



Heritage & Planning Advisory Committee

Minutes

Tuesday February 20, 2024 – 7pm

Council Chambers

Members Present: Jane Graham, Kim Weedmark, Brian Fitzpatrick, Chris Eyton, Natalie Derosiers, Rory Blaisdell, Council Liaison Anne Barr

Members Absent: Tanya Prinsep, Omar Simonyi, Dan Breithaupt

1. Call to Order

Meeting called to order at 7:05pm

2. Disclosure of Pecuniary Interest and Nature Thereof

None reported

3. Approval of the Agenda

The agenda was adopted as amended. Moved by Rory Blaisdell, Seconded by Natalie Desrosier. **Carried**

4. Approval of Minutes

a) Minutes of Dec 5, 2023

Adoption of minutes - discussion was held regarding the wording of the amended motion under 5 Business Items. Further to the discussion, a motion was made:

That the HPAC Committee table the minutes of December 5th, 2023, for further clarification and background before accepting them. Moved by Rory Blaisdell, Seconded by Chris Eyton. **Carried**

b) Information items:

- a. The Municipal Clerk will provide training and support to ensure that minutes follow a common approach and a standard format. The Chair will follow up with the Secretary and the Municipal Clerk.

- b. Terms of References for all Advisory Committees are being updated to include the direction from Council that Committees can initiate their own tasks/activities. Fully engaging in these tasks/activities are subject to approval from Council.
- c. Council has tasked the Committee to pursue the designation of McGuigan Cemetery as per Resolution R-19-12-02-24.

5. Business Items

Heritage Designation of McGuigan Cemetery

- a) A detailed discussion was held regarding the processes required for the heritage designation of McGuigan Cemetery. Further to that discussion, a motion was made to:

Establish a sub-committee to develop a report to Council supporting designation of McGuigan Cemetery. The report will use existing research materials and sources and will include:

- a physical description and history of the site, chronology of its use, and a list of any significant individuals
- the identification of the elements that meet the heritage values found in the Heritage Act
- any character defining elements and attributes
- an acknowledgment of potential indigenous presence in McGuigan Cemetery
- the appendices and resources that support the report

The sub-committee will include Jane Graham, Natalie Derosiers, and Brian Fitzpatrick. Moved by Chris Eyton, Seconded by Brian Fitzpatrick. **Carried**

- b) The significance of other cemeteries within the Municipality was noted during the McGuigan Cemetery discussion. Further to that discussion a motion was made:

That the HPAC Committee evaluate the heritage values of all cemeteries in the Municipality in order to support potential future projects. Moved by Brian Fitzpatrick, Seconded by Kim Weemark. **Carried**

- c) Next agenda topics:
 - a. Review the 2017 Strategic Plan with an eye towards refreshing the document for adoption in 2025
 - b. Designated Heritage Properties: review list and propose corrections, conduct a walking tour and sidewalk survey of designated property conditions
 - c. Municipal registry discussion

6. Next Meeting Date

The next meeting of the Heritage & Planning Advisory Committee -

March 19th, 7pm in Council Chambers

7. Adjournment

Adjournment at 8:59pm. Moved by Natalie Derosiers