

## **MINUTES – JUNE 3, 2019**

### **MEMBERS PRESENT**

Mary Tivy – Chair  
Councillor Matthew Bulmer  
John Arnold  
Barb Jefferson  
John Levak

### **MEMBERS ABSENT**

None

### **TOWNSHIP STAFF**

Lynne Banks – Development & Legislative Coordinator

#### **1. CALL TO ORDER**

The meeting was called to order at 1:10 p.m.

#### **2. APPOINTMENT OF CHAIR AND VICE CHAIR**

The meeting was called to order by Lynne Banks at 1:10 pm. Lynne welcomed everyone and advised that the first matter would be the appointment of the new Chair for the term of June 2019 through June 2021, which she would conduct, and then the Chair would proceed with the appointment of the Vice Chair and the opening remarks would follow. Lynne asked for any expressions of interest for the position of Chair and Barb Jefferson advised that after discussion with John Levak, John Levak would express interest in the position of Chair and Barb Jefferson would express interest in the position of Vice Chair, however after they had a discussion with Karen Landry, the positions would be revised in one year, outside of the mandate.

Moved by: Mary Tivy

Seconded by: J.M. Arnold

That John Levak be appointed as Chair and Mary Tivy be appointed as Vice Chair for the Committee for the term of June 2019 through June 2021.

CARRIED

#### **3. DISCLOSURE OF PECUNIARY INTEREST**

None

#### **4. OPENING REMARKS**

The Vice Chair chaired the meeting and advised since Councillor Bulmer had to leave the meeting early, items 6.1 and 6.5 would be tabled until later in the meeting so that other items on the agenda could be addressed.

#### **5. APPROVAL/ADOPTION OF MINUTES**

That the minutes of the Heritage Committee meeting dated February 19, 2018 be adopted.

Moved by: Mary Tivy

Seconded by: John Arnold

CARRIED

#### **6. MATTERS ARISING FROM MINUTES**

1. PROPOSED HERITAGE PLAQUE TO RECOGNIZE THE BLACK FAMILY CONTRIBUTIONS TO THE GROUNDS AT THE COMMUNITY CENTRE

- Barb Jefferson stated that it would be good to have input from the family regarding the wording on the plaque.
- Mary Tivy suggested that the Committee should investigate the best place to install the plaque and also the best design, confer with the Black family members regarding the wording on the plaque, and notify the Black family that the Committee is working on a way to put the plaque in place on the property.
- John Arnold noted that this is a new area for the Committee and maybe the Committee should speak to those involved.
- Barb Jefferson questioned whether it could be combined with the Recreation Commission for a park-like integration with interpretive trails.
- Councillor Bulmer advised that a public meeting was held last week regarding revised plans, and suggested that the plaque in front of Ellis Chapel is a good example of how the plaque should look. He further suggested that a report could be taken to Council for options regarding funding the plaque.

2. FUTURE PROPERTIES TO BE PLAQUED

- Mary Tivy recommended the property located at 52 Brock Road due to its early historical history in the Township, and advised that she has previously written an article about the property.
- Barb Jefferson inquired as to whether or not the Committee currently has any available plaques.
- John Levak advised that there aren't any at this time and that the cost would be approximately \$150.00 per plaque.
- Barb Jefferson noted that the cost will need to be put in the Committees budget for next year, but in the meantime the Committee can identify properties to be plaqued and suggested that they start with 10 plaques. She further advised that she will locate the plaque molds.
- Mary Tivy suggested that it would help identify the history of the Township by putting interpretive panels throughout the Township. She further volunteered to produce a Powerpoint presentation on the use of interpretive panels in various communities.
- Mary Tivy suggested that the Starkey Farm would be a good property to plaque for next year.
- Barb Jefferson inquired if it is possible to include houses and hiking trails as part of the delivery of the plaques, and further stated that the Starkey Farm would be a good property to start with especially if it will be moving forward to include a cultural heritage landscape.
- Mary Tivy suggested that the Township should have interpretive panels at Union Square and other hamlets in the Township and also that cemeteries should also be considered.
- Councillor Bulmer also recommended that Drummond Farm located at Lot 17, Concession 10 should also be considered for future plaquing.

3. HERITAGE IMPACT ASSESSMENT GUIDELINES

- Lynne Banks will contact the County regarding the County of Wellington policies in the Official Plan and how the Township can set up a policy to be followed.

**7. REGULAR BUSINESS**

7.1. REPORT TO COMMITTEE ON THE ALLIANCE FOR HISTORIC LANDSCAPE PRESERVATION CONFERENCE HELD MAY 22-26 IN DETROIT, MICHIGAN

- Mary Tivy provided an overview of the conference and will provide a presentation at the next committee meeting in October.

#### 7.2 COMMITTEE TO PRESENT LIST AT JUNE MEETING OF TOP 10 HISTORIC PROPERTIES

- Mary Tivy recommended that Drummond Farm, Alex Flemming farmhouse, Beatty farmhouse, 7683 Maltby Road and 7704 Maltby Road should be visited.
- Top 10 historical properties for the Heritage Register – the Committee will create criteria for properties to be listed on the municipal register.
- Mary Tivy advised she will send a form to the Committee members and that there will be a form relating to architecture and a form relating to the cultural heritage landscape.
- The Committee will revisit the list to establish criteria.
- John Levak will forward the Waterloo presentation regarding cultural heritage landscapes to the Committee members.

#### 7.2 CANADA DAY EVENT

- Mary Tivy will attend the event again this year and will include indigenous panels as part of the display.

#### 7.3 ANNUAL FIELD TRIP

- Barb Jefferson advised that the letters have not yet been sent out to the property owners for the June 17<sup>th</sup> field trip however she thinks that the field trip should be limited to a total of 5 properties to visit. She further suggested that the date for the visits be changed to Monday, August 12, 2019.
- Mary Tivy recommended that Drummond Farm, Alex Flemming farmhouse, Beatty farmhouse, 7683 Maltby Road and 7704 Maltby Road visited.

#### 7.3.1 REPORT TO COMMITTEE ON THE ONTARIO HERITAGE CONFERENCE HELD MAY 30-JUNE 1 IN GODERICH

- John Arnold provided a report to the Committee regarding the conference and advised that he will provided a written report for the minutes. He also advised that the conference next year will be held in Markham.

### 8. INFORMATION UPDATES

#### 8.1 SUMMER STUDENT POSITION, 2019

- Lynne Banks advised the Committee that the summer student has been hired and will start the end of June and finish the end of August.
- The Committee advised that they would like to have the book digitalized, worksheets added (taken from the book and attached to the registry), property inventory forms for each property and pictures added. They further stated that Lynne Banks and the summer student may have to visit the sites to take pictures.

- Barb Jefferson agreed to be the contact person for the summer student and would like to set up one hour a week to meet with the summer student and answer any questions she may have regarding the work.
- Lynne Banks will set up a meeting for June 17<sup>th</sup> for the Committee to discuss the job description.

#### 8.2 FIELD TRIP DATE IS JUNE 17, 2019

- Change of date is already noted above.

#### 8.3 REPORT REGARDING THE HERITAGE COMMITTEE PRESENTATION TO COUNCIL

- Tabled until the next Committee meeting in October.

#### 9. FUTURE MEETING AND FIELD TRIP DATES

- Next meeting date is October 7, 2019 at 1:00 p.m.
- Field Trip date is August 12, 2019.

#### 10.ADJOURNMENT

The meeting adjourned at 3:03 p.m.

#### 11.NEXT MEETING

October 7, 2019 @ 1:00 p.m.