advise Council on whether to enter into heritage conservation easement agreements or covenants

The above is not an exhaustive list, but the full list is found in Appendix 1.

In addition, items prescribed in a Heritage By-law passed by Council would be considered statutory work.

Non-Statutory work means work which is not outlined under the Ontario Heritage Act, but furthers Heritage conservation, protection, education or other goals of the Community.

Examples of non-statutory work includes:

Heritage Inventories, research, mapping projects, newsletters, tourism initiatives or walking tours, awards programs, historical plaques, and community education.

The training further emphasized that the core value of a Municipal Heritage Committee is to:

- Identify and protect properties of cultural heritage value
- Celebrate stories, places and events of the people that have shaped our communities
- Harness local talent and expertise
- Build relationships with, and recognize the efforts of heritage property owners
- Enable municipalities to take advantage of the powers afforded to them by the Ontario Heritage Act

Over the past few years, the main focus of Meaford's Heritage Advisory Committee has been on the non-statutory role of reviewing Heritage Permits for Alteration of Property in the Heritage District. Other non-statutory work included:

- Working on the update to the Heritage Advisory Committee Terms of Reference
- Conducting Research and Drafting a proposed Designation By-law

The statutory work of the Committee included reviewing permits in the Heritage District for new construction or demolition.

Analysis

Staff received feedback from several members that there is interest in developing some projects to further the goals of preserving and promoting cultural heritage. These projects would be non-statutory.

To aid in discussion, staff prepared a list of potential projects.

1. Create New Online Tools or Maps

Staff review several excellent examples of interactive Maps, including some which were the Municipal Heritage Registry. The [County of Grey Public GIS Maps](#) already hosts several excellent tools which Meaford could highlight or use as a resource.

Other examples:

- [Kingston Heritage Register Map](#) is also a Municipal Heritage Register. The map includes properties designated individually, within a heritage district or are of provincial or national interest.
- [Town of Orangeville Heritage Register Map](#) is also the Municipal Heritage Register. The map includes all properties designated in the register, those designated, listed and of interest but not on the register.
- [Hanover Heritage Storymap](#) is not set up as a Municipal Heritage Register, but instead provides the historical stories, photos and current uses of many properties with historical value in the community.

Appendix 2 includes screenshots of two examples for discussion purposes.

2. Create a Heritage Plaque Program

Many municipalities have heritage or historical plaque programs. These programs can contribute to community pride by highlighting individual properties or attributes with a commemorative plaque. Some programs are funded by individual property owners – they apply, pay for and order their own plaque. Other programs are funded by a municipal budget.

Plaque program examples:

- [Township of Guelph Eramosa Heritage Plaque Program](#) is based on age or a property and generally must be 1910 and older

- [City of Brampton Heritage Plaque Program](#) is available to a property designated under Part IV or Part V of the Heritage Act.
- [Town of South Bruce Peninsula Heritage Plaque Program By-law](#) is an owner-initiated program where an owner applies for a plaque. The owner would include heritage information about the property and provide a photo for their application.

3. Create a Heritage Awards Program

Staff found several examples of Heritage Awards among municipalities seeking to promote heritage. Heritage Awards recognize significant protection, promotion or preservation of Cultural Heritage resources in a community. This could include adaptive reuse of a building which maintains the heritage character and attributes or preserves a Heritage Building. It could also include projects which contribute to promotion or education.

Heritage Awards Program examples:

- [City of Stratford James Anderson Award](#) recognizes Individuals or Groups who made a significant contribution to the community of Stratford in the area of built, cultural or natural heritage preservation, heritage garden conservation, local history publication
- [City of Barrie Heritage Awards](#) recognizes property owners, individuals and groups who have made strides in fostering local identity through heritage preservation and awareness in Barrie.
- [Town of South Bruce Peninsula Heritage Award](#) recognises individuals or groups who have contributed to heritage in South Bruce Peninsula.

Other projects could include improving Meaford's webpage for cultural heritage to better promote Meaford's cultural heritage resources, creating brochures or guides to advance public education and promotion, and conducting research on properties of interest. Properties of interest could be ones to recommend to Council for designation or to be listed on the Heritage Registry.

The committee members could break into smaller working groups of 2-3 to work on projects. Staff would continue to be a resource to the committee on these projects and lend particular expertise as necessary.

Next Steps

Staff have reviewed the three projects detailed above – Online mapping tools, plaque programs and heritage awards – and have determined these could be completed within 2026 depending on the detail desired by the Committee and with a limited budget. Following this report and discussion, staff recommend the Committee revisit this matter at the next meeting and decide on the priority projects to execute in 2026.

Supporting Documentation

Appendix 1 – Examples of Interactive Maps

Appendix 2 – Statutory Role of the Heritage Committee

Respectfully Submitted:

Denise McCarl, Manager, Planning Services

Statutory Role of a Municipal Heritage Committee
under the Ontario Heritage Act, R.S.O. 1990, c. O.18

Sections of the Heritage Act provided for reference


Part IV – Individual Properties

1. Advise Council on properties recommended to be listed or delisted on a Heritage Register
Section 28 (4)
2. Advise Council on potential designations of individual property
Section 29(2)
3. Advise Council on potential amendments to Heritage designation by-laws
Section 29(5)
4. Advise Council on potential repeals of Heritage Designation By-laws
Section 31(2)
5. Advise Council on applications requesting a permit to Alter a designated property
Section 33(6)
6. Advise Council on a by-law delegating authority to a staff person or officer to approve a Heritage Permit to Alter property under Part IV
Section 33(15)
7. Advise Council on permits for Demolition of a Heritage Property
Section 34 (4.2)
8. Advise Council on easements or covenants for the conservation of property of cultural heritage value or interest
Section 37 (1)

Part V – Heritage Conservation Districts

1. Advise Council on any study regarding designating a Heritage District
Section 40(3)
2. Advise Council on consideration for adopting a new Heritage District
Section 40(6)
3. Advise Council on erection or demolition of buildings or structures in the Heritage District. This includes demolition or removal of any Heritage attribute described in Heritage Conservation District Plan.
Section 42 (4.1)
4. Advise Council on any proposed by-law delegating authority to a staff person or officer to approve a Heritage Permit to Alter property within a Heritage District.
Section 42(16)

City of Kingston Interactive Heritage Register Map

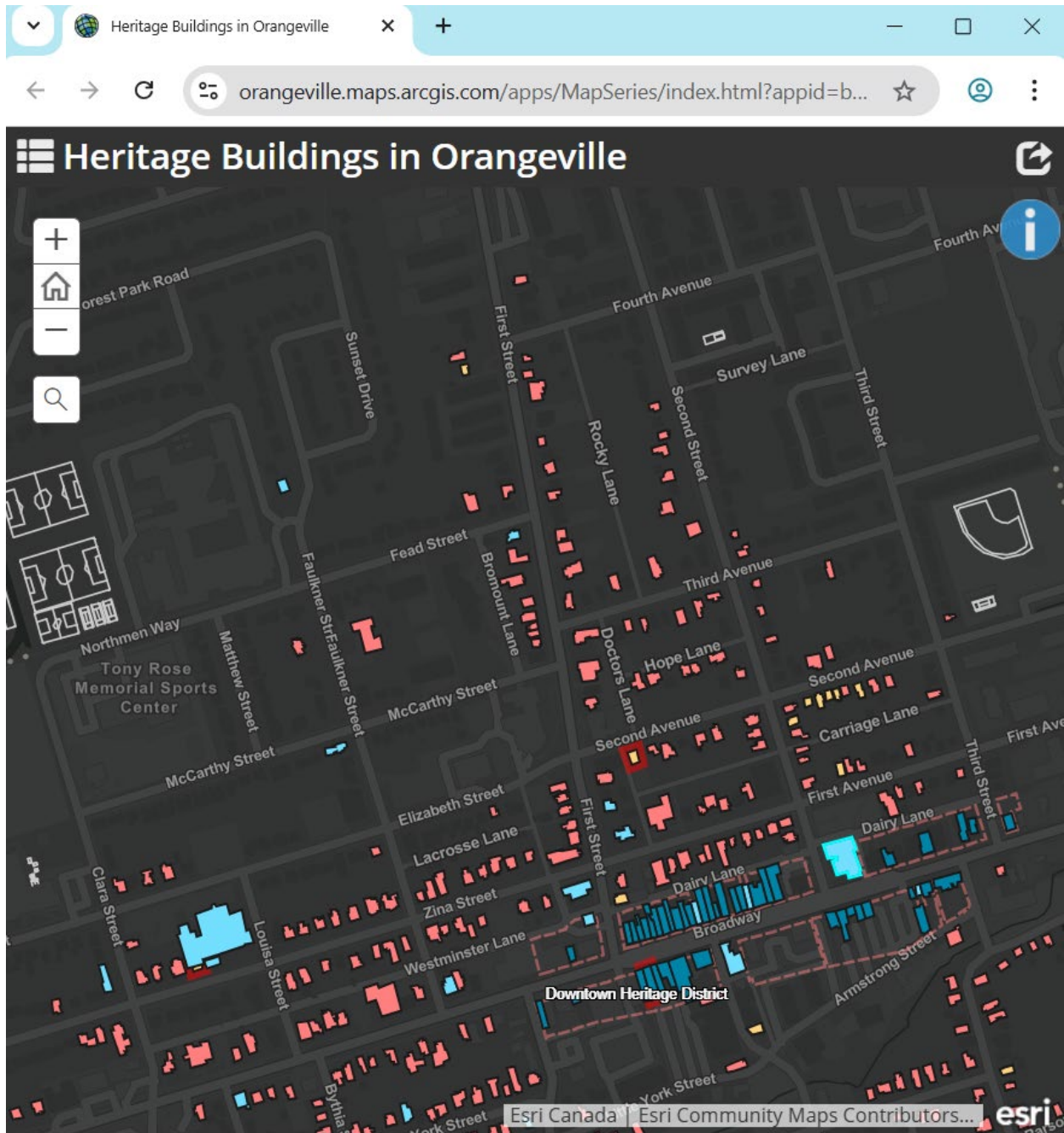


The City of Kingston acknowledges that we are on the traditional homeland of the Anishinabek, Haudenosaunee, and the Huron-Wendat, and thanks these nations for their care and stewardship over this shared land.

Today, the City is committed to working with Indigenous peoples and all residents to pursue a united path of reconciliation.

[Learn more about the City's reconciliation initiatives.](#)

Town of Orangeville Interactive Heritage Register Map





Over 21,000 properties to be removed from Registers

By Regan Hutcheson, CHO director and chair, Policy and Liaison Committee

Community Heritage Ontario (CHO) and the Architectural Conservancy of Ontario recently sponsored a survey of Ontario municipalities to discover the status of listed properties, Part IV designations, creation of heritage conservation districts and what strategies or plans may be under consideration for de-listed properties as of January 1, 2027. Forty-three municipalities responded, representing over 9.5

million residents, with a good cross-section of both larger and smaller communities.

What we found based on the responses between January 2023 and March 2026:

- Listed properties declined by **3,571** (26,502 to 22,931)
- Part IV (individual) designations increased by **1,025** (5,429 to 6,454)
- Properties in heritage conservation districts increased by **2,890** (19,480 to 22,370)

(continued on page 2)



This property will be removed from the Register on January 1, 2027, when time runs out for many municipalities. (Photo credit: Nancy Matthews)

Would your municipality want an extended deadline?

By Nancy Matthews, CHO vice chair, and chair, Communications

The Community Heritage Ontario (CHO) Board of Directors has voted to support all municipal requests that the province further extend the January 2027 deadline for issuing *Notices of Intention to Designate* to January 1, 2030, or another reasonable timeframe that would provide municipalities with adequate time to complete heritage evaluations and make informed designation decisions.

The many concerns raised by municipalities and heritage stakeholders that convinced the province to extend the original 2025 deadline to 2027 have not yet been resolved:

Municipalities require sufficient time and resources to undertake research, documentation, consultation, and evaluation to determine whether listed properties warrant designation under the Ontario Heritage Act.

(continued on page 3)

Rub elbows with the professionals June 18-20 in Hamilton



The 2026 Ontario Heritage Conference is the must-attend event that offers educational, inspirational, and networking opportunities to everyone involved in heritage conservation as professionals or as volunteers. Programming generally showcases broad spectrum issues within the

context and realities of the local host municipality, the City of Hamilton.

The conference is presented under the auspices of Community Heritage Ontario (CHO), Architectural Conservancy of Ontario (ACO) and the Ontario Association of Heritage Professionals (OAHP). Go to pg 5.

Over 21,000 properties to be removed from Registers

(continued from page 1)

Designation programs

Some municipalities undertook extensive designation programs over the three-year period (i.e. Kingston, Oakville and Markham) while others did very little to address their current register for a variety of reasons including a lack of staff to undertake research, the absence of financial resources or having a council which would not designate without the owner's consent. Also of interest is that several municipalities put their effort into creating new heritage conservation districts which could address many listed properties within one project.

Prioritized listed properties

Most municipalities undertook some form of review and prioritization of listed properties based on those perceived to be most significant, the threat of redevelopment or considered to be at-risk.

When asked how many properties were expected to be removed from their local heritage register as of January 1, 2027, the total number was 21,434.

Not surprisingly, the highest expected losses of cultural heritage resources will be from some of the province's largest centres: Toronto (3,225), Ottawa (3,000), Hamilton (2,257), London (2,170) and Mississauga (1,658).

Regarding potential strategies or plans to address listed properties that will be removed from their heritage register, several municipalities plan to retain these properties in some format. **Some propose the creation of a separate inventory document** while others are exploring retaining them as "properties of heritage interest" or "formerly listed properties" on their application review/permitting systems or on their existing register acknowledging they will have no protection under the OHA. **It was noted that this new classification of these formerly listed properties would allow for monitoring of any proposed impacts** to these resources (alterations, demolition) and potential negotiation with the applicant, consideration for future targeted designations, education and recognition purposes and for possible re-listing after five years. Notwithstanding the change in status under the OHA, many municipalities indicated they will continue to advance their research and designation programs after January 1, 2027.

Some municipalities have introduced or are considering changes to Official Plan policies to capture formerly listed properties as a component of development application submission requirements. Only one of the responding municipalities indicated that they were requesting an extension to the legislative deadline.

CHOnews

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www.communityheritageontario.ca

Share your story with readers!

Subscribers and Municipal heritage Committees are encouraged to submit articles (Microsoft Word) and images (JPG) with high quality resolution (300 dpi). Articles are published in the language received.

You may submit stories to Nancy Matthews:

newsletter@communityheritageontario.ca

Articles must be received before these dates: January 10, March 30, June 30, and September 30. Late submissions will be saved for the next issue. Editor: Nellie Evans

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A thank you to our supporter

The financial support of the Ontario Ministry of Citizenship and Multiculturalism is gratefully acknowledged.

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 [Twitter.com/CHOntario](https://twitter.com/CHOntario)

Would your municipality want an extended deadline?

(continued from page 1)


The removal of listed properties from municipal heritage registers if the prescribed timelines are not met may place cultural heritage resources at increased risk of demolition or irreversible alteration before municipalities can properly evaluate their cultural heritage value or interest.

Many municipalities, particularly those in rural areas with lower populations, do not have dedicated heritage planning staff and must rely on volunteer Heritage Advisory Committee members or external heritage consultants to undertake property evaluations, which can result in additional financial and administrative pressures. Municipalities across Ontario are facing significant workloads and financial burdens associated with evaluating listed properties.

The municipal election on October 26, 2026, will limit council's ability to be active in making decisions or passing bylaws. In many municipalities, council will not even meet after September 1st - effectively moving the present deadline backwards.

Based on the above reasons, the Council of the Town of Lincoln recently endorsed the recommendation of its Heritage Advisory Committee and on March 25th circulated their formal resolution to the Minister of Citizenship and Multiculturalism, the Minister of Municipal Affairs and Housing, the local Member of Provincial Parliament, the Association of Municipalities of Ontario, Community Heritage Ontario, and all Ontario municipalities for their information and consideration. Town of Lincoln has graciously agreed that all municipalities are welcome to use their document as a template (shown at right); or send your own letter to the ministry with reasons relevant to your municipality. (All clerks will have received a copy of the resolution.)

Author Nancy Matthews is chair of Heritage Grey Highlands, a small rural municipality that requires owner permission, has no dedicated heritage staff and no budget for consultants. Of 22 listed properties, four have been designated. Seeking a deadline extension is the 1st item on our upcoming meeting agenda.



4800 SOUTH SERVICE RD.,
BEAMSVILLE, ON L3J 1L3
905-563-2799

March 25, 2026

SENT VIA EMAIL: graham.mcgregor@pc.ola.org

Hon. Graham McGregor
Minister of Citizenship and Multiculturalism
10215 Kennedy Rd. N
Brampton, ON L6Z 0C5

RE: Town of Lincoln Resolution – Request to the Province of Ontario to Extend the Deadline for Notices of Intention to Designate Listed Heritage Properties

Please be advised that Council of the Corporation of the Town of Lincoln at its Committee of the Whole Meeting held on March 23, 2026, passed the following resolution:

Resolution Number: PED-2026-22
Moved by: Councillor Lynn Timmers

WHEREAS amendments to the Ontario Heritage Act under the More Homes Built Faster Act, 2022 introduced timelines requiring municipalities to issue Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022, originally requiring action by January 1, 2025; and

WHEREAS the Province subsequently amended the legislation through the Homeowner Protection Act, 2024 to extend the deadline to January 1, 2027 in response to concerns raised by municipalities and heritage stakeholders; and

WHEREAS municipalities require sufficient time and resources to undertake research, documentation, consultation, and evaluation to determine whether listed properties warrant designation under the Ontario Heritage Act; and

WHEREAS the removal of listed properties from municipal heritage registers if the prescribed timelines are not met may place cultural heritage resources at increased risk of demolition or irreversible alteration before municipalities have the opportunity to properly evaluate their cultural heritage value or interest; and

WHEREAS many municipalities, including the Town of Lincoln, do not have dedicated heritage planning staff and must rely on volunteer Heritage Advisory Committee members or external heritage consultants to undertake property evaluations, which can result in additional financial and administrative pressures; and

WHEREAS municipalities across Ontario are facing significant workloads associated with evaluating listed properties; and


WHEREAS the Town of Lincoln Heritage Advisory Committee, at its meeting of March 12, 2026, recommended that Council advocate to the Province of Ontario for a further extension to the current deadline;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Council of the Town of Lincoln endorse the recommendation of its Heritage Advisory Committee and respectfully request that the Province of Ontario further amend the Ontario Heritage Act to extend the January 1, 2027 deadline for issuing Notices of Intention to Designate for properties listed on municipal heritage registers as of December 31, 2022; and
2. The Province consider extending the deadline to January 1, 2030, or another reasonable timeframe that would provide municipalities with adequate time to complete heritage evaluations and make informed designation decisions; and
3. This resolution be circulated to the Minister of Citizenship and Multiculturalism, the Minister of Municipal Affairs and Housing, the local Member of Provincial Parliament, the Association of Municipalities of Ontario, the Ontario Municipal Heritage Committee Association, and all Ontario municipalities for their information and consideration.

CARRIED

If you require any additional information, please do not hesitate to contact the undersigned.

Regards,

Julie Kirkelos
Town Clerk

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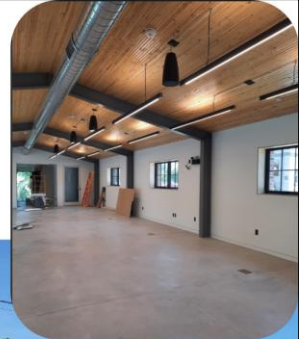
Ontario Heritage Conference

Share repurposed industrial building before/after photos

We are creating a cross-province slide show for the upcoming conference. Please send YOUR pictures (before & after?) and maybe a brief description (or just send a powerpoint slide) to

Nancymatthews@communityheritageontario.ca

*BAILEY BROOM FACTORY
1909-1930s KINGSTON
typical of small industrial enterprises
late 1800s – early 1900's.
Now a café & local event venue called
The Broom Factory*



The former Bailey Broom Factory in Kingston (right) is now a café and event venue.

what to do with the YMCA ?



Peterborough

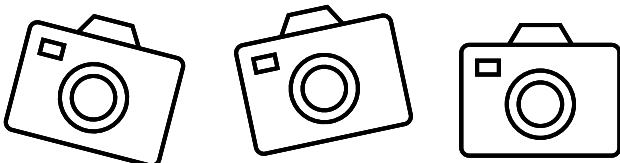
Historical Society George A. Cox Award 2022:
Atria Development Corporation for the sympathetic redesign and expansion of the former YMCA building for residential apartments in downtown Peterborough.

A former YMCA in Peterborough was repurposed and expanded into apartments.

Be a conference reporter!

Camera's up! Share your aha moments from the 2026 conference with your peers in the CHO newsletter. Details and deadlines inside.

We are better together!



Notice of Annual General Meeting Community Heritage Ontario



June 19, 2026

Liuna Station,
360 James St N,
Hamilton

Begins at 5:00 pm
Ends at 6:00 pm

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Ontario Heritage Conference

Hamilton's theme is Forged in Steel, Steeped in History

The 2026 Ontario Heritage Conference in Hamilton embraces the theme "Forged in Steel, Steeped in History," highlighting the city's industrial legacy and its evolving identity. The theme explores the adaptive reuse of industrial buildings and landscapes. It showcases how former factories, mills, and infrastructure can be transformed into vibrant, functional spaces while preserving their historical character. It also emphasizes sustainability, cultural continuity, and innovative design, and demonstrates how communities can honor their industrial past while shaping a resilient and meaningful future. Vendor Marketplace at Liuna Station opens at 8:00 am and closes at 6:00 pm.

The Local Organizing Committee invites you to join us in Hamilton!

This is an annual conference involving education and networking for the heritage community: municipal committee volunteers, architects, planners, council and staff liaisons.

Registration is open. Full conference early bird rate ends on April 30.

Full conference \$290 (early bird rate); \$390 (after early bird)
Student rate \$200 (full conference only) **Friday only \$220 Saturday only \$180**
Add HST + 3.5 percent processing fee to the rates above.

View and choose sessions at <https://www.hbsarchitects.ca/event-details-registration/ontario-heritage-conference-hamilton-2026>

Get your tickets at <https://cvent.me/Nyg8XR?RefId=OHC+2026>

Final registration deadline is June 1.

Let's share our stories

CHOnews readers across the province would love to know how your project is going.

Do you have any insights to share? Are you dealing with a threat to heritage property?

Interested in sharing insights from the Ontario Heritage Conference?

Our summer issue deadline is June 30.

Do you have any new initiatives planned this fall?

Share your stories and photographs by Sept 30.

Submit stories (Word) and photographs (JPG)

with credits to Nancy Matthews at

newsletter@communityheritageontario.ca



STUDENT SUBSIDY PROGRAM

To encourage an interest in heritage, CHO/PCO is willing to subsidize students who wish to attend the annual Ontario Heritage Conference



www.communityheritageontario.ca/conference/
nancymatthews@communityheritageontario.ca

CHO AGM is June 19 @ 5 pm

Ontario Heritage Conference

THURSDAY JUNE 18, 2026

- 2:00 pm – 8:00 pm - Early Registration – location(s) to be announced
- 6:30 pm – 8:30 pm - Public Event (Magnolia Hall)
- 8:30 pm – 11:30 pm - Conference Meet & Greet (WSP)

FRIDAY JUNE 19, 2026 (Liuna Station)

- 8:00 am - 9:00 am - Registration, Networking, Breakfast
 - 9:00 am - 10:30 am - Conference Opening
Welcome from Conference Host Committee, greetings, plus
Land Acknowledgement, keynote speakers' panel
 - 10:30 am - 11:00 am - Break
 - 11:00 am - 12:30 pm - Sessions or Tours #1
 - 12:30 pm - 1:30 pm - Lunch
 - 1:30 pm - 3:00 pm - Sessions or Tours #2
 - 3:00 pm - 3:30 pm - Break
 - 3:30 pm – 5:00 pm - Sessions or Tours #3
 - 5:00 pm - 5:30 pm - Break
 - 5:00 pm – 6:00 pm - AGM (for CHO members)
 - 6:30 pm - 9:30 pm - Gala Dinner (with presentations)
- The marketplace will be open from 8:00 am - 6:00 pm.

SATURDAY JUNE 20, 2026 (Sherman Avenue North)

- 9:00 am – 10:30 am - Insurance Panel (sponsored by CHO)
- 10:30 am – 11:00 am - Break
- 11:00 am – 2:00 pm - Studio Tours, Workshops, plus
Demonstrations, Tours at Cotton Factory
- 12:00pm – 1:30pm - Lunch provided at Cotton Factory
- 2:00 pm – 5:00 pm - Walking Tours, Bus Tours, Museums

Ontario Heritage Conference



Hamilton's picturesque Bayfront Pier. (Photo credit: Tourism Hamilton)

Thursday's public event:

Imagine future of abandoned industrial Stelco lands

Magnolia Hall, 6:30 to 8:30 pm – (Panel) Reimagining Hamilton's Waterfront: Adaptive Reuse, Remediation and Commemoration of our Industrial Heritage

Presented by the Hamilton Burlington Society of Architects, a moderated speakers panel will explore the topic: "Reimagining Hamilton's Waterfront: Adaptive Reuse, Remediation and Commemoration of our Industrial Heritage". This will include a look at Hamilton's abandoned Stelco lands and the future potential to re-activate and re-purpose these industrial spaces.

Following this presentation, there will be opportunities for tours and a private meet & greet for conference attendees, hosted by WSP at their restored office space in the Empire Times Building.

Friday's keynote topic:

Importance, potential & challenge of reusing spaces

Liuna Station 9:00 to 10:30 am – Welcome Keynote: Adaptive Reuse

A panel will discuss the importance of historic industrial spaces, their potential for adaptive reuse and the design challenges faced along the way. Speakers will explore the Niagara Parks Power Station conversion to a hands-on museum and the adaptation of Hamilton's Cotton Factory into workshops, galleries, office space for creative professionals and studios for artists. Panelists will be Paul Sapounzi, Parter-In-Charge, +VG Architects-The Ventin Group Ltd. and Rob Zeidler, Owner, The Cotton Factory. Moderator is Michael McClelland, winner of the [2025 Special Achievement Award](#) by Heritage Toronto.



Paul Sapounzi



Rob Zeidler



Michael McClelland

Walking tour times on Friday are: 11:00 am-12:30 pm / 1:30-3:00 pm / 3:30-5:00 pm

- Historic James Street North and the Copley Project
- Central Neighbourhood: Adaptive Reuse of Industrial Properties
- Industrial North-End Waterfront Trail and Workers Arts & Heritage Centre (WAHC)

Ontario Heritage Conference

Liuna Station Banquet & Conference Centre

(below) at 360 James St. N. was built between 1929 and 1931 by the Canadian National Railway.

Designated as a National Historic Site under Heritage Railway Stations Protection Act and Part IV of the Ontario Heritage Act. (Photo credit Tourism Hamilton)



The Copley Project (above) - Tour this prime example of adaptive reuse as it progresses at 56 York Boulevard. This landmark Renaissance Revival building will soon reopen featuring residential units, mixed use spaces and boutique hotel. (Photo credit Lintack Architects Ltd.) **Mobility limited! No elevator.**

SESSIONS & TOURS - FRIDAY JUNE 19

Liuna Station - 11:00 am - 12:30 pm

❑ Preventing Demolition by Neglect

Demolition by neglect can be expected to increase as building owners continue to struggle with a failing real estate market. To prevent neglect, municipalities must navigate the complex relationship between the Municipal Act, the Heritage Act and the Building Code. This session will explore some of the tools and tactics in the context of the City of Hamilton and Town of Oakville, and their effectiveness.

❑ Conservation of Heritage Resources through Circularity: Strategies for Rehabilitation and Salvage

"The greenest building is...one that is already built," a phrase coined by architect Carl Elephante captures the spirit of this session. Architects, buildings scientists, deconstruction experts and heritage masonry specialists discuss how participating in the circular economy through the conservation of existing buildings and the reuse of historic building materials can reduce our carbon footprint. The construction and demolition industries are linear economies, using resources to make products that ultimately end up in

the landfill, whereas the circular economy aims to eliminate waste, circulate salvaged products and materials and regenerate nature.

❑ From Union to Hamilton, case studies of industrial heritage projects in the GTHA

Industrial heritage sites across Ontario present complex challenges where aging historic structures and landscapes must adapt to contemporary infrastructure and development demands. These sites include a wide spectrum of cultural heritage resources including built heritage properties, cultural heritage landscapes, and archaeological sites, each carrying distinct historical, architectural, and community values. WSP demonstrates how heritage conservation and infrastructure development can not only coexist, but how appropriate heritage conservation can add value to infrastructure development.

1:30 pm - 3:00 pm

❑ Designating Industrial Buildings

Designating an industrial building can be a very different sort of proposition than designating a house, school or church. Join our presenters as they explore challenges, successes and insights.

(continued on page 9)

Ontario Heritage Conference

SESSIONS & TOURS - FRIDAY JUNE 19

(continued from page 8)

Liuna Station - 1:30 pm - 3:00 pm

☐ Success Stories in Industrial Adaptive Reuse

Discover how visionary projects are transforming old industrial spaces into vibrant hubs of innovation, culture, and sustainability. This panel brings together experts to share inspiring success stories of adaptive reuse in industrial settings. Explore how these projects preserve heritage, reduce environmental impact, and revitalize communities with creative repurposing.

☐ Preserving Our Cultural Heritage Landscapes

Hamilton's Monument Trees offer an entry point into understanding the city's natural heritage and broader issues of climate change, revealing how each significant tree acts as a sign or marker of layered ecological, cultural, and urban design history. Drawing on our studio's ongoing research, this work shows how field documentation, ecological study, and community engagement shape our approach.

3:30 pm – 5:00 pm

☐ Conservation of Heritage Resources through Circularity: Policy and Process

This session focuses on how existing heritage policies and municipal processes can be leveraged to advance circularity in practice. Examine how documentation, conservation, and demolition review frameworks already provide a foundation for circular approaches — and how they can be strengthened to support full building reuse, adaptive retention, and structured material recovery. It's a practical progression by:

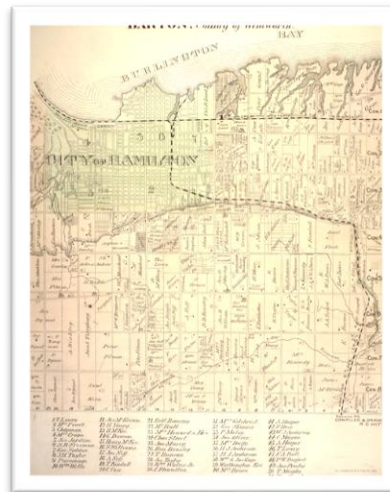
1. Aligning circularity with existing heritage policy tools,
2. Prioritizing full building reuse and retention strategies,
3. Introducing Salvage Feasibility Assessments to inform demolition and capital planning decisions,
4. Moving from building-level conservation to material-level reuse through clearer reporting and process integration.

A moderated panel with representatives from the cities

of Brampton and Hamilton will share how documentation requirements, salvage reporting, and circular economy objectives are being integrated into municipal policy and approvals workflows. The panel will explore how heritage professionals can move from policy alignment to practical implementation, and how structured reuse processes can support goals.

☐ From Traditional Knowledge to Contemporary Craft

To illustrate examples of how learning traditional knowledge informs the practice of craft skills based on a respect and understanding of traditional materials, methods and applications for conservation initiatives.



This map of Hamilton is from the 1881 Atlas of Wentworth County (Photo by Nancy Matthews)

☐ Finding Historical Facts with Digital Research

How to access digital versions of important heritage resources including the 1880 County Atlas series, Ontario Fire Insurance Maps and Historical Census data. "Hands on" demonstrations of how to access basic information available on each site, then how to use what you have learned along with what you already know to uncover further historic details – not unlike solving a mystery.

5:00 pm – 6:00 pm

☐ Community Heritage Ontario – AGM

Members of the CHO are invited to attend the Annual General Meeting to approve financial reports and elect directors to the CHO board.

6:00pm – 9:30 pm - Gala Event & Dinner at Liuna Station – Grand Ballroom

Ontario Heritage Conference

Playhouse Cinema (below) 177 Sherman Ave North was constructed in 1914. It was once Hamilton's premier Italian Cinema and was home to Theatre and to a local youth program until it was restored by the Tutt Family. This property is once again an independently owned and operated, single screen cinema with beautiful Art Deco details. Listed on the City's Inventory. (Photo credit: A. Robinson)



Cotton Factory (above) 270 Sherman Ave North is an historic 1900 industrial complex: a repurposed textile mill that is Hamilton's largest creative hub. Explore the building. Access the second and third floors by stairs and freight elevator. This site may not be fully accessible should the elevator have unforeseen mechanical issues. (Credit Alissa Robinson)

SESSIONS & TOURS - SATURDAY JUNE 20

Playhouse Cinema - 9:00 am – 10:30 am

Plenary Session: Heritage Insurance – Myths vs. Realities

The availability & affordability of insurance for designated heritage property has become so problematic that owners are requesting removal of designations. A panel will highlight positive actions by owners and municipal heritage planners that could help with understanding and a more positive attitude.

Cotton Factory - 11:00 am – 2:00 pm

Open Studio Tours & Traditional Trades Fair

Students from the Willowbank heritage conservation Diploma program and specialized tradespeople will be doing demonstrations and opening their studios.

11:00 am - Workshop: Monument Trees

This workshop will engage participants in hands-on identification of native tree species using leaves and seeds, building practical ecological literacy.

12:00 pm – 1:30 pm - Lunch provided

11:15 am / 12:15 pm / 1:15 pm Guided Tours

Self-Guided Tours & Experiences - 2:00 pm – 5:00 pm - More information to be provided.

BUS TOUR (3 hours) Cost \$40 per person
2:00 pm - 5:00 pm– Industrial Heritage: Tour of Hamilton's Waterfront, the 1859 Hamilton Waterworks Departing from the Cotton Factory

This bus tour will explore the importance of industry around Hamilton Harbour. The tour will include a guided driving tour of Port Authority lands with stops at both the 1859 Hamilton Waterworks (Museum of Steam & Technology National Historic Site) as well as the designated Beach Canal Lighthouse and Lighthouse Keeper's Cottage (under active restoration).

The 1859 Hamilton Waterworks National Historic Site stands as a locally designed and built landmark, incorporating cutting-edge mid-century engineering. The Light Station bridges the harbour's diverse commercial, industrial, residential, and recreational functions, though it currently only reflects the complex challenges of lighthouse preservation and creating new public access heritage sites. The Cottage reflects public works construction and a working-class residence.

Call for interest in hosting a future heritage conference

Community Heritage Ontario (CHO) is accepting bids for future Ontario Heritage Conferences. Municipalities find that hosting is beneficial to local tourism and increases visibility. If your municipality would like an opportunity to host, contact CHO. Check out the RFP info sheet which can be found at www.communityheritageontario.ca/conference/

Your interest in joining board due by May 15th

Community Heritage Ontario (CHO) is looking for municipal heritage committee (MHC) members and other individuals who would like to provide their knowledge and experience by serving on our Board of Directors. We need to have representation from all parts of the province by those who have served on MHC, past or present, and a willingness to offer their assistance to the Board. CHO encourages members who have other skills such as financial, administration, networking, IT, that would assist the board with tasks. Knowledge of the *Ontario Heritage Act* (OHA) is not necessarily required. There is a small budget for approved expenses. The Board holds meetings on Zoom on a Sunday, starting around noon. Meetings are held four times in the year – March, June, September and November. Decisions about directors

are made at the Annual General Meeting on June 19 at 5 pm at the Ontario Heritage Conference.

Send a brief letter of interest to:

Nominating Committee, Community Heritage Ontario,
6282 Kingston Road, Scarborough ON M1C 1K9
info@communityheritageontario.ca

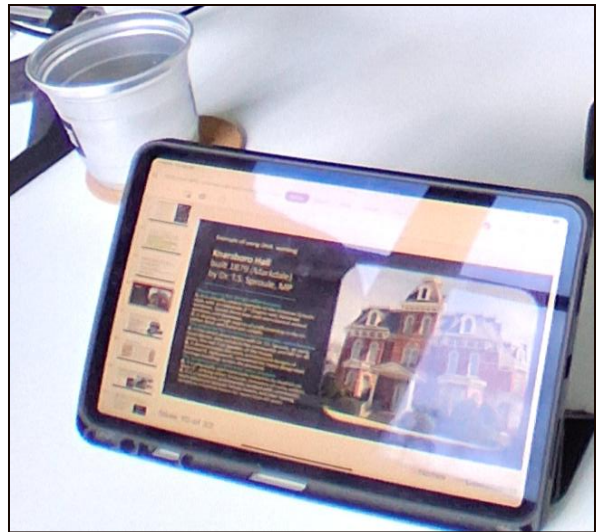


Image of a tablet. (Photo credit: Nellie Evans)

Job Opening - Become CHO's treasurer - CHO is looking for someone with accounting background to become our treasurer. Commitment: part-time to pay invoices, write financial reports, grant applications, and attend four meetings a year. Most meetings are held electronically. Submit resume to: info@communityheritageontario.ca

Renew your Community Heritage Ontario membership

1. Check your membership status

Has your municipal treasurer submitted your membership dues for 2026?

Municipal and individual members enjoy access to advice from experts and volunteers who contribute to this newsletter and to our premiere event – the Ontario Heritage Conference.

2. Send your committee contact information and dues

Have you updated your list to ensure every committee member receives an electronic copy of CHOnews?

Municipal memberships are \$75. Individual memberships are \$35.

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Identify your municipality / yourself in the payment. Payment options are cheque or e-transfers, which are accepted by treasurer@communityheritageontario.ca

What does it take to host the provincial conference?

1. Send a proposal.

Read [CHO's RFP info](#). Propose theme, venues, timing. **Create a local organizing committee (LOC):** Partner with your MHC, CHO, ACO, OAHP. We're part of your network - we have lots of advice and experience to share with you.



2. Start planning.

Your conference can be fun and informative. It can have other events too. **Think outside the box!** Ask OAHP (Ontario Association of Heritage Professionals) about issues affecting the industry. Draft a budget. Sign an agreement (MOU) with the co-sponsors CHO, ACO and OAHP.

3. Market your area. Promote heritage!

Ontario Heritage Conference 2022
June 16-18
Brockville and the Surrounding Region
The Light at the end of the Tunnel

The Light at the End of the Tunnel - themes:
How Heritage Preservation needs to move forward post-pandemic
How the heritage narrative needs to re-address White Colonial History
Ways heritage could be more inclusive of Indigenous & BIPOC cultures
Conference follow-up to HGH, MHAC & MGH by Nancy Matthews

Past partnerships:

Single – Guelph (2007)

Joint – Stratford and St. Marys (2016)

Size does not matter. In 2019, Goderich and Bluewater, combined population about 16,000.

We will go just about anywhere.

We've gone north to the Soo, south to Windsor, east to Cornwall and west as far as Lake Huron.

Hamilton hosted the first OHC in 2004. Welcome back!



CHO/PCO MISSION STATEMENT

To encourage the development of municipally appointed heritage advisory committees; and, to further the identification, preservation, interpretation and wise use of community heritage locally, provincially and nationally. CHO/PCO board of directors' meetings are open to any municipal heritage committee member. Meetings will be held virtually until further notice. If you wish to attend, please send a request to info@communityheritageontario.ca

Community Heritage Ontario Board of Directors 2025/26

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Treasurer – position available

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