



MINUTES

DATE: July 19, 2021

MEETING: 1:00 P.M.

The July 19, 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
John Arnold
Mary Tivy
John Levak

STAFF IN ATTENDANCE:

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

3. **OPENING REMARKS**

4. **DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:**

None

5. **APPROVAL OF MINUTES**

5.1 April 12, 2021 Heritage Committee Minutes

Resolution No. 2021-015:

Moved by Mary Tivy and
Seconded by Barb Jefferson

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

CARRIED

6. **BUSINESS ARISING FROM MINUTES**

7. **CONSENT AGENDA**

7.1 Community Heritage Ontario – Spring 2021 Newsletter

Resolution No. 2021-016

Moved by Matthew Bulmer and
Seconded by Mary Tivy

That the Community Heritage Ontario Spring 2021 Newsletter be received for information.

CARRIED



8. DELEGATIONS:

None

9. CORRESPONDENCE:

9.1 Letter regarding signage to honour the Black and Ord families

Resolution No. 2021-017

Moved by Barb Jefferson and
 Seconded by John Arnold

That the letter received regarding the signage to honour the Black and Ord families be received for information and that Committee acknowledge receipt of letter and that a letter be sent to include the resolution with regards to the signage to be placed in appropriate location in the future and to inform the Black and Ord families of the Heritage signage project.

CARRIED

10. COMMITTEE REPORTS:

10.1 Review of the Heritage Committee Goals and Objectives for 2021-2022- Hillary Miller

Resolution No. 2021-018:

Moved by John Levak and
 Seconded by Mary Tivy

That the Heritage Committee Goals and Objectives for 2021-2022 be received for information and that the Committee request staff to work into the draft budget some money for signage to include the story of how the community center came to be including the contributions of the Black and Ord families; that the Heritage Sub-Committee for Heritage Signage to continue to work on signage initiatives for the Township.

CARRIED

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)	On-going basis
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)	Budget estimate to be provided at this meeting. 500 posters to be printed and distributed to promote heritage initiatives in the future.



TOWNSHIP OF
PUSLINCH
est. 1850



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

Heritage Committee Meeting

Monday July 19, 2021 @ 1:00 PM

Via Electronic Participation

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 create the Registry	Draft Register to be posted to Township website. Public Information Meeting to be held May 26, 2021
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	Project to be put on hold for now. Signage for the Black and Ord families. Staff to reach out to Councillor Bailey as well since she has interest Barb to continue to look into signage across the Township.
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	Mary continues to write articles for the Puslinch Pioneer. Sub-Committee and secretary to bring forward some ideas to the October 2021 meeting. Presentation to be presented to the Committee in October 2021 regarding received demolition applications.



Committee Training	N	Y	Secretary to look into training opportunities for the Committee	Secretary to continue to look for training opportunities
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	Committee to be established to identify the number and location of plaques each year to be included in the annual budget process	List has been completed. Submitted a purchase order and staff to check in on that.
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.

10.2 Budgetary Items- Hillary Miller

10.2.1 Doors of Puslinch- John Arnold and John Levak

\$2,500.00 for the printing of 500 posters. These posters to be used to promote Heritage in the Township of Puslinch. To be sold for about \$20.00 per poster.

10.2.2 Heritage Plaques

No replacement or repair of plaques for 2022.



10.2.3 Heritage Committee Training

Staff to continue to look into this for further opportunities.

10.2.4 Heritage Committee Memberships – Community Heritage Ontario

10.2.5 Heritage Signage

Signage sub-committee and staff to look into this by mid-August.

Resolution No. 2021-019:

Moved by John Levak and
Seconded by Mary Tivy

That the requested budgetary items be received for information and the Committee Secretary to take these items to the Director of Finance for the consideration in the 2022 budget and that the Signage Sub-Committee and staff look into signage costs for mid-August for the 2022 budget.

CARRIED

10.3 Updates to the Ontario Heritage Toolkit- Hillary Miller

Resolution No. 2021-020:

Moved by Barb Jefferson and
Seconded by John Levak

That the verbal report regarding the updates to the Heritage Toolkit be received for information

CARRIED

10.4 Legislative Update to the Ontario Heritage Act and Impact on Draft Heritage Register-
Hillary Miller

Resolution No. 2021-021:

Moved by Barb Jefferson and
Seconded by Mary Tivy

That the verbal report regarding the legislative update to the Ontario Heritage Act be received, and further that the draft Heritage Register be presented to Council at their August 2021 meeting.

CARRIED

11. ADJOURNMENT

Resolution No. 2021-022:

Moved by Mary Tivy and
Seconded by Barb Jefferson

That the Heritage Committee hereby adjourns at 3:03 p.m.

CARRIED