



Heritage Kitchener

Committee Minutes

November 4, 2025, 4:00 p.m.

Council Chambers

City of Kitchener

200 King Street W, Kitchener, ON N2G 4G7

Present:

J. Haalboom, Chair
Councillor D. Chapman, Member
P. Ciuciura, Member
L. Wilson, Member
G. Eveleigh, Member
M. Milosz, Member
A. Mahmoodi Sahba, Member

Staff:

G. Stevenson, Director, Development and Housing Approval
S. Bassanese, Manager, Site Plan
M. Drake, Senior Heritage Planner
D. Choudhry, Heritage Planner
V. Grohn, Heritage Planner
K. Leasa, Landscape Architect
A. Hoskey, Landscape Architect
C. Lozano, Associate Landscape Architect
M. Blake, Committee Coordinator
N. E Silva, Member
P. Ahrens, Member

1. Commencement

The Heritage Kitchener Committee held a meeting this date commencing at approximately 4:05 p.m.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

3. Discussion Items

3.1 Heritage Permit Application HPA-2025-V-020 - Victoria Park Picnic Shelter, DSD-2025-436

The Committee considered Heritage Permit Application, HPA-2025-V-020, for the property municipally addressed as 92 David Street/135 Water Street (35 Dill Street), for the Victoria Park Picnic Shelter, to permit the demolition of the picnic shelter, as outlined in Development Service Department report, DSD-2025-436.

V. Grohn, Heritage Planner, provided an overview of the report. S. Bassanese, Manager of Site Plan, and G. Stevenson, Director of Housing and Development Approvals, were also in attendance to respond to questions from the Committee.

Questions from the Committee were addressed by K. Leasa, Landscape Architect. K. Leasa noted that a structural and safety assessment conducted in August 2025 determined the shelter to be unsafe, particularly under winter snow loads. The structure was found to be beyond its usual repair cycle.

K. Leasa also noted in response to questions from the Committee that community engagement is being undertaken through the Victoria Park Master Plan update process. The design elements for the shelter's replacement are currently being developed as part of the Master Plan.

Further, V. Grohn, Heritage Planner noted demolition of the existing structure is anticipated to occur before the end of this year.

It was noted any recommendation arising from this matter would proceed to Council on November 10, 2025.

Moved by Councillor D. Chapman

it was resolved:

"That pursuant to Section 42 of the *Ontario Heritage Act*, Heritage Permit Application HPA-2025-V-020 to permit the demolition of the picnic shelter at the property municipally addressed as 92 David Street/135 Water Street South (35 Dill Street) be approved in accordance with the supplementary information submitted with this application and subject to the following conditions, as outlined in Development Services Department report, DSD-2025-436:

1. That final building permit drawings be reviewed and heritage clearance provided by Heritage Planning staff prior to the issuance of a demolition permit."

3.2 Victoria Park Master Plan Update, INS-2025-401

The Committee considered the Victoria Park Master Plan Update, as outlined in Infrastructure Services Department report, INS-2025-401.

K. Leasa, Landscape Architect, provided an overview of the ongoing work related to the Victoria Park Master Plan. C. Lozano, Associate Landscape Architect and A. Hoskey, Landscape Architect were also in attendance to respond to questions from the Committee. Discussion focused on connectivity, community growth, and the integration of natural systems within the park.

It was noted consultation with the Heritage Kitchener Committee is apart of the engagement phase for the Victoria Park Master Plan, intended to capture feedback and comments from Heritage Kitchener to proceed to the next phase of the project.

Committee members raised questions and comments regarding opportunities to improve parking, accessibility, and roadway connections throughout the park. The potential to repurpose underutilized amenities, such as the Country Kitchen building, was discussed, as well as options to enhance winter usability through the addition of shelters and seating areas. These improvements would aim to make the park more comfortable and accessible for visitors, particularly during inclement weather.

Further discussion addressed the enhancement of park amenities, including expanded gathering spaces overlooking the water and potential improvements to the children's play area. The Committee noted that the existing splash pad is nearing the end of its lifecycle, presenting an opportunity for redesign or reconfiguration of the surrounding space.

K. Leasa also spoke to naturalization and stormwater management initiatives intended to restore wildlife corridors and align future improvements with the original design intentions of the park. Committee members discussed the inclusion of spaces and programming for local Indigenous communities, emphasizing the importance of consultation and collaboration.

In closing, the Committee considered options for traffic calming and potential road closures to improve pedestrian connectivity through the park and enhance safety for both pedestrians and drivers.

3.3 Update to Delegated Authority By-law, DSD-2025-313

The Committee considered the proposed updates to the Delegated Approval Authority By-law, as outlined in Development Services Department report, DSD-2025-313.

Victoria Grohn provided an overview of report. S. Bassanese, Manager of Site Plan, and G. Stevenson, Director of Housing and Development Approvals, were also in attendance to respond to questions from the Committee.

The Committee discussed the proposed changes to the development review process. Members noted that the intent is to improve efficiency by allowing staff to process certain applications directly, thereby reducing workload and streamlining reviews. It was acknowledged that staff are subject matter experts, and enabling them to manage these matters could support more timely decision-making.

Concerns were raised regarding the potential reduction in public engagement and transparency resulting from removing some items from the public process. Committee members questioned the ongoing role of the Committee under the revised system.

The Committee emphasized the importance of receiving concise staff summaries of applications processed under delegated authority, including reasons for staff-level decisions and items not brought to the Committee.

Members requested that staff provide a summary report or spreadsheet outlining development applications reviewed under delegated authority in 2025, as well as copies of reports from 2019 and 2020 for reference.

Councillor D. Chapman brought forward a motion to refer the recommendation outlined in Development Services Department report to the December 2, 2025 Heritage Kitchener Committee meeting to allow staff the opportunity to further address the Committee's concerns, provide additional information related to properties reviewed under delegated approval authority in 2025, and circulate the previous reports related to updates to the delegated approval authority by-law for the Committee review.

On motion by Councillor D. Chapman, Member

it was resolved:

"That the following recommendation **be referred to the December 2, 2025, Heritage Kitchener Meeting** to allow staff the opportunity to address the Committee's concerns, provide information regarding properties reviewed under delegated approval authority in 2025, and to

circulate previous reports related to updates to the delegated approval authority by-law for the Committee's review:

That the draft by-law attached as Appendix 'A' to Development Service Department report, DSD-2025-313 be enacted to repeal and replace Chapter 642 of the City of Kitchener Municipal Code regarding delegation of the power to consent to alterations to property designated under Part IV and Part V of the Ontario Heritage Act."

Carried

4. Information Items

4.1 Heritage Permit Application Tracking Sheet

5. Adjournment

On motion, this meeting adjourned at approximately 6:13 p.m.

Mariah Blake
Committee Coordinator