

**The Corporation of the Township of Lake of Bays  
Heritage Advisory Committee Meeting Minutes – November 25<sup>th</sup>, 2008  
MINUTES**

There was a regularly scheduled meeting of the Heritage Advisory Committee at 4:00 p.m., on November 25<sup>th</sup>, 2008 in the Council Chambers of the Township of Lake of Bays Municipal Office, Dwight, Ontario.

**Attendance**

|                          |  |
|--------------------------|--|
| Chair                    | Nancy Tapley                                   |
| Mayor                    | Janet P. Peake ( <i>arrived at 4:35 p.m.</i> ) |
| Councillor               | Ruth Ross                                      |
| Members of Committee     | Jackie Godard                                  |
|                          | Russ Nicholls                                  |
|                          | Kelly Haywood ( <i>arrived at 4:25 p.m.</i> )  |
|                          | Mark McLean                                    |
| Administrative Assistant | Amanda Masulka                                 |

**Regrets**

|                      |                  |
|----------------------|------------------|
| Members of Committee | Harriet Muirhead |
|                      | Marie Poirier    |

**1. MEETING CALLED TO ORDER**

The meeting was called to order at 4:05 p.m., on November 25<sup>th</sup>, 2008 by Chair Nancy Tapley.

**2. APPROVAL OF AGENDA**

**Resolution #2/11/25/08**

**Mark McLean and Russ Nicholls**

**BE IT RESOLVED THAT the Heritage Advisory Committee Agenda dated November 25<sup>th</sup>, 2008 be adopted as amended.**

**Agenda amended as follows:**

**Additions**

**6. REPORTS**

**(i) Verbal Report re: Committee Member Applications**

**8. OTHER BUSINESS**

- (a) **Mansell Property Designation By-law (Sunset Cabin)**

**9. CORRESPONDENCE**

- (a) **Architectural Conservancy of Ontario (ACO),  
Re: Possible Conference Site**

Carried

**3. DISCLOSURE OF PECUNIARY INTEREST**

Nil

**4. APPROVAL OF MINUTES**

**Resolution #4(a)/11/25/08**

**Councillor Ross and Jackie Godard**

**BE IT RESOLVED THAT the Heritage Advisory Committee Minutes dated October 21<sup>st</sup>, 2008 be adopted as circulated.**

Carried

**5. DELEGATION**

Nil

**6. REPORTS**

**(b) Verbal Report re: Heritage Register Update**

Celia Finley, Archivist hired to work on the Heritage Register, updated the Committee of the following:

- Has retrieved copies of all properties included in the Heritage Register.
- Distributed the properties to by ward to volunteers who are assisting with corrections.
- Estimated that sorting of the properties should be completed by January 2009.
- Would like to begin inputting the properties into the Heritage Register in January 2009.

- Estimated that the Heritage Register should be complete by March 1<sup>st</sup>, 2009.
- Once inputting of properties is complete, someone will verify that all inputted information is correct and possibly photos could be added into the Register at that time.
- The Province of Ontario's initiative is that the Heritage Register is available to the public.
- Discussions took place regarding Microsoft Access and if it is the right program to use for the Heritage Register. Chair Tapley directed Mrs. Finley to research other programs and bring a list back to the Committee.

**(f) Verbal Report re: South Portage Plaque Update**

Chair Tapley advised the Committee that a temporary plaque was erected at the site to recognize the sponsors and that there is \$1000 in the budget to buy a permanent plaque. Carrie Sykes, Administrative Assistant advised the Committee of the following:

- The permanent plaque has been ordered from a company in Western Canada.
- The plaque portion of the company was then sold to a company in the United States and this company was to fulfill all orders; however, they had no record of the Townships order.
- No money was ever paid to the companies for the plaque; therefore, Committee must find a new company to order plaques from.
- A quote was obtained from Treasures and Trophies back when the plaque was originally ordered and their quote was \$1009.18 for an aluminum plaque or \$1877 for a bronze plaque.
- Mrs. Sykes to obtain a new quote from Treasures and Trophies and other members of the Committee to research other options.

**(d) Verbal Report re: Dwight (Gouldie Park) Plaque**

Chair Tapley noted that the Committee is having difficulty finding associations who are willing to partner for the cost of the Dwight plaque. The following organizations have demonstrated an interest in participating:

- Women's Institute;
- Dwight Seniors;
- Dwight Lions Club;

Committee would like to apply for the plaque through the Ontario Heritage Trust Provincial Plaque Program. Provincial plaques cost an estimated \$7,500 and concern was raised over how money they could raise towards the cost of the plaque. Discussion was held about possibly erecting a municipal plaque recognizing the heritage site.

**(e) Verbal Report re: North Portage Plaque**

Chair Tapley advised the Committee of the following:

- Cannot apply for more than one (1) plaque for the same topic through Ontario Heritage Trust and the steam boats were already used as the topic for the South Portage Plaque.
- One (1) option is to do a Municipal Plaque; however, the cost would have to be completely covered by the Committee and funding partners.
- Another option is to apply for the plaque through Ontario Heritage Trust using the Springsyde Trail as the topic and pointing out that the post office was at the Northern end of the Portage Flyer.
- Chair Tapley spoke to Springsyde Trail Association and Peninsula Lake Association and they have both shown an interest in donating towards the plaque.
- Committee is experiencing a challenge in finding an area to erect the plaque and Chair Tapley is working on finding Township owned property in the area.
- The previous owners of Portage Inn said that they would allow the Committee to erect the plaque on their property; however, the Portage Inn has since been sold and Russ Nicholls has volunteered to speak to the new owners about erecting the plaque at this site as a second (2<sup>nd</sup>) option.
- Committee decided to go forward with the North Portage Plaque for the 2009 year most likely through Ontario Heritage Trust.

**8. OTHER BUSINESS**

**(a) Mansell (Kimmel) Property Designation (Sunset Cabin)**

Carrie Sykes, Administrative Assistant informed the Committee that she has reviewed the draft Designation By-law and Notice of Intention to Designate

and they do not meet all of the legislative requirements. Therefore, she will make the necessary changes and resubmit them to the Committee.

Ms. Sykes also advised that there are important steps in the designation process that need to be followed and some of the steps have been overlooked. Therefore, Mrs. Sykes will work on a report and it can be submitted to Council with the Designation By-law and Notice of Intent for approval to move forward with the designation.

Once the Council report, Designation By-law and Notice of Intent are reviewed by Council, the Kimmels and Ontario Heritage Trust need to be informed in writing of what steps have been completed and what next steps are being worked on.

Subsequent to sending correspondence to the Kimmels and Ontario Heritage Trust, Committee can publish the Notice of Intent and wait thirty (30) days for any objections, etc prior to passing the Designation By-law.

Ms. Sykes advised the committee that according to the projected time line the Designation By-law will be presented to Council at the March 10<sup>th</sup>, 2009 meeting.

## **6. REPORTS**

### **(a) Report re: Year End Report**

Chair Tapley articulated the following items that should be included in the 2008 Year End Report to Council:

- Doors Open 2008;
- Heritage Registry;
- Requests for heritage designations;
- Heritage Tax Relief Program;
- Outreach brochures;
- Bigwin Island artifacts obtained;
- Britannia artifacts obtained;
- Networking with Lake of Bays Association (LOBA) regarding Conservation Easements;
- Dickson property (provided comments to the discussion, attended public meeting and future plans include a pictorial record of the house);
- Plaques (North Portage, South Portage and Dwight);
- Remains from the Fields Sawmill;
- Magical History Tour (looking at for 2009);
- Volunteer Awards nominations;
- Muskoka Heritage Foundation nominations (nominated Limberlost Forest Reserve who received an award);

- Ontario Heritage Trust Young Heritage Leaders (no youth nominated in 2009);
- The loss of veteran volunteer committee member, Barbara Paterson;
- Located sunken wrecks in Lake of Bays and Committee to look into having pictures taken and salvage (The Joe and Lady of the Lake);
- Revised Terms of Reference; and
- Looking at creating a by-law to provide some direction regarding artifacts donated to the Heritage Advisory Committee.

**(c) Verbal Report re: Fields Sawmill Update**

Chair Tapley notified the Committee that there are foundation remains at the former Fields Sawmill and the owners of the property have expressed an interest in designating that portion of the property.

**7. DISCUSSIONS**

**(a) Discussion re: Doors Open 2009**

Kelly Haywood reported the following:

- The Architectural Conservancy of Ontario (ACO) has indicated that they would be happy to continue being a resource for the Heritage Advisory Committee and they may consider a financial contribution.
- The cost to be included in the Doors Open event is \$5000 and is just for the Province of Ontario, plus the cost of brochures, advertising, launching, etc.
- Ms. Haywood to provide a more detailed report to the Committee in order to assist in their decision of whether they will coordinate a Doors Open event for 2009.

**6. REPORTS**

**(g) Verbal Report re: Bigwin Island Artifacts Update**

Chair Tapley reminded the Committee that the railings from Bigwin Island were taken due to a miscommunication. She has contacted the gentleman that took the railings and he will be returning all of them.

The donation that he provided to the Committee has been used for transportation of the railings; therefore, the Committee must pay \$400 to have them transported back which it would have cost to transport them off the island.

Muskoka Heritage Place and Dorset Museum have both expressed interest in displaying some railings; however, the railings must first be inventoried.

Marie Poirier is working on creating a by-law that would provide direction on what to do with the donated items.

The only item left on Bigwin Island is the safe which will remain there until spring. Muskoka Heritage Place is interested in the safe and measurements have been provided to them.

**(h) Verbal Report re: Bigwin G8 Venue**

Mayor Peake read correspondence that has been presented to Council requesting that Bigwin Island be a venue for the G8 delegates. Bigwin Island has received a resolution of support from Council for this initiative.

Chair Tapley pointed out that this item is for Committee's information only as Bigwin intends to partner with the Lake of Bays Heritage Foundation and the Township of Lake of Bays Heritage Advisory Committee.

Heritage Advisory Committee will provide direction to keep all heritage features at Bigwin Island after the G8 Summit is over.

**7. DISCUSSIONS**

**(b) Discussion re: 2009 Heritage Budget**

Chair Tapley and Councillor Ross will bring the 2009 Heritage Budget forward at the next Heritage Advisory Committee meeting. Chair Tapley noted that the Committee will be looking for the same amount as the 2008 year; however, it will be allocated differently.

**6. REPORTS**

**(i) Verbal Report re: Committee Member Applications**

Chair Tapley noted that advertisements were submitted to the Huntsville Forester requesting applications for a new Committee member. This avenue was unsuccessful as no applications have been received. Chair Tapley requested that Committee members begin looking for members by word of mouth.

**9. CORRESPONDENCE**

**(a) Architectural Conservancy of Ontario (ACO),  
Re: Possible Conference Site**

Chair Tapley indicated that the Architectural Conservancy of Ontario (ACO) is looking to establish a list of communities who are interested in hosting an

Ontario Heritage Conservation Conference between the years 2010 and 2014. Financial support would be available and the conference would be scheduled for early June and last for two (2) to two and a half (2 ½) days.

The venue would have to accommodate up to three hundred and fifty (350) registrants; therefore, Chair Tapley would be more interested in partnering with the Town of Huntsville as there aren't many venues within the Township of Lake of Bays that could accommodate this many people.

Chair Tapley will contact Architectural Conservancy of Ontario to request more information and she will also speak to the Town of Huntsville to see if they would be interested.

**10. ADJOURNMENT**

**Resolution #10/11/25/08**

**Councillor Ross and Jackie Godard**

**BE IT RESOLVED THAT the Heritage Advisory Committee of the Corporation of the Township of Lake of Bays adjourns at 6:05 p.m. to meet again on January 27<sup>th</sup>, 2009 at 4:00 p.m., in the Council Chambers of the Municipal Office, Dwight, Ontario.**

**Carried**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Clerk