



Gravenhurst Municipal Heritage Committee - Minutes Tuesday, December 12, 2017

Those in attendance were

Committee Members

Michael Wayling, Vice Chair
Barb Barrowman
Eileen Godfrey
Nancy Lynch
Carol-Anne Simpson
Richard Tatley

Council Representative

Sandy Cairns

Staff

| | |
|--------------|--------------------------------------------------|
| K. Kirton | Manager of Planning Services |
| A. Taylor | Senior Coordinator, Marketing and Communications |
| J. Montreuil | Deputy Clerk / Committee Coordinator |

Guest(s)

Colin Old
Larry Carroll

Regrets

Bill Allison
Sylvia Purdon
Henry Smith, Chair

I. Call to Order

The Vice Chair called the meeting to order at 4:30 p.m.

II. Adoption of Agenda

Moved by R. Tatley
Seconded by C. Simpson

#25 **BE IT RESOLVED THAT** the Agenda for the Gravenhurst Municipal Heritage Committee dated December 12, 2017 be approved as circulated.

CARRIED

III. Disclosure of Pecuniary Interest

None noted.

IV. Approval of Minutes

a) Minutes - Municipal Heritage Committee - October 10, 2017

Under item No. V. a) A.P. Cockburn Committee – Naming of Civic Holiday references to Larry Carroll were removed.

Under item No. IX. b) Holly Manger Church, reference to Reverend J. Merkley was replaced with Reverend H. Manuel, and the addition of J. Merkley as an individual in attendance.

Moved by N. Lynch

Seconded by S. Cairns

#26 **BE IT RESOLVED THAT** the Minutes of the Gravenhurst Municipal Heritage Committee meeting dated October 10, 2017 be approved as amended.

CARRIED

V. Deputations

VI. Correspondence

VII. Working Group Reports

a) Doors Open Working Group

Committee requested and received clarifications surrounding procedure in appointing members to Working Groups.

Committee were advised that the event will be held on September 29, 2018.

Committee engaged in a discussion surrounding themes and received registration confirmation with the Province.

Committee were encouraged to direct event requests, questions and concerns to their Staff Liaison and Amy Taylor.

Moved by S. Cairns, Seconded by E. Godfrey **BE IT RESOLVED THAT** Carol Ann Simpson, Larry Carroll, Eileen Godfrey and Barb Barrowman be appointed as members of the Doors Open Working Group, **AND THAT** Carol Anne Simpson will provide monthly reports to the Municipal Heritage Committee on behalf of the Working Group. **CARRIED**

b) Properties of Interest (POI) Working Group

- Follow- Up: Wild Blueberry Concession

Committee received historical information about the site and surrounding access points, and confirmation of official naming as "A Muskoka Tradition".

ACTION: C. Old. to conduct road research and update Committee on the findings.

- Follow-Up: Swedetown

Committee received confirmations on historical information surrounding Swedetown including feedback received on the proposed interpretative panels/storyboards.

Committee engaged in a lengthy discussion surrounding quantity, language, type, size, color scheme, estimates, installation costs, budget requirements, prospective locations of interpretative panels/storyboards and unveiling ceremonies.

Committee were presented with a spreadsheet from the Property of Interest Working Group.

Committee engaged in a lengthy discussion surrounding property inclusions and exclusions and revisions to the current Municipal Register.

Committee engaged in a lengthy discussion surrounding assessment scores and designation priorities for review in 2018.

ACTIONS:

- Working Group to forward additional notes to the Staff Liaison to be included in the updates to the Municipal Heritage Register.
- Staff Liaison to update the Municipal Heritage Register by cross referencing the Properties of Interest Working Group's notes and report back to Committee.

VIII. Unfinished Business

- a) Follow-Up: Community Family Signs - Examples

Committee engaged in a lengthy discussion surrounding techniques in identifying individuals and families including communication and marketing strategies.

Committee engaged in a discussion surrounding historical recognition initiatives currently in progression / development such as the historical newspaper project.

- b) Follow-Up: Communities in Bloom - Rating Results: 2017 National Edition, Canada 150

Committee received details from Councillor Cairns surrounding the Town's scoring results

from the various criterion judged in conjunction with the Canada 150 events.

Committee requested and received clarifications on a report to Council, community support and volunteerism, judging criterion, and other community results.

c) Follow-Up: Narrows Lighthouse Rebuild Communication

Committee received confirmation from the Senior Coordinator, Marketing and Communications that a video was created in conjunction with the lighthouse project.

Committee requested and received information surrounding artifact preservation which will be on display at the Muskoka Discovery Centre.

d) Follow Up: Southwood Church Designation

Committee requested and received clarifications on the procedural requirements required in the designation of the Southwood Church.

ACTION:

- Property of Interest Working Group to draft the heritage statement to accompany the designation by-law schedule for review and approval by Committee at the next meeting.

IX. New Business

a) Election and Appointment of Chair - *Deferred*

b) Updates to Committee Terms of Reference

Committee reviewed the proposed updates to the Committee's Terms of Reference which comprised solely of revisions to the defined role of the Staff Liaison and the inclusion of the newly created role of Committee Coordinator.

Committee received information surrounding the evolution of the Staff Liaison and Committee Coordinator roles with respect to all Committees of Council.

Moved by N. Lynch

Seconded by C. Simpson

#27 **BE IT RESOLVED THAT** the Gravenhurst Municipal Heritage Committee recommend approval to Council to adopt their Terms of Reference updated in November 2017 as attached.

CARRIED

c) 2017 Year End Report & 2018 Draft Workplan Review

Committee briefly reviewed grammatical changes made by the Staff Liaison and engaged in a discussion surrounding the role of Committee, 2018 goals and objectives, and the format of circulation to Council.

Committee amended Page 8 to appropriately name and identify for designation the following structures in 2018: Albert Hill's / Gadsby's, Bethune Memorial House, Vincent Finch/Lindsell House, Southwood Church, and Gull Lake PUC.

ACTION:

- Staff Liaison to circulate the final version to Committee upon making the approved amendments.

Moved by C. Simpson

Seconded by B. Barrowman

#28 **BE IT RESOLVED THAT** the Gravenhurst Municipal Heritage Committee endorse their 2017 Year End Report and 2018 Work Plan as attached.

CARRIED

d) 2018 MHC Budget

Committee engaged in a lengthy discussion surrounding budget appropriation, and information surrounding budget needs for the 2018 Workplan.

Committee requested and received procedural clarifications in requesting an independent budget and allocation increase from Council.

Moved by E. Godfrey, Seconded by R. Tatley, **BE IT RESOLVED THAT** the Gravenhurst Municipal Heritage Committee request that the budget line for the Municipal Heritage Committee be separate and apart from the Gravenhurst Environmental Advisory Committee budget line, **AND THAT** the Gravenhurst Municipal Heritage Committee hereby request that the sum of \$2,500.00 be budgeted in order to meet the goals as set out in the 2018 Work Plan. **CARRIED**

e) Plaque Purchases

Committee were circulated the Narrow's Lighthouse and Southwood Church plaques and engaged in a discussion surrounding future plaque purchases.

f) Built Heritage Award Signage - *Deferred*

g) Participation in the 2018 Gravenhurst Winter Carnival Event

Committee received confirmation regarding the Winter Carnival Heritage Walk including dates, times and logistics.

Committee were advised that members will be required to participate and speak.

ACTION:

- Senior Coordinator, Marketing and Communications will report back to Committee once the Winter Carnival Committee confirms the event details in January, 2018.

X. Adjournment

Next Meeting Date: Tuesday, January 9, 2017 @ 4:30 p.m., Council Chambers

Moved by B. Barrowman, Seconded by N. Lynch, the meeting adjourned at 6:35 p.m.

"Original Signed"

Vice Chair

"Original Signed"

Committee Coordinator