



Heritage Committee  
Monday, January 20, 2020 @ 1:00 p.m.  
Council Chambers, Aberfoyle

1. **Call Meeting to Order**
2. **Disclosure of Pecuniary Interest**
3. **Opening Remarks**
4. **Approval of Minutes**
  - October 21, 2019 Heritage Committee Meeting
5. **Matters arising from Minutes**
  - 5.1 Report regarding the Heritage Committee Presentation to Council (Committee's Annual Report) – Lynne to provide update to the Committee.
  - 5.2 Properties pending review for addition to Municipal Register.
  - 5.3 Future properties to be plaqued – Committee to develop a template and process for future plaquing
  - 5.4 Documenting and acknowledging Aboriginal sites and heritage in Puslinch on the Township website – Lynne to provide update to the Committee.
6. **Regular Business**
  - 6.1 Report regarding student work on register.
  - 6.2 Summer Student position 2020.
7. **Other Business**
  - 7.1 Doors of Puslinch
  - 7.2 Inquiry re Barn Demolition
  - 7.3 100<sup>th</sup> Anniversary of the Cenotaph in June 2020.
  - 7.4 2020 Ontario Heritage Conference
  - 7.5 New signage for Historical Settlements
  - 7.6 Update on budget item from 2019 regarding preparation of more plaques



TOWNSHIP OF  
**PUSLINCH**  
EST. 1850



8. **Information Updates**  
None
9. **Next meeting**  
April 6, 2020 @1:00 p.m
10. **Adjournment**

## MINUTES – OCTOBER 21, 2019

### MEMBERS PRESENT

John Arnold - Chair  
Councillor Matthew Bulmer  
Barb Jefferson  
John Levak  
Mary Tivy

### MEMBERS ABSENT

None

### TOWNSHIP STAFF

Lynne Banks – Development & Legislative Coordinator

#### **1. CALL TO ORDER**

The meeting was called to order at 1:00 p.m.

#### **2. DISCLOSURE OF PECUNIARY INTEREST**

None

#### **3. OPENING REMARKS**

The Chair made opening remarks noting the items on the agenda for today's meeting.

#### **4. APPROVAL/ADOPTION OF MINUTES**

- 4.1 June 3, 2019 Meeting
- 4.2 June 17, 2019 Special Meeting
- 4.2 October 8, 2019 Special Meeting

That the minutes of the Heritage Committee meeting dated June 3, 2019, June 17, 2019 and October 8, 2019, be adopted, with a minor amendment to the June 17, 2019 Minutes, changing the typo in section 4(2) from "understating" to "understanding".

Moved by: Mary Tivy

Seconded by: Councillor Bulmer

CARRIED

#### **5. MATTERS ARISING FROM MINUTES**

##### 5.1 Report regarding the Heritage Committee Presentation to Council

- The Committee's annual report to Council has not been on the Council Agenda to date.
- Lynne Banks to confirm.

##### 5.2 Summer Student Position, 2019

- Lynne Banks advised that there is still some funding available for the heritage summer student position that wasn't used (approximately 7 hours/week) and the Township has placed notices on the University of Guelph and Conestoga College websites. See also item 6.1 in the Minutes.

##### 5.3 Properties pending review for addition to Municipal Register

- Mary Tivy advised that Julia Murray, the Township's heritage summer student filled out forms for each property and Mary Tivy is now working through them to make any corrections.
- John Arnold asked Mary Tivy if there is anything the committee can do to be of assistance with the forms.
- Mary Tivy advised that if she gets "stuck" she will circulate the committee with any queries she might have.
- The committee should investigate how Bill 108 affects the *Ontario Heritage Act* as it pertains to the heritage property register with respect to how and when notification is given to the owner of a property that is being added to the register. Lynne Banks will look into it.
- Barb Jefferson asked if the 2010 and 2012 registers might be merged.
- Lynne Banks will check all lists to confirm that the register Julia worked on includes all information from all lists.

#### 5.4 Barn Demolition Permit update

- Lynne Banks advised the committee that the Township does not require demo permits for the demolition of barns, however the Township does encourage residents to apply for a demolition permit so that MPAC can make the required changes to the taxes.

#### 5.5 Proposed Heritage Plaque to recognize the Black Family contributions to the grounds at the Community Centre

- Barb Jefferson suggested that the new proposed soccer pitch area might be a good area for the signage.

#### 5.6 Future properties to be plaqued

- John Levak noted that the committee should work with the Puslinch Historical Society in establishing the areas for signage.
- Councillor Bulmer stated that the committee should prepare a proposal for the Township's department heads for the 2021 budget cycle and should include all costs.
- Lynne Banks will check with the County of Wellington to inquire if there is a possibility of support for funding through CIP or other types of funding.
- The committee will be developing a template and process for any future plaquing.

#### 5.7 Documenting and acknowledging Aboriginal sites and heritage in Puslinch on the Township website.

- Lynne Banks to speak to Courtenay Hoytfox regarding aboriginal sites and putting the information on the Township's website to include a link to the Government of Canada website.

## 6. REGULAR BUSINESS

#### 6.1 Review of field trip and recommendations if any.

- The Fitzgibbons property is not plaqued.
- The Lee property does have a plaque on it.
- The Henry Leachman property (Rear Lot 15, Concession 9) should be listed on the register.
- John Levak noted that the former antique shop is for sale and the committee should discuss whether or not it should be plaqued for its historical significance.

- Councillor Bulmer advised that Council is currently looking at opportunities to have Aberfoyle a “walking community” once the roundabout is completed.
- Motion made that the Morrison area should be researched and possibly plaqued as a cultural heritage landscape and that the committee begin the plaquing process.

Moved by: Mary Tivy

Seconded by: Barb Jefferson  
CARRIED

- Motion made that the Leachman property meets all to tests to warrant a plaque, but for now it should be added to the register with a plaque to be placed on the property at a later date.

Moved by: Councillor Bulmer

Seconded by: Mary Tivy  
CARRIED

- Councillor Bulmer mentioned that when following up on plaquing, a write up will need to be prepared noting the property’s historical attributes.
- Barb Jefferson suggested generating a descriptive document noting why it is up for plaquing by the committee and sent to the property owner with a letter and consent form.

6.2 Lynne Banks to review responsibilities and protocols of committee and its members.

- Lynne Banks provided the Heritage Committee Terms of Reference. She also advised the committee that any matters that the committee feels it should address, should be put on the committee agenda for discussion since all email correspondence is subject to any FOI requests that the Township might receive with respect to heritage matters.
- Councillor Bulmer stated that the Terms of Reference should include maintaining the heritage register.
- Lynne Banks advised that she will look into amending the Terms of Reference and will provide that information at the next committee meeting.

6.3 Discussion of how to inform/educate residents about PHC, its mandate and responsibilities.

- Mary Tivy advised that the Heritage Committee’s mandate is listed under the committee on the Township’s website and suggested that it maybe it should have a separate page under the committee’s section, and as well, maybe the committee should put an article in the Puslinch Pioneer.
- John Levak stated that the committee should come up with a short paragraph stating the committee’s function and include it at the bottom of every article that is submitted to the local newspapers and he volunteered to write the 1<sup>st</sup> draft and provide it to the committee.
- Councillor Bulmer suggested that a small plaque be added to the committee’s statement also.

6.4 Further committee training that may be required – Lynne Banks to provide update.

- Lynne Banks advised that some of the committee members still need to complete some of their HR modules and if the members needed to reset their passwords, to contact Courtenay or Claire.

6.5 Thank you letters to be sent to homeowners visited.

- John Arnold volunteered to write the thank you letters to the owners whose properties the committee made site visits to this summer.

6.6 Report regarding summer student work on register.

- The Committee requested that Lynne Banks reach out to the heritage summer student to see if she is available to complete the heritage register this year, acknowledging that she is away at university, but possibly could be done on weekends.

6.7 Discussion on unused 2019 budget and consideration for 2020 budget.

- Lynne Banks provided an update on the committee's expenditures to date for this year's budget.
- Barb Jefferson stated that since the committee is looking into recasting the plaques they should not be painted black, and instead should be kept bronze.
- Lynne Banks advised that she will check with Mary Hassan to see if the remaining funds in the budget can be reallocated to make more plaques as the committee would like to have 10 plaques made.

MOTION: To allocate the unused training funds remaining in the committee's 2018 budget to have a total of 10 plaques made for future plaquing.

Moved: Barb Jefferson

Seconded: John Levak  
CARRIED

6.8 2020 Heritage Conference to be held in Markham, Ontario

- The committee had a brief discussion about attending the 2020 heritage conference to be held in Markham, with most of the committee expressing interest in attending.

6.9 Email from Ministry of Tourism Culture and Sport

- An email from the Ministry of Tourism Culture and Sport was provided to the committee which contains contact email addresses and numbers for any inquiries regarding, in part, heritage properties.

6.10 Stewart's Landing

- Lynne Banks will contact the developer for the Stewart's Landing subdivision and see if he will allow the committee to put a plaque on the Stewart house located on the property.
- Barb Jefferson said that the committee should make a decision on how historic properties are to be named.
- John Arnold said that they should be named after the original settler of the property.

6.11 Other business

- Barb Jefferson advised that the historical society is showing a film titled "Lost over Burma" on November 19<sup>th</sup> and it has a Puslinch reference in it.
- Councillor Bulmer advised that the County planners attending the October 16<sup>th</sup> Council meeting, provided a presentation and advised that they are doing a comprehensive review of the Official Plan and requested that a copy of the report be obtained and provided to the committee.

**8. OTHER BUSINESS**

- None

**8. INFORMATION UPDATES**

- None

**9. NEXT MEETING**

January 20, 2020 @ 1:00 p.m.



**10. 2020 MEETING DATES**

January 20, 2020 @1:00 p.m.

April 6, 2020 @1:00 p.m.

July 6, 2020 @1:00 p.m.

October 5, 2020 @1:00 p.m.

That the meeting dates for the Heritage Committee for 2020 are approved.

Moved by: John Levak

Seconded by: Barb Jefferson  
CARRIED

**11. ADJOURNMENT**

The meeting adjourned at 3:10 p.m.

## Lynne Banks

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**From:** noreply@esolutionsgroup.ca on behalf of [REDACTED]  
**Sent:** December-03-19 2:41 PM  
**To:** Admin  
**Subject:** Heritage Committee - Demolish Barn  
**Attachments:** Doc1ce51a272-7161-4c63-a3e1-29d0103f5f13.pdf

Hello I am wondering how to approach the Heritage committee about the demolition of an old barn. I am an Elder at Calvary Baptist Church which owns the barn on the back of the church property. Next to 123 Farnham Road. The building is in poor repair and the foundation is failing. We want to ensure there is no issue with demolishing it to make room for a new equipment storage building. Can i send some pictures or do i need to attend a meeting.  
Thanks Gordon Tosh [REDACTED]

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Origin: <https://www.puslinch.ca/en/our-government/heritage-committee.asp>  
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This email was sent to you by Gordon Tosh [REDACTED] through <https://www.puslinch.ca/>.



CAO Patrick Moyle  
Township of Puslinch

October 16, 2019

Re: signage marking historical settlements

I am writing to propose new signage be placed at our historical settlements within Puslinch to help promote public awareness of Puslinch's heritage. In keeping with consistency with the new signage at Loch Buie, Halligan's pond, etc. I am proposing similar signage be posted at these historical settlements within Puslinch specifically Crieff, Killean, Aberfoyle, Morrison, Padeock's Corners, Arkell, Aitkensville and Badenoch.

My local settlement of Badenoch currently has a lovely sign erected by the Women's institute but it is looking very battered and difficult to read. There was some beautiful artwork on the front and back which gave it a local touch. The signs might also give details about when the settlement was established and have font large enough to read from the road.

"Welcome to the historical settlement of Badenoch Est. 1832"

Perhaps other details if significant, could be documented on the back such as "this site housed a blacksmith shop..." or "a settlement of mostly Highland Scots on an area roughly a concession and a half north to south by two and a half concessions east to west".

I believe it is important to provide cultural information to those who live here and to those who are visiting in the area.

I'm hoping that through the combined efforts of the Heritage Committee and Council the cost of the signs could be covered.

Thank you for your consideration,

Sara Bailey

Cc: Puslinch Heritage Committee John Arnold

## Lynne Banks

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**From:** Matthew Bulmer  
**Sent:** January-13-20 10:41 AM  
**To:** J.M. Arnold; Lynne Banks  
**Subject:** Cenetaph anniversary

Hello John & Lynn,

Below is some information regarding the history of the Cenotaph that could be included in the meeting package to support discussions about the anniversary..

Since this will be the 100th anniversary of the Cenotaph, I thought the Heritage committee might want to have a role in some sort of commemoration.

To support this I have requested that \$500 be included in this years budget to support a small event.

I would also like to speak to the Optimist Club since they have contributed a great deal to the maintenance as well as holding the annual Remembrance Day service.

Here are the two articles from the period.

Fergus News-Record, 19 June 1919

Puslinch Township Will Erect Soldier Memorial At a largely attended meeting of residents of Puslinch Township, held in the Town Hall at Aberfoyle, it was decided to accept the offer of a Kitchener firm to erect a granite memorial to the soldiers from Puslinch Township who made the supreme sacrifice on the field of Flanders and France. The design chosen is a massive pedestal with the figure of a Canadian soldier on the top, and promises to be a very artistic monument. The offer of a site for the memorial at the Puslinch Lake, made by the City Council of Guelph, was turned down and the monument will be erected on a hill in the centre of the Fair Grounds at Aberfoyle, that being considered the most suitable and appropriate place. Another motion that was carried, and which shows the people of Puslinch Township appreciate the service rendered by their soldier sons, was to present to every returned soldier with a gold watch. There are about 100 men who will receive the gift.

Fergus News-Record, 10 June 1920

Puslinch Erects Monument to Fallen Soldiers The monument erected by Puslinch township to commemorate the soldiers from the community who has been killed in the Great War was unveiled at Aberfoyle on June 3rd, the ceremony being conducted by Ren. Mrs. Buckland, M.P.P., the member of the Legislature for South Wellington. The monument is a very handsome and substantial one. It is built of solid granite, stands about twenty feet high from the bottom of the base to the top of the figure on top, and is erected on a rising piece of ground almost in the centre of the fair grounds at Aberfoyle, and faces the road. It is an imposing structure and a credit alike to the citizens of the township and the manufactures. It contains the names of several young men of Puslinch township who made the supreme sacrifice.

Regards,

Matthew Bulmer

Councillor

Township of Puslinch

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[www.puslinch.ca](http://www.puslinch.ca)

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