Heritage Burlington Advisory Committee Meeting

Minutes

Date:	March 11, 2026
Time:	7:00 pm
Location:	Room 247, City Hall, second floor

1. Members Present:

Marsha Paley (Chair), Andy Lyster, Alex Winiarski, Michael Vollmer, Len Collins, Jenna Dobson, Catherine Robb and Alan Harrington

2. Regrets:

Councillor Shawna Stolte, Steve Allen and Robin Lloyd

3. Others Present:

Chloe Richer (Heritage Planner), Shameel Chankar (Heritage Intern) and Jo-Anne Rudy (Clerk)

4. Land Acknowledgement

The Chair read the Land Acknowledgement.

5. Declarations of Interest:

None

6. Approval of Minutes:

6.1 Approve minutes from meeting held February 11, 2026

On motion, the minutes from the meeting held February 11, 2026 were approved as presented.

7. Delegation(s):

7.1 Rashpal Thind spoke to Item 5.1c. - 4560 No. 4 Side Road Cultural Heritage Evaluation request and provided an overview of the property.

7.2 Larry Campbell spoke to Item 5.1c. - 4560 No. 4 Side Road - Cultural Heritage Evaluation request and provided some history of the property and surrounding area.

8. Regular Items:

8.1 Heritage Planner update

a. Bill 23 - Heritage Designation Shortlist update

- Chloe advised that the staff report recommending 10 properties for the Bill 23 - Heritage Designation Shortlist (Phase II) was deferred to the April 13, 2026 Committee of the Whole and April 21, 2026 Council meetings.
- Chloe stated that a letter to non-designated heritage property owners regarding voluntary heritage designation has been mailed out.

b. Burlington Avenue & Ontario Street Heritage Conservation District Plan & Guidelines update

- Chloe advised that the Burlington Avenue & Ontario Street Heritage Conservation District Plan & Guidelines was approved at the March 2 Special Council meeting and noted the appeal deadline is April 9, 2026.

c. 4560 No. 4 Side Road - Cultural Heritage Evaluation request received

- Chloe advised that a designation request was received from the property owners of 4560 No. 4 Side Road in fall 2025. Staff conducted a site visit and completed research and evaluation on the property.
- Chloe noted that the cultural heritage evaluation findings were that the property has Design/Physical Value, Historical/Associative Value and Contextual Value, and therefore meets the criteria under *Ontario Regulation 9/06*. Staff recommend designating the property under Part IV of the *Ontario Heritage Act*.
- Members agreed with staff's recommendation. **Motion** - Heritage Burlington Advisory Committee recommends that Council pass a by-law to adopt the Part IV designation of

4560 No. 4 Side Road under the *Ontario Heritage Act*.
CARRIED

d. Heritage Property Tax Rebate Program update

- Shameel advised that the application submission deadline passed on February 27, 2026 and 65 applications were received - 55 residential and 10 commercial. He noted there was a 16% increase in the number of applications received between 2024 and 2025.

8.2 Subcommittee updates

a. Promotions & Marketing Subcommittee

- Andy thanked Chloe and Shameel for compiling the data received from the signage survey and added that a focus group has been scheduled for April 1st for interested heritage designated property owners to participate in. Thanks to Chloe for sending out the invitations. Feedback will be provided at the next meeting.
- Alan shared information on plaques that the Burlington Historical Society has provided to property owners over the years - a total of 72 homes.

b. Heritage Week Subcommittee

- Marsha advised that the Heritage Week Subcommittee held their first meeting on February 26 and noted there are lots of great ideas for events this year (August 1-8). Trivia night, Heritage Fair and Doors Open are some of the events that will be returning along with a number of new activities related to the theme of water. Next meeting is scheduled for March 24.

9. Other Business:

- Marsha advised that Chloe brought to her attention some information from the Architectural Conservancy of Ontario who are proposing a $10M/year Heritage Helping Housing (HHH) matching grant proposal to the Province and asking that the program be included in the 2026 provincial budget. The ACO is asking for support of this proposal from municipal heritage committees and councils. Marsha reviewed a potential motion with committee and noted that Councillor Stolte is willing to bring this forward at the April 21, 2026 Council meeting. Members were in agreement.

Motion: Heritage Burlington supports the suggested motion for a $10M/year Heritage Helping Housing (HHH) matching grant program proposal from the Architectural Conservancy of Ontario (ACO), to go to the April 21, 2026 Council meeting for consideration. **CARRIED**

- Chloe shared that she followed up with the property owner of 1060 Algonquin Road and advised that he is not interested in pursuing designation at this time.
- Jo-Anne showed members three new swag items that were purchased at the end of last year for the committee to give away at their community events this year.

10. Adjournment:

Chair adjourned the meeting at 7:54 p.m.