



**UNIONVILLE STIVER MILL PRESERVATION
ADVISORY COMMITTEE MINUTES
FEBRUARY 21, 2013
9:00 A.M. – 11:00 A.M.
Council Chamber**

Chairs:

Councillor Don Hamilton, Co-Chair
Councillor Carolina Moretti, Co-Chair

Members:

Councillor Logan Kanapathi
Ann Laxton – President of the Unionville Historical Society
Jeff Morris – President of the Unionville Ratepayers Association
Reid McAlpine – President of the Unionville Villagers Association
Rob Kadlovski – President of the Unionville Business Improvement Area
Jeanne Ker-Hornell – President of the Unionville Villagers Conservancy

Mandate:

The Council Committee mandate is to review and provide advice on the restoration, funding resources and the future use(s) of the Stiver Mill.

Attendance:

Members: Councillor Don Hamilton, Co-Chair, Councillor Carolina Moretti, Co-Chair, Jeff Morris, Ann Laxton, Peter Wales and Bob Stiver

Observers: David Johnston, Architect, Jeanne Ker-Hornell and Barry Laxton

Staff: Staff: Renee Chong, Project Engineer, Phoebe Fu, Senior Manager, Facility Assets, Regan Hutcheson, Manager of Heritage Planning, Brenda Librecz, Commissioner of Community & Fire Services, and Laura Gold, Council/Committee Coordinator

Regrets: Rob Kadlovski and Councillor Logan Kanapathi

Agenda Item	Discussion	Action Item
1. Opening Remarks	The Unionville Stiver Mill Preservation Advisory Committee convened at 9:36 a.m. with Councillor Carolina Moretti presiding as Chair.	
2. Approval of the December 12, 2012 Unionville Stiver Mill Preservation Advisory Committee Minutes	Moved by Bob Stiver Seconded by Anne Laxton That the January 17, 2013 Unionville Stiver Mill Preservation Advisory Committee Minutes be approved as presented. CARRIED	
3. Stiver Mill Restoration Update	a. Approval of Site Plan Phoebe Fu, Senior Manager, Facility Assets, provided a presentation on the proposed Stiver Mill Site Plan. It was noted that the parking spots will be turned to face the road to maintain the required 25 spots. Safety was being balanced with creating a pleasing public experience for patrons. There was a discussion on whether private business owners and guests of the Town home residents should be permitted to park at the Stiver Mill. It was noted that this is currently occurring, although not legally permitted. Staff advised that the parking spots will be reserved for patrons of the Stiver Mill. It was recommended that residents and businesses impacted by this perceived change to the parking arrangement should be provided with clear expectations of this change. Staff were asked to look at combining asphalt with interlock for the entrance area across the front of the Stiver Mill rather than using concrete to make a more prominent entrance. It was questioned if the white picket fence will be removed from the Stiver Mill property. Staff advised that the white picket fence will be removed to open up the space and that there will be an attractive fence on side of the property. Staff were requested to provide information on the size of the gathering area (the	Set clear expectations for residents currently parking in the Stiver Mill Parking lot regarding the parking arrangement – Councillor Don Hamilton and Phoebe Fu Look into combining asphalt with interlock for the entrance area of the Stiver Mill – Phoebe Fu

Agenda Item	Discussion	Action Item
	area closest to Main Street Unionville) at the next meeting. The Committee wanted to ensure there will be lots of greenery surrounding the Stiver Mill, as this is one of the features that currently attracts residents to the Stiver Mill Farmer's Market. Staff advised that the site plan includes lots of greenery. The Committee questioned the accessibility of the Site Plan. Staff advised that the Advisory Committee on Accessibility reviewed and approved the proposed Stiver Mill Site Plan. Moved by Ann Laxton Seconded by Councillor Don Hamilton That the Unionville Stiver Mill Preservation Advisory Committee approve the proposed Site Plan for the Stiver Mill. b. Timeframes Phoebe Fu reported the timelines for the restoration of the Stiver Mill. The timelines are currently as follows: • Tender Release – March 20, 2013 • Tender Close - April 15, 2013 • Tender Awarded - April 22, 2013 • Contractor Mobilization – end of April, 2013 • Construction Completion – February 2014	Provide information on the size of the Stiver Mill exterior gathering area at the next meeting – Phoebe Fu

Agenda Item	Discussion	Action Item
	• Substantial completion – February 15, 2014 • Contract completion – March 15, 204 There was a discussion on the interior finishes of the Stiver Mill. Staff advised that the current plan was to have basic finishes with possibly an exposed ceiling. Some members felt that the City should consider finer finishes than what is being proposed. Any further discussion on this matter was referred to the discussion on the uses of the facility, which will occur at a later meeting. C. Exterior Cladding The Committee discussed the January 29, 2013 Council decision regarding the metal exterior cladding to be used for the Stiver Mill restoration. Some Members felt it was not clear that the exterior cladding would be corrugated. Therefore, concern was expressed with the appearance of the corrugated metal exterior cladding selected for the Stiver Mill restoration. An example of a building in the Vancouver heritage district with red metal corrugated siding was displayed to the Committee along with other types of metal exterior cladding that could be considered. After some consideration the Committee decided not to challenge the Council decision at this time. It was requested that it be stated on record that the Unionville Historical Society is opposed to the exterior of the Stiver Mill being red in colour.	
4. New Business	There was no new business.	
5. Next Meeting Date	TBD	

Agenda Item	Discussion	Action Item
6. Adjournment	Moved by Councillor Don Hamilton Seconded by Jeff Morris That the Unionville Stiver Mill Preservation Advisory Committee adjourn at 11:24 a.m. CARRIED	