



Heritage Burlington Advisory Committee Meeting

Minutes

Date: May 12, 2021
Time: 7:00 pm
Location: Virtual

1. Members Present:

Michele Camacho (Chair), Don Thorpe, Sille Nygaard Mikkelsen, David Barker, Marwa Refaat, Barry Duffey, Angela Richardson, Len Collins, Jenna Dobson, Trisha Murray, Robert Korporaal, Alan Harrington, Rick Wilson and Dan Allan (alternate)

2. Regrets:

Councillor Rory Nisan and John Ouksouzoglou (alternate)

3. Others Present:

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 April 14, 2021

On motion, the minutes from the meeting held April 14, 2021 were approved as amended.

Amend the 3rd bullet under Item #7.2 to include the following:

"Barry, Don, Rob, Rick and Dan have volunteered to be part of the working group to assist Michele and Marwa."

6. Delegation(s):

None

7. Regular Items:

7.1 Annual report and 2021 work plan refinement/approval

- Michele and Jo-Anne reviewed the committee's 2020 annual report and 2021 work plan with members.
- Barry suggested the following edits to the annual report:
 - include under "Background" that Heritage Burlington was established in accordance with legislative requirements under the Heritage Act.
 - include under "2020 Highlights" the number of development applications the committee commented on.
 - clarify under "2020 Highlights" that the OHA amendments/regs are not yet in effect.
 - thank the outgoing Chair in the last paragraph.
 - change status of New Approach 2012 recommendation #2.4 to "no longer required".
- Members were in agreement with the above. Some concern was raised related to using the terms "B, C and D" properties and the confusion this could cause property owners. Danika commented that the New Approach recommendations make reference to "B, C and D" properties so thought it best to continue for consistency. **Motion** - Approve the 2020 annual report and 2021 work plan. - **CARRIED**

7.2 Brant Inn interpretive panel

- Jo-Anne provided some background on the request from David Craig in 2019 for a Brant Inn panel and the delay that took place due to COVID. The manufacturing estimate of \$5,000 - \$5500 was shared with the committee and Jo-Anne advised that the Burlington Historical Society had kindly agreed to share up to \$2500 in the costs with the request that their logo be included on the panel and that it be installed by September. Danika advised that staff have agreed on a location for the Brant Inn panel, and will be scheduling a site visit to Spencer Smith Park for final confirmation following the lifting of the provincial stay-at-home order. The final version was provided to the committee for their review and all were very pleased with the design. **Motion** - Approve an expenditure of up to \$3,000 to produce the Brant Inn interpretive panel. - **CARRIED**

7.3 Communication Plan for evaluations

- Michele and Danika reviewed the draft Communications Plan and letter to be sent to property owners. The following comments/suggestions were made:
 - strategy of Communications Plan should include something about phasing
 - letter needs to have a warmer tone, be more inclusive, advise how heritage properties are an asset to the community and how the property owner can participate in the process.
 - include in FAQ - Who is Heritage Burlington?
 - include under Key Messages, the difference between being added to the Register and Designation.
- Michele suggested that the Communications Plan and letter be tabled to include some of the above suggestions and bring to June's meeting to discuss further.

7.4 Cenotaph Centennial Plaque update

- For the benefit of new members, Danika provided some background on the 2019 proposal for a plaque in Spencer Smith Park commemorating three maple trees planted at the original location of the Burlington cenotaph. This project was delayed due to the pandemic. Danika advised that staff are continuing to consult with other internal staff members and will be reaching out to community stakeholders as needed to prepare a design proposal, confirm feasible locations for such a plaque, and obtain cost estimates.

7.5 Heritage Week update

- Don noted that Joseph Brant Day on August 2 will be virtual with no in-person activities taking place. Similarly, Doors Open scheduled for August 7 will also be virtual only.
- Don advised that they may have the opportunity to place an article in City Talk to highlight the activities taking place during Heritage Week. This is a communication from the City that is distributed to all households.

7.6 Evaluation Framework update

- Marwa advised that there are three steps to the Evaluation Framework:

- research,
- scheduling property visits, and
- finalizing recommendations.
- Marwa noted that research can begin during the stay at home order with the data that Danika has provided.

8. Other Business:

None

9. Adjournment: 8:35 p.m.