



Heritage Caledon Committee Minutes
Monday, September 12, 2011
9:30 a.m.
Mayfield / Palgrave Room, Town Hall

Members Present

Chair, R. Ugolini
Councillor R. Mezzapelli
Councillor R. Paterak
I. Anderson
N. Brooksbank
F. Clarkson
J. Crease
C. Crinnion
D. Hillman
H. Mason
J. Mason
E. O'Hara
R. Page
B. Post
B. Rank
D. Robillard
L. Senior
M. Starr

Members Absent

M. Middlebrook (regrets)
T. Von Zuben (regrets)

Town Staff Present

Heritage Resource Officer: S. Drummond
Council/Committee Coordinator: C. Finnerty
Corporate Communication Manager: L. Johnston
Director, Development Approval & Planning Policy: M. Hall
Director, Administration/Town Clerk: K. Landry
Purchasing Coordinator: S. Wiles
Records/FOI Coordinator: L. Wright

1. **CALL TO ORDER**

The meeting was called to order at 9:39 a.m.

2. **RECEIPT OF AGENDA**

Moved by: J. Crease

HC-2011-032

That the Heritage Caledon Agenda dated September 12, 2011 be amended by adding Item 6E4 - Alton Village Association letter of support for Heritage Square as the request is time sensitive.

Carried.

3. **DISCLOSURE OF PECUNIARY INTEREST** - None stated

4. **RECEIPT OF MINUTES**

Moved by: D. Robillard

HC-2011-033

That the Heritage Caledon Minutes dated July 11, 2011 be received.

Carried.

5. **DELEGATIONS**

A. L. Johnston, Corporate Communication Manager, informed members that staff are preparing a report for the October 12th Council Workshop regarding Social Media. A proposal for the development of a new and improved website is also being considered by the Town, and members were invited to offer suggestions regarding its development to Brittany Kelly, the new Web Editor and Graphic Design Specialist.

B. Karen Landry, Director, Administration/Town Clerk, Mary Hall, Director, Development Approval & Planning Policy, advised members that in 2007 the *Municipal Act* was amended to include new provisions respecting the accountability and transparency of municipal government and its operations. Since that time, the Town has focused on refining and amending its Council and Council Committee procedures such as standardizing agendas and minutes, defining timelines for posting information to the Town website, etc.

Also discussed was the review and standardization of committee Terms of Reference, minute-taking standards, and accessibility issues related to holding meetings outside of Town Hall.

C. Sandi Wiles, Purchasing Coordinator, advised that, for insurance purposes, the committee also needs to define its functions in its Terms of Reference to include various activities, such as site visits.

6. **REGULAR BUSINESS**

A. Events

1. Heritage Week 2012 – theme of Power Generation

R. Ugolini suggested a focus and/or tie-in of the power generation and cultural heritage landscape theme for Heritage Week could be the solar energy retrofitting of the old Riverdale Mill. R. Ugolini requested members to come up with other ideas and activities that can be incorporated into Heritage Week.

B. Designation and Alteration Request Updates

1. Graham/Robinson House, 12130 Albion-Vaughan Road

I. Anderson and Nicholas Brooksbank will coordinate a preliminary house sale advertisement with L. Johnson, Corporate Communication Manager. Also discussed was affiliating with larger heritage associations and publications for advertising this sale, such as CHOnews.

2. Coventry Schoolhouse, 14100 Mount Pleasant Road

A possible site visit will be organized for the committee to assess the property for heritage designation.

3. Alloa Home United Church, 1500 Mayfield Road

S. Drummond advised that staff will be contacting the owner regarding interest in designation of the building

4. Alton Cemetery

Staff received a request from the Alton Cemetery Board to designate the Alton Cemetery.

Moved by: R. Paterak

HC-2011-034

That Heritage Caledon recommends the Town explore heritage designation for the Alton Cemetery.

Carried.

C. Accessibility

R. Ugolini submitted a list of proposed 2012 Heritage Caledon meeting locations for the Accessibility Committee to review and provide its recommendations.

D. Melville White Church 175th Anniversary

E. O'Hara advised that the newly formed 175th Anniversary Joint Committee is in the midst of preparing a grant application for federal funding for various events associated with Melville's 175th anniversary, such as the soiree, organ recital, tea party, art show, etc. Any other event ideas to be included in the grant application would be appreciated. E. O'Hara also advised that since the committee's tents have been re-called due to safety reasons, new tents will need to be considered in its 2012 budget.

E. HRO Summary of Activities

1. OHT's Heritage Places for Worship Conservation Guidelines

S. Drummond referred members to the Heritage Places of Worship Tool Kit published by the Ministry of Tourism and Culture. N. Brooksbank noted that these guidelines may be of interest to the TRCA in regard to its conservation of the Shiloh Wesleyan Methodist Church at Cedar Mains Farm.

2. Melville White Church stone wall restoration

S. Drummond advised that the Town is receiving restoration bids regarding the remaining elements of the wall. Most of the deterioration of the wall is in the front section facing the road. The restoration work should be completed in late October.

3. McLaren Castle, 1405 The Grange Sideroad

S. Drummond advised that staff have met with the owner, and a site tour will be scheduled regarding the plans to restore the roof and one of the towers.

4. Heritage Square

Heritage Caledon will send a letter to Alton Village Association in support of their request for plans to convert the Square into a community meeting gathering area, to construct a drystone wall, and erect interpretive plaques.

7. **CORRESPONDENCE**

- A. Remembering 9/11, the 10th Anniversary – September 11, 2011
- B. Launch of Heritage Places of Worship: A Guide to Conserving Heritage Places of Worship in Ontario Communities
- C. Rockoberfest 2011 – October 7 – 10, 2011
- D. Heritage Canada – Heritage Day – February 21, 2012

8. **CLOSED MEETING** – None

9. **ADJOURNMENT**

The meeting adjourned at 12:38 pm.

10. **NEXT MEETING**

The next meeting will be held on October 17, 2011, at 9:30 a.m. in the Mayfield/Palgrave Rooms, Town Hall, 6311 Old Church Road, Caledon.