



AGENDA

Heritage Advisory Committee

February 14, 2022

6:15 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Pages

1. **CALL TO ORDER**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **APPOINTMENT OF CHAIR AND VICE-CHAIR**

RECOMMENDATION

THAT _____ be appointed as Chair of the Heritage Advisory Committee, effective immediately to November 2022.

RECOMMENDATION

THAT _____ be appointed as Vice-Chair of the Heritage Advisory Committee, effective immediately to November 2022.

4. **AMENDMENTS AND APPROVAL OF AGENDA**

RECOMMENDATION

THAT the February 14, 2022 Heritage Advisory Committee meeting agenda be accepted as presented.

5. **DELEGATIONS**
6. **CORRESPONDENCE**

7. AMENDMENT AND ACCEPTANCE OF MINUTES

3

RECOMMENDATION

THAT the December 13, 2022 Heritage Advisory Committee meeting minutes be accepted as presented.

8. BUSINESS ARISING FROM MINUTES

8.1. Street Naming Project Update

9. REGULAR BUSINESS

9.1. Heritage Conservation District Update

9.2. Municipal Register, Part 1 - Designations/designated property matters

9.3. Municipal Register, Part 2 - List of Significant properties

9.4. Properties of interest or at risk (not necessarily designated)

9.5. Homeowner/Property owner letters

10. COUNCIL REPORT

11. OTHER BUSINESS

11.1. 2018-2022 Term Goals

8

11.2. Realtor Tailgate

11.3. Committee Survey

12. UPCOMING MEETINGS

March 14, 2022 at 6:15pm

13. ADJOURNMENT

RECOMMENDATION

THAT the February 14, 2022 Heritage Advisory Committee meeting adjourn at pm.



MINUTES

Heritage Advisory Committee

December 13, 2021

6:15 pm

Video Conference

Click the following link:

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Members Present	Al Strathdee Councillor Pridham Clive Slade Michael Bolton Michelle Stemmler Paul King Sherri Winter-Gropp Stephen Habermehl
Staff Present	Amy Cubberley, Cultural Services Supervisor Jason Silcox, Building Official
Members Absent	Barbara Tuer Janis Fread

1. CALL TO ORDER

Chair Habermehl called the meeting to order at 6:16pm

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Councillor Pridham

Seconded By Clive Slade

THAT the December 13, 2021 Heritage Advisory Committee agenda be accepted as presented.

CARRIED

4. DELEGATIONS

None

5. CORRESPONDENCE

None

6. AMENDMENT AND ACCEPTANCE OF MINUTES

Moved By Michelle Stemmler

Seconded By Michael Bolton

THAT the October 18, 2021 Heritage Advisory Committee minutes be accepted as presented.

CARRIED

7. BUSINESS ARISING FROM MINUTES

7.1 Wood Specialty Sign Update

Amy Cubberley gave a verbal update on the Wood Specialty Co. sign, explaining that it was recently installed on James Street South.

7.2 Street Naming Project

Amy Cubberley spoke to DCS 35-2021 and responded to questions.

Moved By Councillor Pridham

Seconded By Michael Bolton

THAT DCS 35-2021 New Development Street Name Suggestions report be received for information, and;

THAT the Heritage Advisory Committee recommends that the street names suggested in this report be forwarded to Council for future consideration, and;

THAT the Heritage Advisory Committee encourages Council to further pursue Indigenous name possibilities.

CARRIED

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

8.1.1 Heritage Permits

None to review

8.1.2 Sign Applications

Jason Silcox spoke to and responded to questions regarding DEV 56-2021 6 Water Street South and DEV 57-2021 105 Queen Street East.

Mr. Silcox also gave a verbal update on the sign 26 Wellington Street South (Tito's Pizza). The Committee commended Mr. Silcox for his work with the business owner to come up with an appropriate heritage sign.

Moved By Sherri Gropp

Seconded By Michelle Stemmler

THAT DEV 56-2021 6 Water Street South signage be received; and

THAT the Heritage Committee support the sign permit

CARRIED

Moved By Clive Slade

Seconded By Michelle Stemmler

THAT DEV 57-2021 Report 105 Queen St E be received; and

THAT the Heritage Committee support the sign permit

CARRIED

8.1.3 Heritage Grant Applications- carry over to 2022

Amy Cubberley explained that work has been delayed on the two Heritage Grants that were approved by the Heritage Committee in 2021

(84 Water Street South and 113 Queen Street East). She is working with the property owners and the Finance department to carry over these funds to 2022. This will not impact the property owner's ability to apply for a Heritage Grant in 2022.

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

No updates.

8.3 Properties of interest or at risk (not necessarily designated)

None identified.

8.4 Homeowner/Property owner letters

None identified.

9. COUNCIL REPORT

Councillor Pridham updated the Committee on recent Town/BIA discussions regarding Pride initiatives.

10. OTHER BUSINESS

Clive Slade asked Jason Silcox for clarification on enforcement of the sign by-law.

10.1 2022 Meeting Schedule

Amy Cubberley presented the meeting schedule for 2022 and explained that with 2022 being a municipal election year, the final regularly scheduled meeting is tentatively set for September 12, 2022.

11. UPCOMING MEETINGS

January 10, 2022 at 6:15pm

12. ADJOURNMENT

Moved By Michael Bolton

Seconded By Clive Slade

THAT the December 13, 2021 Heritage Advisory Committee meeting adjourn at 6:48 pm.

CARRIED

Chair

Committee Secretary

Heritage Committee Projects/Tasks for 2019-2022 Term

Project	Description	Responsibility Assigned to:	Timeline	Status
Annual Review of Listed Properties	<ul style="list-style-type: none"> Review of property owner's names and mailing addresses Review for those properties that need to be removed or added to the list 	<ul style="list-style-type: none"> Town staff 	Monthly <u>Annually At minimum, once per Committee term. Last updated February 2021.</u>	Ongoing Yes Completed for 2019-2022 term Ongoing
Designation – Part IV	Designation of properties to the Municipal Register under Part IV of the OHA.	<ul style="list-style-type: none"> Town staff Heritage Committee 	Ongoing	On hold due to COVID-19 345 Wellington St S designated in 2021
Heritage Interpretive Plaque	Heritage Plaques that are located throughout Town. Contain heritage information, photographs about people, places and buildings. 143 currently in place.	<ul style="list-style-type: none"> Town staff Heritage Committee 	New plaque annually	<u>Wood Specialty Co. installed in 2021.</u> Suggestions for 2022?
Heritage Buildings - Photograph Inventory	Photograph inventory of significant heritage properties <ul style="list-style-type: none"> Photographs of HCD (downtown) Photographs of Part IV designated properties Photographs of Listed Properties 	<ul style="list-style-type: none"> Heritage Committee Consider enlisting help of photography club? 	Every 10 years	Completed Waiting on a couple of outstanding submissions
Doors Open 2019 <u>and 2021</u>	September 28 – date of event Volunteers required <ul style="list-style-type: none"> Site volunteers 	<ul style="list-style-type: none"> Town staff 	Prior to September 17	Successful event <u>in 2019!</u> Successful event in <u>2021, despite COVID-19 restrictions.</u>

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Walking Tour App	Walking tours, heritage or history information available to residents and visitors in an App.	<ul style="list-style-type: none"> Town staff with assistance of Heritage Committee 	To be launched early in 2020	<p>Went live in May 2020 Officially launched, July 6, 2020</p> <p><u>Staff have ongoing meetings with Driftscape support and update app content as needed.</u></p>
Heritage Festival	<p>Sat., July 13 – date of event</p> <ul style="list-style-type: none"> Walking Tours guides Bus Tour guides Other? 	<ul style="list-style-type: none"> Town staff 		<p>Yes Walking Tours not offered in 2019. Staff conducted guided bus tours. <u>Completed</u></p>
Homecoming 2020	<p>To be held the first weekend in July, 2020. <u>Rescheduled for July 1-3, 2022</u></p> <ul style="list-style-type: none"> <u>Bus tour guides needed</u> 	<ul style="list-style-type: none"> <u>Town staff with assistance of Heritage Committee</u> 		<p>Postponed <u>to 2022</u> due to COVID-19</p>
Downtown Transoms	Review of successful rehabilitation of transoms and creation of list of buildings that have the potential to rehabilitate transoms.			
Presentation to Council	Annual update to Council on Heritage Committee achievements	<ul style="list-style-type: none"> Town Staff Heritage Committee 		
Significant Tree List	Creation of significant tree list			

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