

CULTURAL HERITAGE COMMITTEE AGENDA

Date: Wednesday, February 16, 2022 at 3:00 pm.

Chair: Angela Bobier

Location: Virtual Meeting

- a) Adoption of the minutes from Wednesday, January 19, 2022, held electronically.
- b) Delegation - None
- c) Heritage Designations:
 - 13568 Dunborough Road, Crinan Community Centre
 - 27401 Celtic Line, Tait
 - 13240 Largie Road, Largie Cemetery
- d) Municipal Building Renovation
- e) Elgin County Archival pictures for the Burwell's Corner sign
- f) Doors Open, 2023
- g) Heritage Committee Recruitment
- h) On-Going Matters:
 - a) Iona Park Naming Recommendation (Lumley Park and Iona Hall)
 - b) Hamlet Interpretive Signs
 - c) Elgin County Cycling Mural Trail Project
 - d) Port Talbot Bronze Federal Plaque Preplacement
 - e) New Ontario Heritage Tool Kit
 - f) Dedication and memory tribute for Elaine Brown
- i) Upcoming Event(s):
 - a) Heritage Committee Training – **May 31, 2022**, from 5:00 pm to 9:00 pm
 - b) Backus Page Museum - Podcast - Life in the Talbot Settlement – every other Wednesday
 - c) Doors Open 2023 - TBD
- j) Meeting adjournment.

Next Meeting: The next meeting will be held Wednesday, March 16, 2022 at 3:00 p.m. (Location TBD).

CULTURAL HERITAGE COMMITTEE MINUTES

January 19, 2022 at 3:00 pm
Electronic Meeting

	ACTION
<p>Present: Deputy Mayor Hentz, Angela Bobier, Blair Ferguson, Laurence Grant, and Tracey Pillon-Abbs – Planner.</p> <p>Regrets: Kate Morreau - Executive Assistant.</p> <p><u>Resignation</u> Tracey informed the Committee that Ron Ross has submitted his resignation to the Committee effective immediately. His involvement has been greatly appreciated.</p> <p><u>Chair Nomination</u> Tracey noted that Council has updated the Terms of Reference for the Committee, which includes the nomination of a chair for 2022, for a 12 month period. Tracey asked if the Committee can nominate a chair.</p> <p>Motion to nominate Angela as the Chair for 2022 by Mike and seconded by Blair. CARRIED.</p> <p><u>Approval of the Agenda</u> Angela asked if the agenda can be approved. No comments were received.</p> <p>Motion to approve the Agenda by Mike and seconded by Blair. CARRIED.</p> <p><u>Adoption of the Minutes – November 17, 2021</u> Angela asked if there were any errors or omissions. No comments were received.</p> <p>Motion to adopt the amended minutes of November 17 2021 by Mike seconded by Blair. CARRIED.</p> <p><u>Delegation</u> – NONE</p>	

	ACTION
<p><u>Heritage Designation/Register Updates</u></p> <p>a) <u>13568 Dunborough Road, Crinan Community Centre</u> – research on-going.</p> <p>b) <u>27401 Celtic Line, Tait</u> – research on-going.</p> <p>c) <u>13240 Largie Road, Largie Cemetery</u> – research on-going.</p>	<p>All</p>
<p><u>Doors Open</u></p> <p>a) Discuss outcomes of the 2021 Event – Overall, positive feedback from participants was received. The Committee was requested to bring all signs back to the Municipal Building for storage.</p> <p>b) Ways to improve the process. The Committee was provided with an event matrix for review, prepared by Kate. The matrix can be used to identify roles, responsibilities, deadlines, checklists, etc.</p> <p>c) Identify event sub chair for 2023 Event – The Committee decided to wait until the new members have started to identify an event sub chair for the 2023 event. The Committee discussed a possible theme could be natural heritage features, which would include trails, naturalized yards, parks, bogs, etc. Possible partnership with the Lower Thames Valley Conservation Authority (LTVCA). Another outdoor event may be prudent in case there are continued covid restrictions.</p> <p>d) Pre-planning template for 2023 Event – Laurence previously shared a template. Sub chair (when appointed) to review as part of the next event. The template can be used in conjunction with the event matrix.</p>	<p>All</p> <p>TBD</p>
<p><u>Heritage Committee Annual Report</u></p> <p>Tracey explained that Dutton Dunwich Council has approved the annual report at their regular meeting of December 15, 2021. The report was prepared by Kate.</p> <p>Updates to the Terms of Reference have been approved as well, including the term of the chair. A copy of the revised Terms of References was provided to the Committee. Kate will ensure the document is made available on the Municipal website.</p> <p>Properties added to the Register were 27401 Celtic Line – Tait and 13240 Largie Road - Largie Cemetery. Tracey has updated the list on the Municipal website.</p>	<p>DONE</p>

	ACTION
<p>Recruitment of three (3) new committee members is required and the Committee confirmed that the process of recruitment will commence in February of 2022. An advertisement will be placed in the local newspaper, Municipal website, and social meeting (February). Deadline for written interest and Committee review (March) and make recommendations to Council for the appointments and Council approval (April). That would have a May 2022 start for the new members, just before the training. Kate will work on keeping this process moving forward.</p>	<p>AD DONE</p>
<p><u>Heritage Training</u></p>	
<p>Tracey provided correspondence from Bert Duclos, the heritage trainer. He has confirmed the following:</p>	
<p>The spring of 2021 is wide open. So pick a date and time and we'll pencil it in. I can maintain the \$300 for the four hour session but hope you agree we can revisit the \$80 travel fee in the spring to see where gas prices end up, as well as the \$12 per head for handout material to see if printing costs go up.</p>	
<p>My presentations are updated to reflect this year's amendments to the <i>Ontario Heritage Act</i>. According to my former colleagues, I expect the revised Ontario Heritage Tool Kit and revised InfoSheets will be released by the spring.</p>	
<p>The committee recommended in-person training on either Tuesday, May 24, 2022 or Tuesday, May 31, 2022, from 5:00 pm to 9:00 pm would be appropriate. Tracey to contact the trainer to confirm the date and availability. Beverages/light dinner will be provided by the Municipality. The Committee also confirmed that the invite can be shared with Dutton Dunwich Council and nearby municipalities if there are no covid restrictions. Iona Hall would be a recommended location.</p>	<p>Tracey</p>
<p><u>Ongoing Matters</u></p>	
<ul style="list-style-type: none"> • <u>Iona Park Naming Recommendation – Lumley Park</u> Nothing new to report. Open house expected in the spring. 	<p>Mike</p>
<ul style="list-style-type: none"> • <u>Hamlets Interpretive Signs</u> Laurence has provided information for the Iona sign to be located under the existing sign. The text may need to be reduced. Colin McGugan has also sent Angela information on some wording. 	<p>Laurence</p>
<p>Angela to work on the Burwells Corner sign. She is waiting for picture permissions. She has the template as well.</p>	<p>Angela</p>
<p>Blair to work on the Wallacetown sign.</p>	<p>Blair</p>

	ACTION
<p>The Committee to review what has been prepared to date and provide comments for the next meeting.</p>	All
<ul style="list-style-type: none"> • <u>Elgin County Cycling Trail Project</u> Nothing new to report. 	Mike
<ul style="list-style-type: none"> • <u>Port Talbot Bronze Federal Plaque Replacement</u> Nothing new to report. Jessica Small from the Municipal Office is working on this. 	Mike
<ul style="list-style-type: none"> • <u>Ontario Heritage Act (Bill 108)</u> Final Tool Kits will be shared with the Committee as soon as it becomes available. 	Tracey
<ul style="list-style-type: none"> • <u>Wood Windows Preservation - Architectural Conservancy of Ontario Working Group</u> The final report has been reviewed by the Committee. This item can now be removed from the agenda. 	Item to be removed
<u>New Business</u>	
<p>Dedication and memory tribute for Elaine Brown – the Committee discussed that they would like to do a bench at the Tryconelle roadway sign. The tribute should include the work she has contributed to the entire municipality.</p>	Angela
<p>The Committee also discussed the option of a carolinian (butternut) tree planting. Angela to review the requirements and confirm the location.</p>	Angela
<p>Angela provided an update on a teaching tribute as well regarding restoring a local schoolhouse.</p>	Angela
<p>Cemeteries – Angela explained that there is a podcast now for each cemetery. People are being encouraged to attend the cemetery and listen. Each podcast will air on a Wednesday.</p>	Angela
<p>Social Media – Angela will continue to operate the Heritage Committee Facebook page. Laurence and Blair have information to share and will give it to Angela to post regarding Iona Road and Highway 3.</p>	Laurence and Blair
<p>History Project – Angela is looking for people 50 years old and older to interview as part of an oral history project. The Committee is to make any recommendations that come to mind.</p>	All
<p>Reg Miller – Blair asked where his family farm was. Angela will review the book Reg Miller wrote about his family and will pass on the information to Blair.</p>	Angela

ACTION**Upcoming Events**

- k) Backus Page Museum – Podcasts heard every Wednesday (www.anchor.fm).
- l) Heritage Committee Training – Spring 2022
- m) Doors Open 2023 - TBD

Meeting Adjournment

The next meeting will be held on Wednesday, February 16, 2022 at 3:00 pm. Location – TBD.

Motion to adjourn by Blair and Seconded by Laurence. CARRIED.

The meeting adjourned at 3:58 pm.



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