



## MINUTES

### HERITAGE HALTON HILLS COMMITTEE

Minutes of the Heritage Halton Hills Committee held on Wednesday May 15, 2019, at 6:30 p.m. in the Esquesing Room at Town Hall.

#### Members Present

D. Brock; Councillor T. Brown (Chair); B. Cosper; R. Denny; C. Donaldson; A. Douglas; S. Frick; G. Miller; J.M. Rowe; L. Quinlan; A. Walker

#### Staff Present

S. Burke, Manager of Strategic Research and Project Coordination; A. Mancuso, Information Governance & Records Management Specialist; D. Szybalski, Manager of Economic Development, Innovation and Culture (left at 6:36 p.m.)

#### General

- 1A Disclosure of Conflict or Pecuniary Interest  
None was declared.
- 1B Receipt of Heritage Halton Hills Committee Meeting Minutes dated April 17, 2019, including Syndicate Housing Heritage Conservation District Committee Meeting Minutes

#### **Recommendation No. HERITAGE-2019-0009**

THAT the Minutes of the Heritage Halton Hills Committee meeting held on April 17, 2019, including Syndicate Housing Heritage Conservation District Committee Meeting Minutes, be received for information.

**CARRIED**

#### **Programs & Properties (Designated, Listed, Other)**

- 2A Signage Program

J.M. Rowe received a request for 88 Main Street South, Acton, and offered to lead members through the process with the hope that others will assist in the future. R. Denny, A. Douglas, B. Cosper, A. Walker and Councillor T. Brown expressed interest in learning more. J.M. Rowe will schedule a session at the library.

J.M. Rowe met with Sheena Switzer of the Georgetown BIA who requested approximately ten program signs for downtown business properties. J.M. Rowe noted that with more members learning about the program and helping with

research the request for ten signs is workable. Members discussed whether to apply a discount to the current fee of \$125.00 per sign due to the number of signs requested.

**Recommendation No. HERITAGE-2019-0010**

THAT Heritage Halton Hills charge the Georgetown BIA \$95.00 per Signage Program sign conditional on the purchase of ten (10) or more signs for downtown business properties.

**CARRIED**

2B Designation Plaques

J.M. Rowe followed up with Cambridge Metalsmiths who delivered four samples for the meeting. The cast metal is not as heavy as the bronze and members were impressed by the overall look of the signs and plaques. Staff will bring the budget to the June meeting for committee discussion to replace five Syndicate Housing designation plaques.

Glen Williams Schoolhouse Designation Plaque Wording

J.M. Rowe distributed the draft wording for the Glen Williams Schoolhouse (15 Prince Street) designation plaque. Members reviewed the draft and provided changes.

Andrew Laidlaw Farmhouse Designation Plaque Wording

J.M. Rowe distributed the draft wording for the Andrew Laidlaw Farmhouse (9111 Third Line) designation plaque. Members reviewed the draft and provided changes.

**Recommendation No. HERITAGE-2019-0011**

THAT Heritage Halton Hills Committee engage the services of Cambridge Metalsmiths to purchase two new designation plaques.

**CARRIED**

2C Destination Downtown

S. Burke noted the May 6 public meeting was well attended and comments received during the open house were quite positive. Members have until May 24 to forward their comments to S. Burke.

2D Heritage Listed Properties Site Visits' Sub-Committee

S. Burke noted the sub-committee was set up to address Demolition Clearance Forms submitted for Listed properties. In 2017, the newly created Heritage Planner position responded to Demolition Clearance Forms submitted for Listed properties in consultation with Heritage Halton Hills which expedited the process even further. It has been suggested that, in the absence of a Heritage Planner, the sub-committee should be reinstated to work with S. Burke.

**Recommendation No. HERITAGE-2019-0012**

THAT Heritage Halton Hills re-establish the Heritage Listed Properties Site Visits Sub-Committee;

AND FURTHER THAT Heritage Halton Hills confirm the sub-committee's Terms of Reference, subject to minor revisions by staff as required;

AND FURTHER THAT the sub-committee serve for the remainder of the 2018-2022 Heritage Halton Hills term;

AND FURTHER THAT S. Frick, L. Quinlan, R. Denny, C. Donaldson and A. Walker serve on the sub-committee with C. Donaldson as Chair.

**CARRIED**

2E Proposed Heritage Orientation

Councillor Brown supports the proposal for a heritage orientation and noted the previous committee did not receive any orientation when it first met in 2015 which would have been helpful. S. Burke offered to present an orientation session at the June meeting.

S. Burke, D. Szybalski and Councillor T. Brown recently discussed the setting of priorities for Heritage Halton Hills for this term and what Economic Development staff could do to assist. One idea is to prepare an annual State of Heritage report for Council which will serve to raise the profile of heritage and identify the committee's current priorities. Committee members could be involved in its development and assist in presenting the report to Council. Staff suggested a brainstorming session with the committee to establish the priorities for this term be held at the June meeting. The Committee supports these suggestions.

2F 2019 Summer Student

The deadline for applications is Tuesday May 28. A. Douglas and B. Cosper will interview applicants on Thursday June 6.

**Proposed Designation and Listed Properties**

3A Proposed Designation: Barrett Barn, 98 Confederation, Glen Williams  
J.M. Rowe reviewed the designation report with members.

**Recommendation No. HERITAGE-2019-0013**

THAT Heritage Halton Hills receive the Barrett Barn Designation Report 2019, authored by J.M. Rowe;

AND FURTHER THAT Heritage Halton Hills supports the designation of Barrett Barn, located at 98 Confederation, Glen Williams, as presented;

AND FURTHER THAT staff prepare a cover report to advise Council of the committee's recommendation to designate Barrett Barn, located at 98 Confederation, Glen Williams, under Part IV of the Ontario Heritage Act.

**CARRIED**

3B Proposed Listed: 169 Churchill Road North, Acton

J.M. Rowe and R. Denny met with the property owner of 169 Churchill Road North, Acton, to propose the property be added to the Heritage Register. The owner contacted staff and would like to learn more about what it means to be Listed. A. Mancuso emailed the upcoming meetings schedule so that the owner can attend and meet with members to discuss further.

### **Information, Announcements & Upcoming Events**

4A 2019 Ontario Heritage Conference (May 30 – June 1) Bluewater/Goderich ON

D. Brock, A. Douglas, J.M. Rowe and A. Walker are registered to attend the full conference.

4B The Mayor's Heritage Golf Tournament is scheduled for Thursday June 13, 2019.

4C Due to the province's deadline of June 1, staff plan to submit a report to the May 27 Council meeting to address Bill 108.

### **Closed Meeting**

#### **Recommendation No. HERITAGE-2019-0014**

THAT Heritage Halton Hills meet in closed session in order to address the following matters:

5A 2019 Heritage Property Grant Program – Personal matters about an identifiable individual, including municipal or local board employees

5B Condition of Listed Property – A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

**CARRIED**

Heritage Halton Hills Committee convened into Closed Session at 7:40 p.m.

### **Reconvene into Open Session**

#### **Recommendation No. HERITAGE-2019-0015**

THAT Heritage Halton Hills reconvene this meeting in open session.

**CARRIED**

Heritage Halton Hills Committee reconvened into Open Session at 8:04 p.m.

- 5A Committee recommendation regarding the 2019 Heritage Property Grant Program application:

**Recommendation No. HERITAGE-2019-0016**

THAT Heritage Halton Hills receive the 2019 Heritage Property Grant Program application for Craiglea House, located at 9722 Third Line, Esquesing;

AND FURTHER THAT Heritage Halton Hills approve the request for a full matching grant for the project based on the estimate provided;

AND FURTHER THAT staff advise the Heritage Foundation of Halton Hills of the Committee's request for funding for the 2019 program subject to available funding.

**CARRIED**

- 5B Committee recommendation regarding condition of Listed Property

**Recommendation No. HERITAGE-2019-0017**

THAT staff follow the recommendation(s) as set out in the Confidential Minutes of the Heritage Halton Hills Committee meeting dated May 15, 2019.

**CARRIED**

## **Adjournment**

The meeting adjourned at 8:21 p.m.

## **Next Scheduled Meeting**

Wednesday June 19, 2019

6:30 p.m.

Esquesing Room, Town Hall, 1 Halton Hills Drive