



## **Heritage Burlington Advisory Committee Meeting**

### **Minutes**

Date: April 14, 2021  
Time: 7:00 pm  
Location: Virtual

**1. Members Present:**

Michele Camacho (Chair), Don Thorpe, Silje Nygaard Mikkelsen, David Barker, Barry Duffey, Angela Richardson, Len Collins, Robert Korporaal, Rick Wilson and Dan Allan (alternate)

**2. Regrets:**

Marwa Refaat, Jenna Dobson, Trisha Murray, Alan Harrington and John Ouksouzoglou (alternate)

**3. Others Present:**

Councillor Rory Nisan, Danika Guppy (Heritage Planner) and Jo-Anne Rudy (Clerk)

**4. Declarations of Interest:**

None

**5. Approval of Minutes:**

5.1 Approve minutes from meeting held March 10, 2021

On motion, the minutes from the meeting held March 10, 2021 were approved as presented.

**6. Delegation(s):**

None

**7. Regular Items:**

7.1 Heritage Planner update

- a. Heritage Property Tax Rebate Program expansion for eligible commercial heritage properties
- Danika provided an overview of the staff report and amending bylaw to implement an expansion to the Heritage Property Tax Rebate Program to include designated commercial heritage properties. The amending bylaw proposes amendments to the definitions of "Eligible Heritage Property" and "Heritage Property Tax Rebate Program" as well as to Section 9, which outlines the amount of the rebate depending on the tax class of the property. Implementation for this program expansion is expected for the 2021 tax year, with applications due early 2022. The report and amending bylaw will be going to the Community Planning, Regulation & Mobility Committee meeting of May 4, 2021.  
**Motion** - Support the recommended amendments to the Heritage Property Tax Rebate Program. - **CARRIED**
- b. Follow-up to Heritage Burlington finance-related questions
- Danika provided an overview of the sources of funding for the City's incentive programs, including the Community Heritage Fund and Heritage Property Tax Rebate Program.
  - Jo-Anne advised that all advisory committee budgets have been consolidated so committees are now required to submit a budget request with their annual report to their respective standing committee based on the priorities identified in the work plan which supports the committee's mandate and terms of reference. In addition, there are funds available to Heritage Burlington that were approved by Council in 2013, 2014 and 2015 based on the report "A New Approach to Conserving Burlington's Heritage" that are in a Reserve Fund. The use of these funds would need to be identified on the committee's work plan and approved by Council.

## 7.2 Chair's update

- Michele stated that she is working on the annual report and finalizing the work plan and budget which will be brought to next month's meeting for approval.
- Michele advised that the Burlington Historical Society (BHS) reached out to the City asking for clarification on what is classified as public art and what is a monument and while the City maintains a list of public art

in the City, nothing exists for monuments. Staff referred BHS to Heritage Burlington to address and BHS has offered to assist with the development of a list of monuments in Burlington. Len advised that he has a document called "Cast in Bronze, Carved in Stone" written by Mark Visser that provides an inventory of plaques, markers, cornerstones, etc. in Burlington and suggested the committee secure a copy. **Action** - Jo-Anne to investigate getting a copy for the committee.

- Michele advised that she and Marwa completed a visual examination of four downtown properties using the evaluation form she developed. The next step is to have a working group led by Marwa to begin the evaluation process, which she will train members on. Michele noted that Marwa has been working on fine tuning the evaluation form and Don and Rick asked to review the changes. It was noted that members cannot begin evaluating properties until after the stay-at-home order has ended.
- Michele noted that she, Danika and Jo-Anne met with Communications staff to develop a communications plan for evaluating properties for addition to the Register. The proposed communications plan includes sending a letter to inform property owners that their property is being considered for addition to the Register and following the evaluation, a second letter will be sent advising whether or not their property will be recommended for addition to the Register.

### 7.3 Heritage Week update

- Don advised that Museums has decided that the festivities for Joseph Brant Day on August 2 will be virtual with no in-person activities. Similarly, Doors Open scheduled for August 7 will be virtual only. Don noted that he is expecting that most activities for Heritage Week will be virtual but is hoping that the Aldershot bike tour and downtown walking tours can still take place.

## 8. Other Business:

- David enquired as to the status of getting heritage trees added to the Honour Roll Tree Program. Danika advised that this project is being led by Forestry staff and is being undertaken as resources allow.

## 9. Adjournment: 8:08 p.m.