

Heritage Committee Meetings Minutes – December 6th, 2007

The Corporation of the Township of Lake of Bays MINUTES

There was a regularly scheduled meeting of the Heritage Committee held at 3:30 p.m. on December 6th, 2007 in the Council Chambers of the Township of Lake of Bays Municipal Office, Dwight, Ontario.

Attendance

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|--------------------------|---|
| Chair | Nancy Tapley |
| Councillor | Ruth Ross |
| Members of Committee | Barbara Paterson Russ Nichols (arrived at 4:05 p.m.) Mark McLean Marie Poirier |
| Administrative Assistant | Kelly Haywood (arrived at 3:55 p.m.) Carrie Sykes |

Regrets

| | |
|---------------------|----------------------------------|
| Mayor | Janet P. Peake |
| Member of Committee | Harriet Muirhead Karl Jaffary |

1. MEETING CALLED TO ORDER

The meeting was called to order at 3:40 p.m., on December 6th, 2007 by Chair Nancy Tapley.

It was noted for the record that the meeting scheduled for November 1st, 2007 was cancelled due to a lack of quorum.

2. APPROVAL OF AGENDA

Resolution # 2/12/06/07

Mark McLean and Marie Poirier

BE IT RESOLVED THAT the Heritage Committee Meeting Agenda dated December 6th, 2007 be adopted as circulated.

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

Nil

4. APPROVAL OF MINUTES

- (a) The Minutes for the Heritage Committee meeting held October 4th, 2007 were approved as circulated.

5. DELEGATION

Nil

6. REPORTS

(a) Report re: Heritage Tax Relief Program

Staff advised the committee that the Heritage Tax Relief Program had been approved by the Finance and Corporate Services Committee on November 20th, 2007 by resolution # 6(f)/11/20/07 and that By-law 07-165, being a by-law to establish a Heritage Property Tax Relief Program for the Township of Lake of Bays was passed by Council on December 4th, 2007.

Committee was extremely excited and proceeded to discuss the next steps in implementing the program:

- Send original signed by-law to Minister of Finance within 30 days and to the District Municipality of Muskoka;
- Prepare a brochure and other education material for handout;
- Prepare information for the Township website.

Staff noted that the Peninsula Lake Association was very interested in the program and had requested a copy of the by-law and other pertinent information to share with their association members.

(b) Report re: Mayor, Councillors', Committee and Board Members' Code of Conduct.

A copy of Schedule A to By-law 07-149 was provided to each committee member for their records. Committee members in attendance signed the acknowledgment, as required, for the Township records.

(c) Report re: Council/Committee Procedural Policy

A copy of Procedural Policy CO-3.2 to By-law 07-160 was provided to each committee member for their records.

(d) Report re: Doors Open Muskoka 2008

The committee discussed the opportunity of participating in the Doors Open event on Saturday, June 14th, 2008 from 10:00 a.m. to 4:00 p.m.

The Architectural Conservancy of Ontario (ACO) Muskoka Branch offered to pay the \$1,500 registration fee as a partner with the Township of Lake of Bays and any other municipalities within the District of Muskoka wishing to participate.

It was suggested that a showing of heritage buildings in all the Lake of Bays Communities; Baysville, Dorset and Dwight be included in the event.

It was noted that at least 4 sites would need to be submitted by December 14th, 2007 and also whether the municipality would be going with a theme (e.g. churches and cemeteries).

A sub-committee was suggested and initiated with committee members, Kelly Haywood and Barbara Paterson. They will be looking for public interested in participating in the event and organization of the event. The sub-committee will report back to the committee at regular intervals to keep everyone up to date.

Discussion was held with respect to the costs of hosting a Doors Open Event. A draft budget submitted by the ACO Muskoka proposed a total cost of \$7,900.00.

The committee supported the initiative and agreed that since the ACO Muskoka was willing to pay the \$1,500 registration fee that they would like to financially contribute \$700 out of the budget towards the event.

Barbara Paterson was directed to notify the ACO Muskoka of the committee's interest in participating.

(e) Report re: Youth Award Criteria

The committee reviewed and approved the draft Youth Recognition Award prepared by Marie Poirier.

The following resolution was passed:

Resolution # 6(e)/12/06/07

Ruth Ross and Marie Poirier

BE IT RESOLVED THAT the Heritage Advisory Committee of the Corporation of the Township of Lake of Bays recommends that Council adopt the attached Youth Recognition Award, to recognize and encourage the outstanding contributions and achievements of individual young people in our community or to the larger public good, as citizens of Lake of Bays.

Carried.

7. DISCUSSIONS

(a) Discussion re: 2008 Budget

A copy of the proposed budget for the Heritage Advisory Committee was reviewed and discussed.

Chair Tapley noted that the 2008 budget was not yet approved and therefore the proposed figures could change.

(b) Discussion re: Heritage Database

Barbara Paterson updated the committee on the progress of the database noting the following:

- FedNor Intern has made the requested changes to the database;
- Barbara and Harriet attended the office and obtained the property roll numbers for the majority of the properties;
- Still a lot of research is required for the properties.

Discussion was held with respect to the hiring of a summer student or using the volunteer efforts of interested local residents to fulfill the research for the database.

Staff advised that the Planning Department had requested assistance in obtaining a Master Archeological Map for future planning applications. The Ministry of Culture had explained that training of the specific staff members using the master map would be required prior to obtaining the map. Staff was awaiting the Planning Departments response.

Also staff advised that the Planning Department had requested, in the development of their revised Official Plan, a map of the significant and designated heritage properties. It was determined that the FedNor Intern could work on the preparation of this map with the cooperation of both the Clerk's and Planning Departments.

The committee agreed that they would like to have the preliminary listing of heritage significant properties ready for approval at the January Council meeting.

8. OTHER BUSINESS

(a) Next Steps for Heritage Committee

1. Budget
2. Doors Open Muskoka
3. Heritage Database
4. Letter to Seniors
5. Letter of Thanks to Karl Jaffary
6. Cemetery Work – Notify Public Works
7. Heritage Property Tax Relief Brochure
8. Youth Award

9. CORRESPONDENCE

- (a) Beth Hanna, Director of Heritage Program and Operations, Ontario Heritage Trust, re: Doors Open Ontario. **For committee's information**
- (b) Karl Jaffary, Township of Lake of Bays Heritage Advisory Committee Member, re: Resignation from Committee.

The committee expressed their sadness with respect to Karl's resignation and passed the following resolution:

Resolution # 9(b)/12/06/07

Mark McLean and Marie Poirier

BE IT RESOLVED THAT the Heritage Advisory committee accepts and recommends to the Council of the Corporation of the Township of Lake of Bays the resignation of committee member, Karl Jaffary.

Carried.

Staff was directed to prepare a letter to Karl thanking him for his devoted time and effort he has volunteered towards this committee and the Township.

The committee discussed recruiting another member or members into the committee and it was recommended that the committee reach out to the seniors groups. Chair Tapley advised that she would prepare a letter to be distributed to the groups.

- (c) The Honourable Lincoln M. Alexander, Chairman, Ontario Heritage Trust, re: Thank you for support of the Ontario Heritage Trust's provincial plaque program. **For committee's information.**

10. ADJOURNMENT

Resolution # 12/12/06/07

Ruth Ross and Barbara Paterson

BE IT RESOLVED THAT the Heritage Committee of the Corporation of the Township of Lake of Bays adjourn at 5:20 p.m. to meet again on January 22nd, 2008 at 4:00 p.m. in the Council Chambers of the Municipal Office, Dwight, Ontario.

Carried.

Chair

Clerk