

Heritage Uxbridge Committee

MINUTES

April 19th, 2017

The meeting was called to order at 7:05 by Robin C.

PRESENT:

Robin Coombs	Arran Brannigan	Helen Pruss	Eileen Wilson
Nancy Marr	Pam Beach	Maggie MacKenzie	Tamara Williamson
Bob Prince			

REGRETS:

Robin John, Bev Holliss

ABSENT:

NEXT MEETING: May 17th, 2017, Scribe's Room, Township Office

AGENDA / MINUTES:

The March minutes (with amendments to the writing of the LED letter to Council by Tamara W., as well as the new business name of 'The Passionate Bistro', and the current agenda, were adopted following a motion from Arran, seconded by Eileen, passed.

CORRESPONDENCE:

- ONTARIO HERITAGE CONFERENCE – Robin C. reminded everyone that if there's anyone who wishes to attend, expenses would be covered. In Ottawa in June.
- MINISTRY OF CULTURE – Robin C. had forwarded on via email the letter from the Ministry regarding the waiving of tariff fees at the Land Registry Offices for our committee's members.
- 28 MAIN ST. S. (MELLOW HOUSE) – former committee member Debbi Jefferson had made Robin C. aware of this house being put on the market. Discussion over the repainting of the outside from the familiar yellow to a green.
- CHONews – handed out newest edition.

ISSUES ARISING FROM LAST MINUTES:

- LED SIGN LETTER. – Robin C. read out a letter of apology he wrote to Council. The committee indicated that should he tender his resignation from the committee, it would not be accepted. With respect to Councillor's Malloy's assertion that signage is not part of our mandate or by-law; Robin offered that indeed our mandate does not speak to signs, but the sign by-law (of which Special Section 5 deals specifically with the Special Sign District itself) covers the township in its entirety (Section 2-Administrative, 2.1 – Intent and Scope, "This bylaw shall apply to the whole of the township of Uxbridge..."). As such, the LED sign would be subject to our by-law's parameters. Arran offered to review our current Mandate/Terms of Reference (ToR), and cross-reference with any applicable bylaws. Maggie M. offered to look at local town and village comparators' Mandates and/or ToR's. Further, going forward, agreed that any correspondence to be submitted to Council shall be vetted through all committee members first, and then sent on behalf of the committee with the Chair's name. Robin C. mentioned a memo from Debbie Leroux

dated October 2007 that spoke about our Mandate/ToR. He will get in touch with her with respect to what existed previous to that date (when the committee was known as the Local Architectural Conservation Advisory Committee (LACAC), and what exactly was updated and why.

- As an aside, Maggie M. made a motion that she take over Secretarial duties, commencing with the next regularly scheduled meeting. Eileen seconded, motion carried.

MUSEUM BUILDINGS DESIGNATIONS – At recent Council meeting, discussion ensued over how and why the buildings were or weren't designated. Idea put forth to designate an entire parcel of land, which could include specific structures. Questions from Council over whether can designate buildings without affecting how they might be changed/used in the future...although this is a moot point, as we've already had the buildings designated. Maggie M. will check with the Ontario Heritage Trust (OHT) for the paperwork that should have been submitted back in the day. Helen P. will check our committee's binders for any associated paperwork.

COMMITTEE DISCUSSIONS/ACTION PLAN REVIEW:

- BILL C-323 – Arran reviewed the draft letter to be submitted to Council. Asked that our members review it, and forward any changes to Arran, who will send the final copy to Robin C. for submission to Council.

COUNCILLOR'S REPORT:

- SIGN STUDY – Maggie M. is our committee's representative on the WayFinding Committee. She is unable to attend their next meeting on April 27th. Anyone who can attend, please let her know.
- PORT PERRY HERITAGE COMMITTEE – Pam to confirm that we are invited to the Tuesday, May 16th meeting (the day before our committee's next regularly scheduled meeting), and for those interested should respond to Pam so she can forward on an approximate number of attendees.
- NEW BYLAW – Advisory Committee Member Recruitment and Appointment Policy. Speaks to committee members' eligibility, composition of committee, and appointment process.

NEW BUSINESS

- Bob
 - 1st LEASIDE PROPERTY – inquired as to its status; Pam B. indicated work is to start on redevelopment of the property come spring.
- Arran
 - LIBRARY – asked if there was any further feedback from Councillor Bryan. Robin C. will follow-up on.
 - LOCAL BUSINESS FUNDING – inquired as to availability of monies available as grants or bursaries to fund businesses setting-up shop, design, signage, etc. Specifically if there is any Heritage funding, of which there isn't, at this time. There is the Community Improvement Plan (CIP), also the BIA and Chamber of Commerce that help with initial investment costs. Pam B. suggested that she might be able to get someone from Council to do a short presentation at one of our upcoming meetings to highlight just what monies are available, from whom/what groups/government plans, etc. This may kick-start the off-discussed Heritage Grant that our committee would like to see established... Could potentially be a long-term goal for the committee...
- Maggie
 - WAYFINDING CTTEE. – currently there are 14 entry ways into town that have been identified. Varying kinds of signs, and what they identify already exist. New committee seeking input as to new, all-encompassing signage, notable attractions, distance to a place, etc. All info in one, well-designed and though-out sign. Committee discussions include what cost, who pays for what portion of what sign, how designed. Instead of a hodge-podge of various signs, looking to clean up the clutter, make it more stream-lined, pleasing and appealing to all. Their next meeting is April 27th. **Maggie is unable to

attend-if any one of our members wishes to go in her absence, please advise her accordingly.

- Nancy
 - Canada 150 Tulip Garden – calling it the Bloom Celebration, on May 13th at 10:00.
 - Carmody House is on the Trinity House Tour, June 3rd.
 - Hiring of new curator at the museum.
- Helen
 - Sam's Convenience Store
- Pam
 - Same Sharpe statue being placed in the flowerbed at the CIBC
 - AVEC Story in Stone sculpture being placed in front of the Township office building, along with some grounds expansion and landscaping
 - CIBC – asked about possible designation of the building, as it was the town's original Imperial Bank. Table discussion until next meeting

Meeting adjourned at 9:13 p.m.

Next meeting – Wednesday, May 17th, 2017, Scribe's Room, Twp. Office

ITEM	WHO	ACTION PLAN – TO DO LIST
1 year plan	All	Ongoing...
T.S.C. (Tractor Supply Co.) 11 Mill St.	Pam B.	Ongoing... Package handed over to Debbie L. for next steps
PowerPoint Presentation	Maggie	Work on for any possible requirement for a presentation for any number of projects and issues
Registry	Maggie	Maggie has flash drive, Robin gave her electronic version of Ian Woods' list as well, to incorporate some of write-ups and images into a PowerPoint presentation for a deputation to Council.
Mandate/Terms of Reference	Arran, Maggie	Arran-Review, cross reference with any applicable bylaws Maggie-look at other local comparators
Museum Buildings Des.	Maggie	Check with Ontario Heritage Trust for any paperwork that might have been submitted at time of designation
Bill C323	All	Review Arran's letter, forward changes to him in preparation to submit to Council on behalf of HUX
New Business Funding	Pam	Will arrange to have someone from Council to do a short presentation at an upcoming meeting to review different forms of financial assistance that are available from various sources (CIP, BIA, Chamber of Commerce, etc.)

Heritage Uxbridge Agenda

May 17th, 2017

Uxbridge Town Office – Scribe's Room

- 1. Call to Order**
- 2. Approval of May's agenda, and April's minutes**
- 3. Guest – Mayor Geri Lynn O'Connor**
 - i) 12 Spruce St. (report to be submitted)
 - ii) Museum grounds buildings designations
 - iii) List from Brian P.? / Canadian Tire LED sign
- 4. Correspondence**
- 5. Issues arising from last minutes**
 - i. Brian P.'s list of businesses with signage infractions
- 6. Committee Discussions/Action Plan review**
 - i. Bill C-323 (Arran)
- 7. Councillor's Report**
- 8. New Business**
 - i. Helen-new sign, 4 Toronto St. N. #1 (North House)
 - ii. Nancy – Snake fence at museum
- 9. Next meeting / Adjournment**