



MINUTES

DATE: January 11, 2021, 2020

MEETING: 1:00 P.M.

The January 11, 2021 Heritage Committee Meeting was held on the above date and called to order at 1:03 p.m. via electronic participation.

1. **CALL THE MEETING TO ORDER**

2. **ROLL CALL**

ATTENDANCE:

Barb Jefferson
Councillor Matthew Bulmer- Came at 1:55 PM
John Arnold
Mary Tivy
John Levak

STAFF IN ATTENDANCE:

1. Hillary Miller, Legislative Assistant (Committee Secretary)
2. Courtenay Hoytfox, Deputy Clerk (Remote Meeting Facilitator)

3. **OPENING REMARKS**

4. **DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:**
None

5. **APPROVAL OF MINUTES**

5.1 October 5, 2020 Heritage Committee Minutes

Resolution No. 2021-001:

Moved by Mary Tivy and
Seconded by John Levak

That the minutes of the following meeting be adopted as written and distributed:

October 5, 2020 Heritage Committee Minutes

CARRIED

6. **BUSINESS ARISING FROM MINUTES**

6.1 Heritage Registry

7. **CONSENT AGENDA**

CARRIED

8. **DELEGATIONS:**

9. **CORRESPONDENCE:**



10. COMMITTEE REPORTS:

10.1 Heritage Committee's Goals and Objectives for 2021-2022- Hillary Miller

Resolution No. 2021-002:

Moved by Mary Tivy and
Seconded by Barb Jefferson

That Heritage Committee's Goals and Objectives for 2021-2022 be received; and that the Heritage Committee delegate authority to the Heritage Registry Sub-Committee to create the Heritage Registry on behalf of the Committee to be reported to Council.

That the Committee approves the Heritage Committee Goals and Objectives for the remainder of the Committee term, being 2021-2022 as detailed in the chart below:

Goal/Objective	Sub-Committee	Budget	Person(s) Responsible	2021-2022 Status/Timeline Update
Quarterly Reporting to Council on Heritage initiatives and progress	N	N	Secretary of the Committee to draft report based Committee approved reporting template (see attached Schedule A - Report Template)	February 2021 and on-going
Doors of Puslinch Poster	Y John Arnold John Levak	Y	Sub-Committee to be established to investigate costs and funding opportunities; additionally to coordinate the printing, advertising, and sale of posters and determining copyright requirements of poster. (Potential for Bang the Table Project)	Sub Committee to be established at the January 2021 meeting; Sub-Committee to provide next steps at the April 2021 Committee meeting
Heritage Registry	Y Councillor Matthew Bulmer Mary Tivy Barb Jefferson	N	Sub-Committee to be established to review the report prepared by staff to create the Registry for Listed Properties Committee to delegate the sub-committee to have the authority to	Committee to advise on public notice options at the January 2021 meeting. Staff to prepare a report to Council including listed properties to establish the registry for March 2021 Council meeting
Heritage Signage	Y Barb Jefferson Mary Tivy Councillor Bulmer	Y	Sub-Committee to be established to create a listing of potential landmarks; Sub-Committee to investigate potential funding opportunities for Heritage Landmark Signage	Projects to be ranked by priority by the Committee to allow for consistency in signage across the Township.



TOWNSHIP OF
PUSLINCH
EST. 1850



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
Heritage Committee Meeting
Monday January 11, 2021 @ 1:00 PM
Via Electronic Participation

				To be completed summer of 2022.
Old School Surveys	N	N	Original survey of the school sections. Councillor Bulmer had presented this. What should be done with this?	The Old Wellington County Archives
Review Heritage Committee Terms of Reference & Appoint Chair and Vice-Chair (every 2 years)	N	N	See Terms of Reference attached as Schedule B; Chair and Vice-Chair to be appointed at January meeting	To be completed January 2021 John and Barb to remain in their positions as Chair and Vice-Chair.
Public Engagement regarding the Heritage Committee and its mandate	Y Mary Tivy John Arnold	N	Establish Sub-Committee at Jan 2021 meeting; potential engagement options: Township website, Bang the Table, Puslinch Pioneer, Puslinch Community News Letter; Heritage Articles for the Puslinch Pioneer	Sub-Committee to work with Secretary regarding potential engagement opportunities; to report back at July 2021 meeting
Committee Training	N	Y	Secretary to look into training opportunities for the Committee	Secretary to report back at April 2021 meeting
Preparation of Heritage Advisory Committee orientation package to new members of Council and Committee	Y Mary Tivy John Levak	N	Sub-Committee to be established in October 2021; work with Secretary to develop orientation materials	Sub-Committee to be established on October 2021 meeting
Plaquing Program	N Committee as a whole to undertake this project.	Y	Sub-Committee to be established to identify the number and location of plaques each year to be included in the annual budget process	Sub-Committee to be established at January 2021 meeting; to have the number and location of plaques provided to the Committee and Secretary no later than July meeting on an annual basis
Heritage Property visits	Y	N	List of potential properties to visit	Delayed until it is safe to resume due to COVID 19. To defer this until COVID-19 is managed.



Document and acknowledge First nation sites and heritage.	Y Mary Tivy Councillor Bulmer John Arnold	N	Establish Sub-Committee at Jan 2021 meeting; Sub-Committee to create list of sites and heritage.	Sub-Committee to report back at October 2021 meeting. Connect the terms of reference and the role of the committee to be consistent with the Land Acknowledgement Statement.
Land Acknowledgement Statement	N	N		TBD. Staff to confirm with the County and report back to the Committee on the progress.

CARRIED

10.2 Plaquing Cemeteries - Mary Tivy

Resolution No. 2021-003:

Moved by Councillor Bulmer and
Seconded by John Arnold

That the verbal report regarding Plaquing Cemeteries by Mary Tivy be received for information.

CARRIED

10.3 Puslinch Pioneer- Mary Tivy

Resolution No. 2020-004:

Moved by Barb Jefferson and
Seconded by John Levak

That the verbal report regarding the Puslinch Pioneer by Mary Tivy be received for information.

CARRIED

10.4 Caufield/Carter Property Information Update - Mary Tivy

Resolution No. 2021-005:

Moved by John Levak and
Seconded by Mary Tivy

That the verbal report regarding Caufield/Carter Property Information Update by Mary Tivy be received for information and staff to update committee if the Township has been updated on this property.

CARRIED

11. ADJOURNMENT:

Resolution No. 2021-006:

Moved by Mary Tivy and
Seconded by Barb Jefferson

That the Heritage Committee hereby adjourns at 3:02 p.m.

CARRIED