



## MINUTES

### Heritage Advisory Committee

December 9, 2019

6:15 p.m.

St. Marys Museum

177 Church Street South, St. Marys

Members Present: Barbara Tuer  
Clive Slade  
Janis Fread  
Paul King  
Michael Bolton  
Stephen Habermehl  
Michelle Stemmler  
Sherri Winter-Gropp  
Councillor Fern Pridham

Members Absent: Al Strathdee

Staff Present: Trisha McKibbin

#### 1. CALL TO ORDER

The Chair called the meeting to order at 6:16 p.m.

#### 2. DECLARATION OF PECUNIARY INTEREST

None.

#### 3. AMENDMENTS AND APPROVAL OF AGENDA

**Moved By** Clive Slade

**Seconded By** Mike Bolton

THAT the December 9, 2019 meeting agenda of the Heritage Committee be accepted as presented.

**CARRIED**

#### 4. DELEGATIONS

None.

**5. CORRESPONDENCE**

**5.1 Letter of Resignation from Dan Schneider**

**Moved By** Michelle Stemmler

**Seconded By** Barb Tuer

THAT the Heritage Committee receive Dan Schneider's resignation with regrets; and

THAT the Heritage Committee recommend to Council that the vacancy on the Heritage Committee not be filled at this time.

**CARRIED**

**6. AMENDMENT AND ACCEPTANCE OF MINUTES**

**Moved By** Clive Slade

**Seconded By** Janis Fread

THAT the Minutes of the November 21, 2019 Heritage Committee meeting be approved.

**CARRIED**

**7. BUSINESS ARISING FROM MINUTES**

Sign Report - Staff provided an update that due to the short turnaround time between the November and December meetings, a report from the Building & Development Department would be coming forward to the Committee in January.

Correspondence from Dena McNutt - Staff have been in contact with Dena McNutt and the Town's Insurance Broker. There will be further internal discussion and staff will be following up with the McNutts.

Correspondence to Bungalow - Staff provided the Committee with an update that Jason Silcox has been in contact with the owners of Bungalow to have a sign permit application completed. Once received and the process complete, staff will send a congratulatory letter to the owners.

**8. REGULAR BUSINESS**

**8.1 Heritage Conservation District Update**

**8.1.1 Heritage Permits**

None.

#### **8.1.2 Sign Applications**

None.

#### **8.1.3 Heritage Grant Applications**

None.

### **8.2 Municipal Register, Part 1 - Designations/designated property matters**

#### **8.2.1 Heritage Permits**

None.

#### **8.2.2 Municipal Register, Part 1 Staff Report**

Staff provided the Committee with a year-end update on the Façade Improvement Grant and the Designated Heritage Property Grant. There was \$30,000 earmarked in the 2019 budget for the delivery of both programs. As of December 9, 2019 \$28,190 will be granted by years end. There was a total of 7 properties who applied for funding, with 4 applications through the Heritage Grant and 7 applications through the Façade Improvement grant.

In 2020 staff will provide monthly updates to the Committee on the applications received and monies spent. There was also discussion on the benefit of before and after photographs of the properties receiving funding. These photographs can assist in showing the benefit and impact of the program on the streetscape and can provide year over year documentation.

### **8.3 Municipal Register, Part 2 - List of Significant properties**

Staff provided an update on the success of the meeting held on November 21 between Town staff and local real estate agents. Staff had a call from a real estate agent seeking clarification on the zoning bylaw and the Municipal Register of Significant Properties.

### **8.4 Properties of interest or at risk (not necessarily designated)**

Nothing to report at this time.

### **8.5 CHO Report**

Paul King provided an updated that locations of the CHO Conferences have been confirmed as Markham in 2020 and Brockville for 2021. The Town of

Ingersoll, who is establishing a Heritage Committee, has become a member of CHO. Ingersoll will be hosting a workshop which member from the St. Marys Heritage Committee may wish to attend. CHO will be hosting 10 workshops in 2020. Further information will be shared with the Committee as it becomes available.

#### **8.6 Homeowner/Property owner letters**

None.

### **9. COUNCIL REPORT**

Councillor Pridham reported that Council is currently working through the budget process. Council Pridham made the suggestion that the Committee should share photographs of the work completed in the downtown core with Council.

### **10. OTHER BUSINESS**

#### **10.1 Heritage Committee Projects/Tasks Document**

The Committee reviewed the Projects/Task List for the 2019-2022 Term and made the following recommendations:

Listed Properties - it was determined that members would come prepared in January to review and make suggestions on additions to the Register of Listed Properties. The guidelines from the Ministry of Tourism, Heritage and Sport as well as the evaluation framework/checklist will be reviewed at the meeting. At the February meeting the list will be divided by wards and assigned to members of the Committee to review.

Interpretive Heritage Plaque - The Committee would like to complete one (1) plaque a year. The Committee will draft a nominee list in which to work from. Suggestions made at the meeting include the Grand Trunk Trail. There was discussion about engaging the community as to where they would like a plaque, and that an article in the paper could be one way to gather suggestions.

Photograph inventory - The Committee discussed the need to have up-to-date inventories of designated properties. At the February meeting the properties located in the Heritage Conservation District will be divided amongst committee members by teams.

Heritage Festival/Canada Day - Staff will provide an update at the January meeting about programming at these event. The Committee will then discuss what contributions it can make to these events.

Downtown Transoms - This project will be integrated into the photography inventory of the Heritage Conservation District. This will be discussed further at the February meeting.

Presentation to Council - The Committee discussed being a Delegation to Council at the March or April meeting. This 5-10 minutes power point presentation would be an opportunity to educate and communicate what has been accomplished by the Committee (grants, success stories, photographs of successes).

Significant Tree List - As Public Works is working on developing a tree inventory of substantial bush/forested/woodlot areas it was discussed that it would be beneficial to have the Director of Public Works attend a meeting in 2020 to discuss the process. At the April meeting the Committee review the Ontario Heritage Act and the Ministry's guidelines on identifying and designating heritage landscapes.

**11. UPCOMING MEETINGS**

January 13, 2020, St. Marys Museum at 6:15 p.m.

**12. ADJOURNMENT**

**Moved By** Janis Fread

**Seconded By** Barb Tuer

THAT the meeting of the Heritage Committee adjourn at 7:33 p.m.

**CARRIED**

---

Chair

---

Committee Secretary