

Township of Woolwich Heritage Committee Minutes

January 12, 2022
Virtual – Zoom Meeting
From 5:00 to 6:25 p.m.

Meeting Chair: Councillor Patrick Merlihan (Chair)

Attended: Bonnie Bryant (Co-Chair)
Emily Brown
Hans Pottkamper*
Kim Hodgson
Marg Drexler
Pat Stortz

Staff Present: David Gundrum, Planner
Ilidia Sa Melo, Deputy Clerk
Robyn Koutrouliotis, Administrative Assistant

Regrets: Ingrid Pottkamper

Item 1 – Call to Order at 5:02 p.m.

Councillor Patrick Merlihan welcomed new members to the Committee.

Item 2 – Disclosure of Pecuniary Interest:

None

Item 3 – Election of Chair and Vice-Chair

Moved by Bonnie Bryant
Seconded by Kim Hodgson

That the Heritage Committee appoint Councillor Patrick Merlihan as Committee Chair for the duration of the 2022 term.

...Carried.

Moved by Marg Drexler
Seconded by Pat Stortz

That the Heritage Committee appoint Bonnie Bryant as Committee Co-Chair for the duration of the 2022 term.

...Carried.

Item 4 – Adoption of Minutes of Previous Meeting of November 10, 2021

Moved by Co-Chair Bryant

Seconded by P. Storz

That the minutes of the Heritage Committee meeting on November 10, 2021 be adopted as presented.

...Carried.

Glasgow Street Bridge

** Hans Pottkamper entered the meeting.*

The Committee discussed considerations relating to horse and buggy traffic on the Glasgow Street Bridge.

Action: The Committee requested D. Gundrum liaise with Engineering Services staff regarding plans for allowing two-way horse and buggy traffic on the Glasgow Street Bridge.

** H. Pottkamper left the meeting.*

Item 5 – Township Heritage Story Map Online Viewer

David Gundrum, Planner, provided the Committee with an overview of the Woolwich Heritage Story Map implemented by Lisa Atkinson, GIS Technician, including an update to include historic bridges and the West Montrose cultural heritage landscape area. D. Gundrum noted the Story Map is a living resource. Moving forward, the Committee can provide updated information to D. Gundrum, who will liaise with L. Atkinson.

Action: The Committee requested D. Gundrum circulate the Woolwich Heritage Story Map weblink to the Committee.

Item 6 – West Montrose Bridge Restoration Update

D. Gundrum provided the Committee with a status update on the West Montrose Bridge restoration project; construction is scheduled to begin Spring 2022 and continue for approximately one year. Conclusion is anticipated for Spring 2023.

Co-Chair Bryant provided the Committee with an update from the December 2021 Regional Heritage Committee Meeting regarding structural issues that have been identified with the West Montrose Bridge; further information will be provided to the Regional Heritage Committee in March 2022. Co-Chair Bryant noted the engagement of a consultant from the U.S. with experience in covered bridges.

Item 7 – Middlebrook Bridge Update

D. Gundrum provided information received from Engineering Services staff regarding the Middlebrook Bridge. D. Gundrum noted Council and staff are awaiting a resolution from joint-owner Township of Centre Wellington's Council in February 2022 before moving forward.

The Committee discussed possible outcomes related to the Township of Centre Wellington's motion.

** H. Pottkamper entered the meeting.*

The Committee discussed other avenues available, including demolition and the relevant financial implications, sale to the Ontario Heritage Trust, fundraising, and considerations unique to shared municipal resources. K. Hodgson noted the incorporation fee is \$500.

Action: The Committee requested D. Gundrum bring information on the feasibility of the Ontario Heritage Trust option in relation to bridges to a future Committee meeting.

Item 8 – Peel Street Bridge Update

D. Gundrum provided an update on information received from Engineering Services staff regarding the proposed pedestrian conversion of the existing Peel Street Bridge. D. Gundrum noted intent to provide Township Council with a design by March 2022; anticipated construction could proceed later this year.

D. Gundrum noted information from the Virtual Public Consultation Session is available on the Township website for the Committee's review. Co-Chair Bryant relayed concerns received from Winterbourne residents regarding the consultation process. K. Hodgson expressed interest in the Session's community engagement statistics.

The Committee discussed snowmobile use on the bridge.

Action: The Committee requested D. Gundrum liaise with Ryan Tucker, Engineering Project Supervisor, regarding D. Gundrum bringing a draft design of the Peel Street Bridge before the Committee, to be reviewed by the Committee in an offline meeting.

Action: The Committee requested D. Gundrum liaise with R. Tucker, Engineering Projects Supervisor, to assess the feasibility of the Committee reviewing a draft report to prepare their comments on the draft prior to the report going before Council.

Action: If the above-referenced draft can be acquired, the Committee will meet for an offline discussion before the February 9th meeting.

Item 9 – Committee Goals Discussion

Heritage Plaque Installations

The Committee identified Heritage Plaque Installation as a high-priority project, with projected completion in Spring 2022.

D. Gundrum provided an update regarding COVID-19 related impact on sign installation.

Conestogo

D. Gundrum noted the installation should occur within the next few weeks and that the homeowner requested a commemorative event attended by Mayor Shantz for Spring 2022.

Maryhill

D. Gundrum noted the corrected plaque should be received by the end of the month due to COVID-19 related delays.

West Montrose

H. Pottkamper noted installations are on-hold until the Region has finished reconstruction work.

H. Pottkamper noted negotiations with the homeowners of one of the properties have resulted in agreement to install the plaque on the house itself, rather than on a road-side signpost, with the caveat that the process be handled discreetly.

Action: D. Gundrum will follow-up with homeowners who have not yet responded to correspondence sent in 2021.

Action: The Committee requested D. Gundrum liaise with H. Pottkamper regarding the second West Montrose installation when timing has been confirmed with the sign installer.

Ghost Signage

The Committee discussed the Ghost Signage project, including: finalizing brief write-ups on the locations, inclusion of the locations in the Story Map, assessing similar signage in area municipalities, requesting costing quotes, the potential implementation of a Ghost Signage historical tour and tourist brochure, the inclusion of folklore in the Story Map, and determining a budget-based installation timeline.

K. Hodgson proposed the inclusion of information on the Township's first Black settlement near Cox Creek; the Committee discussed inclusion of images and/or documentation of a historical context in acknowledgement of the settlement, in lieu of an exact location in the Story Map.

Action: The Committee will send information for the Ghost Signage project to Chair Merlihan for circulation.

Action: Information for inclusion in the Story Map will be sent to D. Gundrum and L. Atkinson, GIS Technician.

Heritage Designations

The Committee discussed updates to the Heritage Designation list, including the addition of the Peel Street Bridge, Elmira Library, and the St. Boniface Church and cemetery; Chair Merlihan noted the identification of heritage buildings during the Elmira Core Area Urban Design Study, including the Commercial Hotel, St. James Church, St. Paul Church, and the Great West Felt Company.

Action: The Committee will determine approximately four Heritage Designations to act on, moving forward.

Online Presence

The Committee discussed the need for, and advantages of, a stronger online presence in the form of a dedicated Heritage webpage. P. Stortz will liaise with Clerk's Division staff and K. Hodgson will provide additional support.

Action: Ilidia Sa Melo, Deputy Clerk, and Robyn Koutrouliotis, Administrative Assistant, will liaise with Clerk's Division staff regarding the status of the webpage project.

Heritage Preservation

H. Pottkamper highlighted the use of heritage preservation to boost the local economy as a future focus area.

Completion of Maryhill CHL Study

The Committee discussed the outstanding Maryhill Cultural Heritage Landscape (CHL) study, including a noise impact assessment, cost, and potential funding through Provincial or national bridge organizations. D. Gundrum confirmed that the cost of the study exceeds the Committee's budget.

The Committee discussed bringing the item forward in the upcoming training with Ministry staff to identify best-practices. H. Pottkamper proposed the Committee assess the feasibility of partnering with a university for the project.

Co-Chair Bryant noted the gravel pit application has gone to the Ontario Land Tribunal (OLT).

Economic Drivers to Heritage Preservation

H. Pottkamper proposed tying in economic drivers to heritage preservation, protection, and utilization as a future focus area.

Historical Walking Tour

The Committee discussed reviving the historical walking tour program. The Committee also discussed the use of QR code, a "ghost walk," and liaising with Explore Waterloo Region.

The Committee discussed liaising with Jenna Morris, Economic Development and Tourism Officer, to promote and execute heritage-related events.

Elmira Core Urban Design Study

Chair Merlihan provided an overview of discussion that occurred at the Elmira Core Area Urban Design Study Virtual Community Information Session and noted a report will be available in March 2022.

Action: The Committee requested D. Gundrum circulate the webpage link for the Elmira Core Area Urban Design Study Virtual Session.

Historical Photographs with Descriptions

The Committee discussed the location of twelve framed photographs with descriptions from 2014 or 2015, most recently housed in the Township Office.

Action: The Committee requested I. Sa Melo liaise with staff regarding the location of the photographs.

Item 10 – Ministry Training Session (Tentative)

D. Gundrum provided a status update on the proposed training session with Ministry of Heritage, Sport, Tourism, and Culture staff, pending completion of the Ministry's Heritage Cultural Toolkit reference document; the training is tentatively scheduled for the Committee's February 9th meeting. The Committee noted an interest in proceeding with the training with a draft version of the Toolkit.

The Committee agreed to dedicate the entirety of the February 9th Committee meeting to the Ministry training, if confirmed; ongoing updates and other discussion would occur via email following circulation of the meeting agenda.

Action: D. Gundrum will contact Ministry of Heritage, Sport, Tourism, and Culture staff next week to confirm a training date.

Action: The Committee requested D. Gundrum assess the feasibility of the Committee accessing and reviewing the Toolkit in advance of the training session.

Motion to Adjourn

Moved by K. Hodgson

Seconded by H. Pottkamper

That the meeting be adjourned to meet again on Wednesday, February 9, 2022.

...Carried