

APPENDIX C

January 17, 2019 Neighborhood meeting notes

- Lisa welcomed everyone to the meeting
- Lisa introduced the following attendees
 - Janet Haslett-Theall, Town Councilor
 - Michael Barton, Planner
 - Will Maria, Traffic Engineer
 - David Nelson, consultant
 - Terry Martino, Architect
- MacLachlan College has been part of this community for 40 years and is celebrating their anniversary this year
- As part of the expansion project we bought 3 adjacent properties
- Part of the application is to build an 11,000 sq. ft. addition
- This addition will become an innovation center for a larger Science Lab, Music and Art Studios
- Michael went through details of the site plan which shows all properties
- The subject property refers to 337 and 339 Trafalgar
- The additional parcel refers to 349 Trafalgar, 331 Trafalgar and 272 MacDonald
- Pre-consultation meeting was done with the Town on Sept 12th
- At other neighbourhood meetings we heard concerns about traffic, impact on heritage buildings and the impact on adjacent properties of the neighbours
- 349 Trafalgar will be used for school offices and Upper School elective courses
- the carriage house will be preserved and moved to behind the existing house
- 331 Trafalgar will remain a private residence
- 272 MacDonald will be where the new driveway and parking will be located to relieve traffic on Trafalgar
- we are asking to amend the Bylaw to change the current use of these properties to community use
- it was asked how we will deal with the traffic and parking
- the current 2 driveways at 349 Trafalgar will be closed and we will be re-configuring the front of the school
- new exit onto to MacDonald will be created
- GHD Limited performed the traffic studies
- The results showed that Trafalgar Road will not be adversely affected by the expansion
- We have a functional service report from the municipality and there will be no issue
- We will be using the existing water, sewage, etc.
- An Environment Phase I and Phase II were completed and results indicated there are no concerns with soil or groundwater
- We will need the zoning designation changed for the 3 properties that were purchased
- Key items of our proposal are:
 - Have existed as a school for 40 years
 - the proposal will continue to be compatible with the growth plan
 - properties are protected under the designated heritage
 - more efficient use of property

- there will be no public investment for the expansion
- a heritage architect was part of the planning to ensure that we are maintaining the heritage status of the properties
- 349 and 331 Trafalgar will remain single detached to provide a buffer for the neighbourhood
- it was asked, "How do you explain that by adding 2 additional properties to the school on Trafalgar that this will maintain heritage culture?"
- we are seeking extensive use that is compatible with the neighbourhood
- by eliminating driveways this will allow for expanded sidewalks, etc.
- the house was built in 1893 and it has never been our intention to tear it down
- we are maintaining use of the property while still protecting the heritage designation
- our application has been deemed complete by the Town
- they will now review all the documents and prepare any recommendations
- it will then go to the planning committee and then in front of council
- Neighbours concern is that this is a stable residential neighbourhood already so why do we need this expansion
- The increase of the expansion seem contrary to the direction that the town is going
 - The medical arts building on Reynolds is being turned back to residential
 - Hospital is going to a community centre
- With all the changes that have taken place it is not necessarily a stable neighbourhood
- The town considers Trafalgar Road a corridor
- We are looking to improve our bussing system
- We currently have 350 students and at our maximum we had 385
- The expansion we would look at 450 maximum students
- One neighbour commented that he believed we had the best interest of the neighbourhood in mind but what happens if you sell to a big company who then all of a sudden wants to put 600 students in the building
- It was stated that this has been a family owned business for over 40 years and they have no plans to sell
- No one can predict the future
- They are concerned we are taking away 3 residences
- The addition of the school itself as it fits into the current zoning
- We want to rezone to enhance the property use
- Neighbours that live on Trafalgar find it alarming to hear that the town wants to intensify Trafalgar
- They are concerned about what the next steps are after this
- They don't want to see Trafalgar transformed
- Just because the town has designated Trafalgar as a corridor doesn't mean it will be
- Neighbours commented that 10+ years ago transport trucks were allowed to use Trafalgar, Reynolds, etc.
- They petitioned and now they are not allowed to use them to get to the downtown area
- Neighbours said it was a very noticeable difference

- Those living on Trafalgar don't want to be caught in traffic jams trying to get out of their driveway
- They don't want an increase in traffic because of the expansion
- They said that this part of Oakville is not like the rest of Oakville and they believe that the Town agrees with this
- Will discussed the traffic study
- The town wanted us to look at how traffic will be affected if we increase our student numbers
- We did a couple of traffic studies in both AM and PM drop off and pick up
- With the expansion we have changed how the current entrance and exit will work and added an additional exit onto MacDonald Rd.
- We have staggered the start and end times for our different grades
- Neighbour that lives directly behind the school has a concern about the lights
- He said, "Where is the incentive to me as a neighbor to support this 30% increase when you are already a disrespectful neighbor"
- Why can't we look at a long term business plan and have a 2nd campus
- The reason we are having public meetings is this is the direction we want to take the school
- Final decision is up to the councilors and Town
- We are open to hearing from our neighbours about the changes that will take place and what can be done to beautify the outside
- We worked with the heritage architect for months and revised the plans several times
- It was asked if we can go ahead with the expansion if we don't include 331T in the plan
- Our intention is to enlarge the rooms with the same number of students in the class to provide more square footage per student
- The plan is for 349 Trafalgar to house the Grade 11 and 12 homerooms
- Neighbours asked if they could have a drawing for the floor plans for 349 Trafalgar
- 331 Trafalgar is being maintained as a founders house and is part of the rezoning so it remains a part of the school
- we are doing this to create a communal use of the property
- space behind the house is to be used as green space
- through our pre-con meetings with the town it was discussed that the entire property be rezoned to be consistent with school use
- this would make it one campus for community use
- it was our decision to put it in the application that way
- it was asked why we need the glass top on the expansion and why can't we retain just the two stories
- neighbours say this is taking out our site lines as they feel from the drawings that this lines up with the tower
- The tower on the current school is the highest point of the building and the tallest part of the expansion is actually lower than the tower
- They were reminded that the buildings are protected and are zoned as heritage
- The tower is actually the only part of the current building that is designated as heritage

- We are not asking for an exception to the height as the current zoning already has this in there
- As part of the heritage study report, the architect worked with us to ensure that the windows, siding, etc. all fall and conform to meet the heritage standard
- Neighbours expressed that what is missing from the heritage impact study is the impact that this is having on all the neighbours heritage properties
- The back of the building will change as plans are for it to receive restoration as well
- The school has been a community permitted use for 40 years
- Neighbour said that they think this is an ingenious and creative way to expand the business however he feels it just looks too big for them
- He lives on MacDonald and he has lost 3 residences from his neighbourhood, There is nothing to stop us from further expansion, The community is getting smaller, Don't see any benefit of this to them
- We can't do any further expansion unless we go through all this process again
- The neighborhood is in a state of change already and we are doing careful community change
- Neighbours said we probably wouldn't be having all this resistance if we didn't take 3 properties from the neighbourhood
- It was asked again if we can do this expansion with the current space we have
- We have been part of Trafalgar for 40 years and we want more space inside and out to improve the education of our students
- The neighbours don't see us as a part of the community
- It was asked if this is going to change the school year and will be open all year round?
- The answer was no and we have no interest in running summer camps
- All properties have the same shareholders but are owned by different corporations
- With the rezoning all properties will be under one corporation
- As the application with the town was deemed complete on December 16th the town now has 150 days to respond with their decision
- It was asked if we were asking for any other variances
- No we are not, just asking for rezoning
- 331 Trafalgar is being rezoned to become part of the school and the backyard to be used as green space for our students
- neighbours feel there is no need to rezone 331 Trafalgar if it is going to be used as a residence
- neighbours asked if they have a say in all of this
- the plan is online and they can also speak to their councilor
- it was asked if we can email the link out for the online application package
- as the community centre is going in on Reynolds this will also affect the traffic
- when we did our traffic study we did an analysis of what traffic would be and the data from the hospital traffic was part of the study
- neighbour asked if they can get a rendering of the current school with an overlay of 349 with the carriage house moved
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- Meeting was adjourned at 8:30 pm.

August 20 2018 Neighborhood meeting notes

123 residents notified + 44 ministry/agencies/assoc.

7 residents represented

1 paper comment card received

No email comments received

- Will there be stop signs at the new exit at MacDonald Road? Yes
- Our application to the Town of Oakville is to provide for our expansion to increase the size to include the properties at 272 MacDonald, 349 Trafalgar and 331 Trafalgar
- The Heritage work has been done and we had our architect working closely with the heritage architect
- The small red barn on 349 Trafalgar will be moved to another spot on the property and preserved
- The Site Plan includes the existing building, 331 Trafalgar, 349 Trafalgar and 272 MacDonald
- The existing South entrance to the school will be closed
- The existing North entrance will remain open and will become an in and out driveway
- A new exit will be created on MacDonald and will be an out only
- The red barn on 349 Trafalgar will be used as an outdoor related facility
- 349 Trafalgar will be office space for Lisa Duranleau and 3 classrooms (*actually 5 classes and 3 offices*)
- 331 Trafalgar is the Founder's residence
- The expansion is a 10,000 square foot building
- The staff will continue to park offsite at the Cornwall Road lot (contract with the Town of Oakville)
- Students will continue to play in the front of the school in an enclosed area
- Outside will be the same sized space as there currently is
- We are having pavement games painted on the asphalt in the front of the school this summer
- The site plan does show gates at the front of the school that will not allow the younger children to get through
- These gates do not show on the pictures that were displayed
- The details of placement etc. will be ironed out at the Site Plan Meeting process
- The Site Plan meeting with the Town of Oakville is public and notices would be mailed to residents
- The current space behind the school is artificial turf and pavement
- Part of the space behind 331 Trafalgar will be maintained as garden and the other part will be a play area for the students

- The construction access will be on MacDonald Road
- Once the properties have been re-zoned we would apply for building permits
- Anticipating that work on the red house at 349 Trafalgar Road would begin September 2019 and the following summer the expansion
- The construction plan is part of the Site Plan meeting and has to be approved by the Town of Oakville
- Those documents all need to be filed with the Town
- One of the residents brought up a concern about the corner of Trafalgar and MacDonald
- She said that this is already a dangerous corner with cars speeding around the corner and cutting the corner short
- Her comment was: if MacDonald is going to be the construction access that the trucks may need to turn Right off our property on MacDonald to exit
- The corner at Trafalgar and MacDonald is an existing problem and would have to be brought up with the Town of Oakville
- It was mentioned that existing problems are not part of our current Traffic Study
- Our Traffic Study included what the impact of the potential increase in traffic because of the expansion will have on the area
- We can advise the municipality that there is an existing problem but unless neighborhood residents call several times over several month and complain the Town does not respond
- A resident commented that when our Traffic Study was done that the Medical Arts building on the corner of MacDonald and Reynolds was pretty much empty
- Did our study take into account that once that is full that will affect the traffic as well?
- The Town of Oakville has a baseline assessment done in regards to traffic
- We give them what our change will be and that is added to the numbers the Town already has
- Our Traffic Study was done in May 2017
- It was asked what direction traffic will go when they exit our property on MacDonald
- Traffic will be able to go in either direction
- We are making our current North driveway larger and are designing the front of the school for better function at drop off and pick up
- We are looking at hiring another staff to help with the traffic and to direct traffic to the less busy route
- We are looking at changing the dismissal times to stagger when people come to the school
- It was asked how we plan to minimize the noise of the construction that will take place
- There are rules in place and no construction can take place between 7:00 PM and 7:00 AM
- If there is noise outside of these times the By-Law officer can be contracted

- It was asked that since we are including 331 Trafalgar Road in our rezoning application, does this then mean that we can decide to change it from a residence to classrooms etc. without giving notice
- It is being included in the re-zoning process to include the additional green space
- The plan is to keep 331 Trafalgar as a home as it is a Heritage building and is a smaller home
- There is not a lot of room to make changes to the current house
- It was asked if we took 331 Trafalgar out of our expansion plan how would this affect our plan?
- 331Trafalgar is part of the plan and was taken into account when they designed the landscaping etc.
- It could be part of the By-Law that it stay residential
- In regards to the Traffic: there will be traffic changes that are hard to predict however we are committed to look at this as the traffic patterns change
- MacDonald and Trafalgar were part of our Traffic Study
- Residents just want to make sure that we are aware there is an existing problem at Trafalgar and MacDonald and with us creating a new exit on MacDonald they want to ensure we are taking this into account
- When we did our Traffic Study we would not necessarily have seen the speeding issues etc.
- This is why the input from the residents to the Town about the existing concerns is important
- It was suggested that we take into account the traffic once the new community center is open and the Medical Arts building is full
- One resident asked: How to I make sure my questions will be answered?
- Once our application is filed a sign in the area will go up with a File number
- The Site Plan meeting is public and is presented before council
- Residents are welcome to attend and voice their comments/concerns or they can provide their comments in writing for this meeting
- However if you do not provide your concerns or comments in writing you have no legal right to object
- It was asked what the glass building will be
- This will be office and meeting space with an elevator shaft from top to bottom
- One resident commented that it is important that we include our neighbours concerns with our application so that our process with the Town goes a bit easier
- A resident asked about the parking loop that is part of the design and made reference to issues at Rotherglen who have a similar loop
- Rotherglen is a much bigger school and the size of the school is taken into account when the designs are done
- It was asked how wide the property on MacDonald is
- The driveway that will be done will be wide enough to accommodate busses and parking

- It was suggested that providing details of how the parking and the turning around on the property will work might be helpful for the residents
- It was stated that there are going to be approximately 500 parking spots at the new community centre
- The residents stated that when we go to the Town that they trust that will not only address the traffic concerns but the impact that the expansion will have on the residential area as well
- It was asked if the expansion is meant to significantly increase enrolment
- The Innovation Centre will accommodate the Science lab, music room and libraries not add more regular classrooms
- Our hope is to have 2 classes per grade however the expansion will not significantly increase the enrolment
- It was asked again how we plan to minimize the construction noise and to control the flow during this process
- The Construction management plan from the municipality deals with every aspect of the construction phase
- The Town is very proactive in enforcing this plan
- We confirmed that we have gone through all the process with the Heritage Committee
- A Heritage Impact Assessment has to be filed and our plan has been extensively looked at
- Our design has been reworked several times in order that it fall into the Heritage Committee guidelines
- A report will be available online at some point

August 29th Neighborhood meeting notes

- Lisa D gave an intro of what our expansion plans are
- We are working with the heritage architect and changed the drawings to fall in line with their requirements
- Town of Oakville requires a pre-consultation meeting
- Today is just an informal meeting to give our neighbours insight into our plans
- As part of our application we need to submit a Traffic Study, Heritage Impact Assessment and a Planning report outlining how our plans meet provincial and municipal criteria
- Anyone living within 200 meters of MacLachlan will receive notice that our application has been received by the Town
- Our Pre-consultation meeting is set for September 12th
- We would file the application after that meeting takes place
- There are a few differences on the site plan from the original
 - We acquired 272 MacDonald which will be an exit only
 - Removed median at entrance
 - No driveway up South side of current building
 - Wall in front of the existing building will be gone
 - 10,000 square foot addition was modified with heritage architect suggestions
 - Initial drawing had a more modern look with glass and metal
 - Carriage house at 349 Trafalgar will be rotated 90 degrees and moved over behind house
 - New addition to original structure at 349 Trafalgar will be removed
- Our busses will park facing MacDonald which will still leave plenty of space for cars to park
- These Macdonald parking spots will not be for parents to park in
- Resident asked what the height differential is between existing building and new addition
 - Current tower height is higher than the addition will be
- Resident asked where parents park the evenings we have events happening
 - We can currently accommodate 75 cars on property
 - We also use the parking lot on Cornwall where our staff park and shuttle them back and forth to the school
- The addition would allow for a 30% increase in students
- Our traffic study looked at this increase to make sure this could be accommodated
- Most students are gone from our aftercare by 5:00 p.m.
- Resident asked how we are going to eliminate more traffic on Trafalgar
 - The new plans have a traffic loop where you can't stop and park
 - Currently people are stopping at the entrance
 - Currently only have one lane of traffic but we will have two with the expansion
- Resident asked if the exit at MacDonald and Trafalgar will be designated as a "right turn only"
- We currently have a no left turn sign at our exit on Trafalgar

- Residents said it would be nice if they could only turn right at both exits
- The Town of Oakville would have to make a bylaw to make them no left turns
- MacLachlan would support the town if this decision is made by the Town of Oakville
- One resident said that if we recommended it to council that they would most likely buy into that
- The MacDonald exit would be where the existing driveway is
- A resident suggested that maybe the no left turn could be for certain hours only
- For example morning drop off and afternoon pick up
- Residents asked if there is a reason why we would need an exit on Trafalgar road
- Residents that live on Trafalgar feel this is an issue
- Our traffic consultant took into account the new community center and the old medical arts building when he did the traffic study
- One resident said there will be less traffic when the new community center goes in then when the hospital was there
- Our traffic consultant is looking at this again
- Currently planning to have two lanes exiting on MacDonald
- Residents asked if we really need this
- The parking spaces that will be along there are regulation size
- Our busses are not parked on premises as we do not own them
- They are only here in the am and pm to drop off and pick up students
- Busses currently run at 50% capacity
- Resident on Trafalgar mentioned that our shuttle bus blocks view at times and we committed to make a change
- A resident said she currently looks at the heritage barn and now feels she will be looking at least half a building now
- The resident that backs onto backyard of the school asked about the lighting of the school as the outside lights are on all the time
- We committed to looking at lighting that will be friendly for our neighbours
- If council denies our re-zoning we would have to look at redesigning our plans to meet their requirements
- The majority of our student base live in Oakville
- If residents want to appeal it has to be done in writing and you should attend the statutory meeting
- The school is sustainable at current state
- If we can't expand we would have to look at how to change our current building to stay competitive
- Historically we have had higher enrolments
- One year we did have 380 and currently have 340 for the upcoming school year
- We are not looking at being a large school of 600 kids
- Resident asked if we are asking the entire property to be rezoned
 - We are asking for the existing property to change zoning
 - 331 Trafalgar back yard and house
 - 349 Trafalgar to office and 3-4 classrooms
 - 272 MacDonald new exit and parking

- Resident asked if we could ask the Town to not have house on 331 Trafalgar as part of the rezoning for future use and leave it as residential
- The house at 331 and 349 Trafalgar are designated heritage already
- The current building is designated heritage because of the tower
- In changing the rezoning of 331 Trafalgar the house still remains heritage with the same restrictions as any other heritage building
- We want to change the rezoning because of the green space and walkway
- We are planning to leave the house as residential
- The turn around that is on the plan for in front of 331 Trafalgar is not a designated parking space
- A resident said we are taking away a lot of green space from the neighbourhood and they want to know what we are going to do to make them happy
- The architect changed the front of the school to make more green space
- The majority of the sides and back will be green space however we will look at this again
- The resident directly across from 272 MacDonald has a concern about it being a double driveway on MacDonald and thinks a single would be great and look better
- A decision has not been made on this and is currently a single driveway on the current site plan
- The trees on the site plan on MacDonald will be staying
- The arborist made it very clear that the trees must stay
- They are Town of Oakville trees so they can't be touch
- The Traffic study is still ongoing and not completed as of yet
- We are looking at movement and traffic at all entrances and exits
- A resident said if we do this and then we have this big footprint in the community what will happen if the school is no longer viable and if the next generation does not want to take over
 - We have been in business here for 40 years and don't see that as something that will happen
 - We have a business plan that goes along with the expansion
 - We don't have a crystal ball but don't believe this is an option
 - As with any other business if this should happen the building would be put up for sale
 - This happened with Brantwood etc.
- A resident asked that when we make these plans and submit our application can we not decide which way the traffic goes
- Resident asked, "Do you care what we think or are you just saying you are going to change things and just blowing us off?"
 - Yes we are hearing you and we are taking all your suggestions into consideration
- Resident said that if we submitted our plan to the Town with an entrance only on Trafalgar and left turn only on MacDonald that chances are high that the Town would accept this
- We are currently updating our traffic study to take this into account
- We will ask our traffic consultant to look at right turn only on Macdonald as well

- Residents commented that the lights at MacDonald and Reynolds would need to change slightly as well
- The traffic engineer from the Town is part of the pre-con meeting with us and the Town
- It was asked if we could put lights at the in and out at Trafalgar road
 - This is very difficult to get lights at a T-intersection especially at a private driveway
- We encouraged all attendees to fill out the comment sheet not only with comments but with questions as well
- The house at 349 Trafalgar is staying as it is on the outside
- Only change is moving the carriage house but it will be maintained as the original
- The target if all goes through is to renovate 349 Trafalgar to be ready for September 2019 or 2020 and then the following year the expansion will take place
- The site plan is not yet filed and once it is it will be on the Town of Oakville's web site