



**THE TOWNSHIP OF UXBRIDGE
HERITAGE UXBRIDGE ADVISORY COMMITTEE
HUX#05-2017
Wednesday May 17, 2017
7:00 p.m.**

Minutes

A meeting of the Heritage Uxbridge Advisory Committee of the Township of Uxbridge was held at the Township Offices (51 Toronto Street South) on Wednesday May 17, 2017 at 7:00p.m. with the following members in attendance:

Robin Coombs, Chair
Councillor Pam Beach
Arran Brannigan
Bev Holliss
Maggie MacKenzie
Bob Prince
Helen Pruss
Tamara Williamson
Eileen Wilson

Guests:

Mayor Gerri-Lynn O'Connor
Marion Bellamy, Genealogy Society

Staff:

Nancy Marr, Curator/Manager, Uxbridge Historical Centre

Regrets:

Robin John

Call to order by: R. Coombs at 7:02p.m.

Approval of Agenda

Moved by: B. Hollis

That the agenda be adopted as distributed.

Carried

Adoption of Previous Minutes

HUX#04-17 held on April 19, 2017.

Change: The colour of 28 Main Street should be noted as gun metal

Moved by: B. Hollis

Carried Unanimously

Guest – Mayor Geri Lynn O'Connor

Committee Members with Mayor O'Connor discussed the following matters:

i) 12 Spruce Street

- 30 day memorandum to research property – 1st Municipal building for the Town(not Township) of Uxbridge – egg grading station, jail and police station
- Environmental concerns – A. Brannigan spoke to the concern that it would not be a difficult undertaking to decontaminate the property, it is a common process.
- Discussion on the implementation of an architectural control by-law for downtown.
- Attempt to contact Shell Canada to discuss their intent for the property.

Motion: A. Brannigan moved that the Heritage Uxbridge Advisory Committee recommend that 12 Spruce Street be designated under the Ontario Heritage Act.

Seconded by: E. Wilson

Carried Unanimously

A. Brannigan will prepare a report for Council's review and consideration at the next scheduled Council Meeting on June 12, 2017 at 10:00 a.m.

ii) Uxbridge Historical Centre Building Designations

- Discussion arising from past meetings that there is no paperwork/by-law found for the four designated buildings at the Uxbridge Historical Centre.
- H. Pruss presented a staff report that recommended the designation of the four buildings.

- M. MacKenzie will contact Ontario Heritage Trust to investigate the possibility of any files regarding the designations.
- iii) Sign By-law**
- Discussion took place regarding the Heritage Uxbridge Advisory Committee parameters on the sign by-law. Member A. Brannigan spoke to the Terms of Reference for this committee indicating that our responsibility is to advise only within the Heritage sign district. Mayor O'Connor confirmed this statement with the committee members.
 - Discussion on having the committee work with realtors to help promote/educate potential owners/tenants to not only the sign by-law but heritage preservation/appreciation. Heritage permit required.
 - CIP Grant program/BIA funds to assist downtown businesses.
 - Mayor O'Connor will take the sign binder for review.
- iv) Heritage Registry**
- Committee held a brief discussion and agreed an enhanced and accessible version of the Township of Uxbridge Heritage Registry to include designated and inventoried buildings be pursued.
 - Currently, Heritage Uxbridge has different lists that need to be audited. On-line has 19 designated properties and 28 inventoried properties.
 - To manage this project appropriately, the committee will focus first on the heritage area as a first phase, then expand to the hamlets within the township.
 - M. MacKenzie will begin work on the first phase of this project.

Correspondence

- There was no new correspondence to report

Business Arising from the Minutes of HUX# 04-17 - April 19, 2017.

- Discussion took place regarding 28 Main Street:
 - Why was the committee not consulted on the colour change?
 - Heritage Uxbridge consider provided a letter to new owner of inventoried/designated homes review the list of rules/standards.

Committee Discussions/Action Plan Review

Bill C-323

- A. Brannigan prepared a letter to Council on Bill 323. There were no comments on the content from Committee members.
- R. Coombs will forward the letter to Council for their review and consideration

Councillors Report:

- Councillor Beach advised that there is a rumour that Uxbridge Physiotherapy will be moving and there could be the possibility of a new sign in the future.

New Business:

- H. Pruss reported of a new sign at 24 Toronto Street North #1 “The North House” No permit was issued. The Committee reviewed the sign.
- M.Marr reported the snake fence along Concession 6 at the Uxbridge Historical Centre will be taken down.

Date of Next Meeting:

Wednesday June 21, 2017 7:00p.m. - Scribes Room – Township Hall

Adjournment:

Moved by: E. Wilson that the meeting be adjourned.

Carried Unanimously

The meeting was adjourned at: 9:14p.m.



Heritage Uxbridge Action Plan

May 17 - June 14, 2017

TASK	RESPONSIBLY	ACTION PLAN – TO DO LIST	TARGET DATE	X
1 year plan	Committee Member	Ongoing...		
T.S.C. (Tractor Supply Co.)	Councillor Beach	Ongoing...		
11 Mill St.	Clerks	Package handed over to Debbie L. for next steps		
Registry	M. MacKenzie	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.	June 2018	
Mandate/Terms of Reference	A. Brannigan M. Mackenzie	Brannigan-Review, cross reference with any applicable bylaws MacKenzie-look at other local comparators Draft Recommendations	Sept 2017	
Museum Buildings Des.	M. Mackenzie	Check with Ontario Heritage Trust for any paperwork that might have been submitted at time of designation	June 2017	
New Business Funding	Councillor Beach	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.)		