

MINUTES
City of Welland Heritage Advisory Committee
Wednesday Oct. 3, 2018
5 p.m., Civic Square Rm 108

Present: Earl Engemann, Chair, Rose Dzugan, Vice Chair, Giorgio Giovinazzo, Joanne Lynes, Bridget Krajnak, Connie McCutcheon, Nora Reid (Secretary/Treasurer; Researcher)

Regrets: John Mastroianni

1. Call to Order:

Meeting was called to order by Chair Earl Engemann at 5:11 p.m.

2. Disclosure of pecuniary interest:

None.

3. Approval of Minutes of Sept. 11, 2018:

Moved by Bridget Krajnak, seconded by Rose Dzugan, that the Minutes of the City of Welland Heritage Advisory Committee meeting held on Sept. 11, 2018 be approved. Carried.

4. Business arising from the Minutes:

Projects:

2015- 03 Canal Construction Mural designation;

2016-07, Parkway Arches designation;

2017-02 Welland Canal Monument (Merritt Park) designation

The Secretary reported that the Bylaws for all three did not go through City Council for approval on September 25th. She spoke to Rose DeFelice, Manager of Policy Planning at the City of Welland as to when they would be brought forward to the Council. Ms. DeFelice said that the Bylaws were still under review by the Core Leadership Team and as there will be a new Council after the election there is no way to know when they will come forward on Council's agenda. The Secretary reported also that as Kirkpatrick Stoneworks needs to have a date (year 2018 or 2019) to put on the designation plaques she has asked them to put a hold on manufacturing the plaques until the date of designation is certain.

Action: Secretary/Treasurer will retrieve deposit cheque for plaques from Kirkpatrick Stoneworks and keep until date can be confirmed for designations.

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2018-01 Feeder Canal Junction Lock

Nora reported that the finished report was circulated and posted on One Drive (cloud). As no new business can be decided at this meeting the Statement of Cultural Heritage Value or Interest will be deferred until the new Committee is formed in the new year.

Action: The Feeder Canal Lock report will be added to the Strategic Planning agenda.

2018-02 Peace Garden Recognition Plaque

No further report.

Action: Secretary will attempt again to contact the Canadian co-ordinator for War of 1812 Peace Gardens about the possibility of them erecting a plaque.

2018-03 Template re: requests by Designated Property Owners for changes to designated properties.

The Committee was circulated with a copy of the Town of Niagara-on-the-Lake Heritage Permit used by the Town for requests from Designated Property owners for changes/renovations to their designated property. The Committee felt they could adapt this for use by the City of Welland and then send a draft to the City for comments along with the NOTL original for changes if necessary and approval by the City. It was felt that this would facilitate the proper process for requests of this type i.e. the request to be made by the property owner to the City first, who then refers the request to the Heritage Advisory Committee for review and a formal recommendation from the Committee to the City as to whether the request should be approved.

Action: This proposal should be included in the new Chair's presentation to City Council early in the new year.

Action: Secretary will contact other Heritage Advisory Committees in the Region to obtain templates their cities use for requests to alter Designated Properties.

5. Other Business:

Bald House

Action: Nora will follow up with the owner.

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TV Exposure for our Video

Rose reported that she told Diana Williamson that if she needs to utilize the video for her own purposes the Committee would agree. She noted that the video should be seen and could be shown when the incoming Chair makes a presentation to City Council in January, also by the Museum for an introduction to walks/ bus tours or other purposes.

New AV equipment

As per the motion passed at the September meeting, Rose will purchase new AV equipment up to a value of \$1000.00. There was some discussion as to whether it would be more advantageous to spend the money on a projector and screen or a projector and TV for making presentations.

Action: Rose will discuss with Staples the most economical way to purchase the AV equipment and stay within our budget.

Subcommittee for Strategic Planning

Action: Earl, Rose and Connie will serve on a Subcommittee for 2019 Strategic Planning. Chair will set up a meeting.

Action: Members will read the report from Urvi Prajapati and select top 5 properties to research further for possible designation in 2019.

Action: Secretary will send topics listed so far to include in Strategic Planning.

Subcommittee to develop Orientation Package

This package should include the info the Committee has already prepared and a mentor should be assigned to each new member. Rose will obtain the Senior's Committee orientation package to use as a template.

Action: Secretary will order four new Toolkits as per motion passed at COWHAC meeting of June 6, 2018.

Procedure for Members to re-apply to serve another term on the City of Welland Heritage Advisory Committee.

The Secretary reported that she had spoken with City staff and the City will not accept a letter from the Chair listing those current members who would like to reapply. Each member must apply individually with the application form provided by the City along with a resume detailing their background and skills that would be valuable to the Committee.

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Action: Secretary will contact Heritage Advisory Committees of St. Catharines and Niagara-on-the-Lake to find out what part they play in the selection of new Committee members.

Action: The Secretary will draft a letter to the new City Council listing skills and experience needed for new Committee members as outlined in the Ontario Heritage Toolkit.

Central Fire Station Restoration Celebration

Nora reported that the Open House held on Saturday September 29th was an overwhelming success with approximately 500 people touring the building and taking part in the activities. Several City Councillors including COWHAC member Councillor John Mastroianni volunteered their time to cook at the Food Truck. Several retired Fire Fighters who worked in the building stayed throughout the day to talk to visitors about the history of the building. Copies of historical documents and photos of the Fire Station from the COWHAC archives were on display. Feedback from the public was 100% positive.

6. Treasurer's report:

Committee were sent by email the updated Committee Budget, Income and Expense and Ledger along with the Agenda and Minutes for this meeting.

Bank balance for Sept. 30th not yet available. Cheques written between Sept. 11th and Oct. 3rd are as follows: Nora Reid – \$ 250.00 for administration in October, \$60.00 for student coop placement report to Fanshawe college and \$ 10.65 reimbursement for office expenses; Joanne Lynes - \$ 617.55 for conference hotel cost; Nora Reid – \$ 617.55 for conference hotel costs.

7. Correspondence

No new correspondence.

8. Adjournment: Meeting was adjourned at approximately 6:30 p.m.