

Heritage Sub Committee Meeting

Date: Monday, January 20, 2025
Time: 6:00 pm
Location: L.R. Wilson Heritage Research Archives
286 King St, Port Colborne, ON L3K 4H2

Members Present: Cheryl MacMillan
Jeffrey Piniak
Gary Hoyle
Joseph (Luke) Brazeau
Bonnie Schneider
Micheal Hili (from Museum Board)

Staff Present: Stephanie Powell Baswick, Director of Museum and Culture
Steve Shypowskyj, Director of Public Works
Diana Vasu, Planner
Michelle Vosburgh, Archivist
Laura Blain, Project Manager – Facilities

1. Call to Order

The Chair called the meeting to order at 6:01 p.m.

2. Adoption of the Agenda

Moved By Gary Hoyle

Seconded By Cheryl MacMillan

That the Heritage Subcommittee agenda dated January 20, 2025, be adopted as amended.

Carried

3. Disclosures of Interest

4. Approval of Minutes

4.1 October 15, 2024, Meeting Minutes

Moved By Bonnie Schneider
Seconded By Cheryl MacMillan

That the minutes of the October 15, 2024, Heritage Subcommittee meeting be approved as presented.

Carried

5. Staff Updates

5.1 Progress on Heritage Policies

The Planner advised that an Alternative Notice Policy for designating heritage properties is forthcoming, with the advice of the Committee included, then advised that the Finance Department confirmed there is no budget available for heritage designations. The Planner noted that notice of the forthcoming policy can be placed in the print newspaper to inform residents of the upcoming change of notification methods, and requested additional feedback regarding the best ways to ensure appropriate public engagement in the Alternative Notice Policy.

Member MacMillan suggested posting required notices on the City's social media channels.

The Director of Public Works suggested notice of the Alternative Notice Policy could be included with tax/water bills.

The Director of Museum and Culture suggested preparing a 2025 tactical plan could assist in requesting additional funding from Council to support designating heritage properties using print newspapers, if required.

5.2 2024 Meeting Summary

The Heritage Subcommittee requested that a 2025 meeting schedule be prepared, then noted the next meeting would be on February 24, 2025, at 6:00 p.m. at the L. R. Wilson Heritage Research Archives (286 King Street, Port Colborne).

5.3 Process for Heritage Property Designation and Heritage Conservation District Establishment

Member MacMillan suggested that, if the City were to consider establishing a Heritage Conservation District on West Street, the property owners should be polled before beginning the process to confirm their support.

Member Schneider suggested that, if the City were to consider establishing a Heritage Conservation District on West Street, this project should wait until after 2027 to allow the heritage designation project to be completed first.

6. Order of Business

6.1 Updated Heritage Register

The Planner presented an updated Heritage Register to the Heritage Subcommittee, noting that no information on the previous Register was removed, just reformatted for clarity. The Planner then requested assistance in identifying any data entry errors which may have arisen over the years.

The Archivist and the Archives Assistant offered their support in finding any data entry errors.

6.1.1 Listed and Ranked Heritage Properties

6.1.2 Designated Heritage Properties

6.1.3 Clarification of Data on Listed Properties

6.2 Humberstone Township Hall - Proposed Redevelopment

The Director of Public Works and Laura Blain, the Project Manager - Facilities, provided a presentation on the proposed redevelopment of 76 Main Street West, the old Humberstone Township Hall, into a childcare facility.

The Archivist provided a brief overview of the history of the property.

The Heritage Subcommittee emphasized their desire to protect the heritage features of the property, but noted their preliminary support of the proposal, subject to the redesign protecting the heritage features.

7. New Business

7.1 Firelane 2 Pillars

The Heritage Subcommittee requested further information on when Public Works would be addressing the deterioration of the pillars at the easternmost point of Firelane 2.

The Director of Public Works confirmed that a site visit would be scheduled with the new Fire Chief, and that an update on the status of the

pillars would be provided at the next meeting of the Heritage Subcommittee.

7.2 Tennessee Gates Update

The Director of Public Works confirmed that the Tennessee Gates project was completed.

8. Adjournment

The Chair adjourned the meeting at approximately 7:25 p.m.

Chair

Staff Liaison