

## Minutes from Heritage Advisory Commission Meeting - May 24, 2023

**Attendance: Judy, Lawrence, Julie, Ross, Glen, Linda, Dana**

**Regrets: Cliff, Mayor Wells**

Introduction and Opening remarks	<b>Chair</b>
Addition to Agenda	<b>Chair</b>
Review and Adoption of Minutes of April 27, 2023	<b>Chair</b>
Old Business	<b>Chair</b>

**Introduction and Opening Remarks** **Chair**

The Recreation, Culture, and Community Services Department at the City is in the process of developing the City's Strategic Cultural Plan and is working with Nordicity, a firm specializing in planning for the arts, culture, and heritage sector. The consultant will be interviewing the HAC during the second portion of the meeting by zoom.

**Additions to Agenda** **Chair**

- The new Director of Development Services at the City, Marianne Wade, will be stopping into the meeting to introduce herself to the HAC.
- Appreciation Cards from the HAC.
- Advertising for new HAC Members.

**City Clocks** **Chair**

No further update was provided from the Chair or City Staff. City Staff will keep the HAC apprised of any new updates on the Clock Project. The HAC expressed an interest in pursuing the City Clock project and wanted this to be reflected in the meeting minutes.

**Sandwich Manor (aka Duncan House)** **Dana B.**

City Staff has no official update for the HAC. The applicant has not yet submitted a formal application to the City for redevelopment. City Staff will keep the HAC updated as to when a formal application is submitted to the City.

**Signage for River and Bridge** **Chair**

The HAC would like to hold a workshop next week to discuss the type of signage for the River and Bridge. The HAC will meet on May 31, 2023 at 10am in the parking lot of Simm's Park for a discussion on the type of signage that would be appropriate for this. Dana will send out a reminder email to all HAC members to remind them of the meeting next week.

## **Old Business**

### **List of Memorial Trees**

**Chair**

Glen has prepared a list of Memorial Trees. City Staff will ensure it is saved in the HAC electronic internal records located at City Hall.

### **Recreation Boards at the Lewis Centre**

**Ross D.**

Ross D noted he would check on the panels and report back to the HAC at the next meeting in June 2023.

### **Dingwall Stairs**

Ross D. updated the HAC on the Dingwall Stairs Project and noted that a storyboard sign (to recognize the family name) may be appropriate for the stairs opposed to a plaque. Ross D noted that he will be waiting for the project to be completed before a decision is made on what kind of signage is best for the stairs project.

### **Cards for Heritage Commission**

**Dana B.**

Dana reviewed the quotes obtained from ABC Printing and Sure Copy for costs related to the HAC thank you cards that are on electronic file at City Hall.

The HAC passed the following motion:

***“City Staff to order fifty (50) cards (a combination of the different cards on file at City Hall) and envelopes from ABC Printing” ..... moved by Linda, Seconded by Lawrence***

### **City Staff to Advertise for Members**

**Dana B.**

A few HAC members are wishing to retire so the HAC would like to recruit new members.

The HAC passed the following motion:

***“That the City advertise for new members for the HAC” ..... moved by Linda, Seconded by Ross***

### **Query to Commission from Planning Department**

**Chair**

The HAC was referred an inquiry the E and N railway and the Chair noted the member of the public was a model train expert.

**In-Kind Hours**

- \* Judy 10 hours
- \* Glen 10 Hours
- \* Lawrence 1 hour

Adjournment

**Next Meeting 28 June, 2023**

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**Chair**