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**Leamington Municipal Heritage Advisory Committee (LMHAC)**

**AGENDA**

**Wednesday, June 27, 2018 at 3:00 PM**  
**Room #112, 111 Erie Street North**

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- A. Call to Order: Chair
- B. Minutes:
  - 1. May 23, 2018  
Pages 2 to 4
- C. Reference Materials:
  - 1. CHO Newsletter - N/A
  - 2. Windsor Community Museum Newsletter - N/A
  - 3. Ministry Correspondence - N/A
- D. New Business:
  - 1. Ontario Heritage Conference Presentation
  - 2. "Building & Maintaining a Heritage Register" by CHO
- E. Other:
  - 1. Social Media Update
- F. Adjourn:

Next Regular Meeting: July 25, 2018



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**Leamington Municipal Heritage Advisory Committee (LMHAC)**  
**MINUTES**

Wednesday, May 23, 2018 at 3:00 PM  
Ante Room, 111 Erie Street North, Leamington

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**Members Present:** Bill Dunn  
Maria Kouhang  
Mark Stevenson - Chair  
Tony Duncan  
Lee-Anne Setterington (3:13)

**Regrets Only:** Chris Chopchik, Scott Holland

**Staff Present:** Heritage Research Student- Olivia Ashton

**Call to Order:**

Chair Mark Stevenson called the Meeting to order at 3:02 PM.

**Minutes:**

**Moved by:** Tony Duncan                      **Seconded by:** Maria Kouhang

That the minutes of the April 25, 2018 meeting of the Leamington Municipal Heritage Advisory Committee be adopted.

**CARRIED**

**Business Arising from Minutes:** None

**Reference Materials:**

1. CHO Newsletter - N/A
2. Windsor Community Museum Newsletter - N/A
3. Ministry Correspondence - N/A

**New Business:**

1. Heritage Permit Applications
  - i. Draft copies of the heritage permit application were distributed among the LMHAC members at the meeting. There will be two separate applications, one for listed properties and one for designated. Olivia went through each permit and explained the differences. Members supported the idea and there were no issues. The permits will be brought to management for discussion and review.

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2. Property Research Requests

- i. Olivia briefly went through each of the proposed heritage properties that will be researched. The properties are as follows: 7 Nelson Street, 11 Seacliff Drive West, 72 Talbot Street West, 82 Talbot Street West, 99 Talbot Street West, and 6-10 Erie Street South. Most of the property owners have reached out to the Municipality and expressed interest in the history and date of construction of their home. All of the buildings are located in the urban area. Bill mentioned that choosing buildings in the downtown area would be beneficial for Leamington's tourism because it would promote heritage and identify possible structures for inclusion in a walking tour. Lee-Anne mentioned she is familiar with the process of creating and ordering brass plaques. The LMHAC hopes to display small plaques on the exterior of buildings, highlighting the history, but are still in the process of researching and developing a plaque program.

**Other:**

3. Bank Theatre Update

- i. The committee suggested adding the Bank Theatre to the list of properties to research. Lee-Anne suggested inviting the current owners/ operators to a future LMHAC meeting to present the findings. The presentation could highlight the key heritage attributes/ features of the Bank Theatre's exterior and the adjacent proposed ticket booth.

4. Ontario Heritage Conference 2018 - Sault Ste. Marie

- i. Olivia mentioned that she was awarded a Student Subsidy by Community Heritage Ontario (CHO) to attend the Ontario Heritage Conference in Sault Ste. Marie from June 7-9, 2018. Olivia will give a presentation on her experience at the next LMHAC meeting at the end of June.

5. Lakeview Cemetery Tour

- i. Lee-Anne discussed her idea for a tour that she would like to offer in Lakeview Cemetery based on Victorian monuments and symbolism. She was wondering if the committee could assist her in gathering research and records about the cemetery and in identifying some of the oldest tombstones/ grave markers (as many are illegible). Olivia mentioned scheduling a meeting with Lee-Anne and Kyra Knapp to discuss the cemetery tour with respect to culture and tourism.

**Adjournment:**

That the meeting adjourned at 4:00 PM

**Carried**



Municipality of  
**Leamington**  
live | play | work

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The next LMHAC Committee meeting date is **Wednesday, June 27, 2018 at 3:00 PM.**

*Signature on File*

**Mark Stevenson, Chair**

**\*\*To be signed by the Chair acting on the day the above LMHAC meeting was held.**

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