



MINUTES

HERITAGE HALTON HILLS COMMITTEE

Minutes of the Heritage Halton Hills Committee held on Wednesday January 20, 2016, at 6:30 p.m., in the Esquensing Room of the Halton Hills Civic Centre.

Members Present

Councillor T. Brown (Chair); R. Denny; C. Donaldson; A. Douglas; V. Inglis, L. Nicholson; R. Petkovic (arrived at 6:32 p.m.); J.M. Rowe; A. Walker

Staff Present

A. Mancuso, Records/FOI Coordinator; J. Markowiak, Senior Planner, Development Review (left at 6:44 p.m.)

Regrets

D. Brock; C. Fedchenko

General

1A Disclosure of Pecuniary Interest

None was declared

1B Receipt of Heritage Halton Hills Committee Minutes dated November 18, 2015

Recommendation No. HERITAGE-2016-0001

THAT the Minutes of the Heritage Halton Hills Committee meeting held on November 18, 2015, be received for information.

CARRIED

1C McGibbon Hotel Development

Alternate concepts for the Main Street elevation were circulated to members. J. Markowiak updated members on the status of the review of the McGibbon Hotel Development application. The Town retained the services of Brook McIlroy to conduct an Urban Design Peer Review. Brook McIlroy will sub-consult the Heritage Peer Review to ERA Architects.

The applicant retained the services of ASI Heritage to prepare a Heritage Impact Assessment. Once the assessment is received it will be circulated to the committee

along with the preliminary urban design peer review for comment. When asked if the applicant's heritage impact assessment will only address the McGibbon project, J. Markowiak responded that may be the case but the peer review may take into consideration other projects.

Timeline wise J. Markowiak believes the Town's statutory meeting may be held toward the end of February or early March. Following the public meeting, the consultants of both peer reviews will be invited to attend a Heritage Halton Hills committee meeting for further discussion. At that time the applicant will be provided with all comments to take away for further review.

J. Markowiak invited members to forward any comments or concerns to his attention.

1D Halton Heritage Resource Centre (Museum Master Plan Implementation)

The Regional Municipality of Halton's Report No. KOS102-15, Museum Master Plan Implementation Update and Proposed Site Evaluation Process for the Halton Heritage Centre, was distributed to members.

Members discussed the transition of the museum into office space, the search for new site for the Halton Heritage Centre and the challenge of hosting the proposed travelling exhibits without dedicated space.

Recommendation No. HERITAGE-2016-0002

THAT Heritage Halton Hills receive The Regional Municipality of Halton's Report No. KOS102-15, Museum Master Plan Implementation Update and Proposed Site Evaluation Process for the Halton Heritage Centre for information.

CARRIED

Programs

2A Demolition Clearance Forms (DCF)

- (i) Since November 18, 2015, Demolition Clearance Forms were received and approved for the following properties:
 - November 20, 2015, 340 Main Street North, Acton (house)
 - December 21, 2015, 15 Ann Street, Georgetown (previously demolished house)
 - January 6, 2016, 13250 27 Side Road (garage)
 - January 15, 2016, 314 Maple Avenue, Georgetown (house)
 - January 15, 2016, 13659 Sixth Line, Limehouse (house)
- (ii) DCF Process: Councillor T. Brown expressed concern that, in the past year, a few properties were already demolished prior to submission of the Demolition Clearance Form to the committee. He suggested the committee meet with staff to address the demolition clearance form process.

2B Heritage Property Tax Refund Program (HPTRP)

A. Mancuso prepared the 2016 Heritage Property Tax Refund Program (2015 Tax Year) mailing. New this year, the mailing will be sent by registered mail to property owners (week of January 25, 2016). Copies of the application form, checklist and information package will be emailed to members for information.

2C Heritage Property Grant Program

(i) Status of Grants: prior to Christmas, A. Mancuso emailed property owners regarding the status of their outstanding grant award(s). Beaumont Mill followed up and is in the process of completing work and paperwork for grants awarded in 2012, 2013, 2014 and 2015. Williams Mill submitted a written request for an extension of time to complete work for the 2014 grant. Despite a number of attempts, there has been no response from the Syndicate Housing Heritage District (83 Bower Street) 2013 grant applicant. Members discussed next steps.

Recommendation No. HERITAGE-2016-0003

THAT staff contact the Syndicate Housing Heritage District Chair, to request assistance;

AND FURTHER THAT if the District Chair does not receive a response, the matter be turned over to members R. Denny and A. Douglas for follow up.

CARRIED

2D 2016 Summer Heritage Researcher Position

Members discussed staffing the position and projects to include hyperlinking the list of designated properties on the Heritage Register with their corresponding designation report(s) and by-law(s).

Recommendation No. HERITAGE-2016-0004

THAT Heritage Halton Hills re-hire A. Mior for the 2016 summer heritage researcher position;

AND FURTHER THAT J.M. Rowe offer the position to A. Mior with the understanding the length of work term is based on the availability of federal funding.

CARRIED

R. Denny suggested the summer position look into other funding opportunities for designated properties. J.M. Rowe noted it could be part of a marketing strategy but cautioned that all information would need to include a disclaimer the committee and Town does not endorse any service or company.

Members discussed the need for marketing and the 2017 summer position. V. Inglis volunteered to look into a marketing strategy to be tied in with the 2017

budget and summer student position. To ensure this matter is included in the 2017 budget discussion, members agreed it should be finalized at the committee level no later than June 2016.

Heritage Register

R. Petkovic commented he received an email announcing Professor Shipley of the Waterloo Resource Centre is retiring. An upcoming meeting is scheduled at the university (Waterloo) to determine the future of the centre. R. Petkovic will forward the email to members and staff.

R. Denny suggested the legend on the first page of the heritage register of Listed Cultural Heritage Properties include directions to assist users when looking up addresses on roads with numerical names. Many people do not know which numerical roads are spelled out (e.g., Fourth Line, Sixth Line, etc.) and which ones are simply numbered (10 Side Road, 17 Side Road, etc.).

Heritage Designation: Proposed, Committee Report(s), Report(s) to Council, By-Law(s), Plaque Unveiling

3A Wording for Perkins House designation plaque, 88 Bower St., Acton

J.M. Rowe circulated the proposed wording for the Perkins House designation plaque for committee approval.

PERKINS HOUSE

This fine brick residence was added to the quality homes on Bower Street in 1891 by Joseph Perkins. The unique "T" layout in a Gothic revival style and the fine condition of many elements in the house make it an excellent example of late 19th century homes in Acton.

Recommendation No. HERITAGE-2016-0005

THAT Heritage Halton Hills approves the wording, composed by member J.M. Rowe, for the Perkins House designation plaque;

AND FURTHER THAT staff coordinate the purchase of the plaque.

CARRIED

3B Designation report for 14249 Tenth Line, Ballinafad (Rolling Hills Farm)

J.M. Rowe circulated Ontario Regulation 9/06, Criteria for Determining Cultural Heritage Value or Interest, and a schedule he prepared for Determining Criteria for Rolling Hills Farm. Members discussed the various features of Rolling Hills Farm and content for the designation report. There is great interest in the fact that Her Majesty Queen Elizabeth II, Queen of Canada stayed here as a guest of Brigadier and Mrs. Wallace in 1973.

J.M. Rowe will continue to research the property and prepare a final designation report for committee approval at a future meeting.

3C Signage Program

J.M. Rowe showed members the latest Signage Program sign he will deliver to 49 Market Street. An updated listing of all of the Signage Program requests completed to date was distributed to members.

Projects, Steering Committee(s), Membership

4A DRAFT Heritage Brochure

A. Douglas circulated three versions (colour, sepia and black and white) of the draft brochure to the committee. Members discussed the style and content of the brochure and requested the combination of a sepia background for text with property photos in colour. The title of the brochure was changed from Heritage Designation to Heritage Halton Hills and will appear at the top of the first panel.

The committee would like to finalize the brochure in time for the Community Open House on February 27 (see item 5A) but due to requested changes and final committee approval, members agreed the individual panels of the brochure could be enlarged for the display and members of the public could sign up to receive a copy of the brochure by mail or email when printed.

For Information, Announcements & Upcoming Events

5A Preparing Committee Volunteers and Display Board for Community Open House Saturday February 27, 2016, 10 a.m. – 4 p.m. at Georgetown Market Place Mall

A sign-up sheet for volunteers was circulated to members during the meeting. A. Mancuso will email members for shifts still requiring volunteers.

Items for Next or Future Agenda(s)

6A Marketing

Adjournment

The meeting adjourned at 8:53 p.m.

Next Scheduled Meeting

Wednesday February 17, 2016, 6:30 p.m., Esquesing Room