

Township of Woolwich Heritage Committee Minutes

April 12, 2023
Virtual – Zoom Meeting
From 5:00 to 5:47 p.m.

Meeting Chair: Councillor Bonnie Bryant (Chair)
Attended: Colleen Willard-Holt (Co-Chair)
Hans Pottkamper
Karen Cummings*
Katy Boose
Kim Hodgson*
Marg Drexler
Staff Present: Robyn Koutrouliotis, Licensing Officer/Administrative Assistant
Regrets: Allison Gramlow

LAND ACKNOWLEDGEMENT

Councillor Bonnie Bryant read a land acknowledgement.

CALL TO ORDER at 5:00 P.M.

DISCLOSURE OF PECUNIARY INTEREST

None.

ADOPTION OF MINUTES

Moved by Co-Chair Colleen Willard-Holt
Seconded by Marg Drexler

That the minutes of March 8, 2023 be adopted as presented.

...Carried.

WORK PLAN

Township of Woolwich Municipal Heritage Register

The Committee will continue to prioritize designations for the Elmira Carnegie Library and St. Boniface Cemetery in Maryhill.

** Karen Cummings entered the meeting.*

Co-Chair Willard-Holt and Katy Boose will take point on the Elmira library designation research.

Action: The Committee requested David Gundrum, Planner, provide a designation template.

Action: Co-Chair Willard-Holt and K. Boose will conduct research for the library designation.

ITEMS FROM THE PREVIOUS MEETING

Committee Meeting Format

Discussion occurred on the members' preferred meeting day, format, and frequency.

Moved by Hans Pottkamper
Seconded by K. Cummings

That the Township of Woolwich Heritage Committee, considering meeting format and details for meetings scheduled between May 2023 and November 2023:

1. Transition to a fully hybrid meeting format with a preference for in-person member attendance whenever possible;
2. Schedule meetings on Wednesdays at 5:00 p.m.; and
3. Schedule said meetings in accordance with the requirements outlined in the Heritage Committee Terms of Reference.

...Carried.

Heritage Plaques

* *Kim Hodgson entered the meeting.*

Greenhouse Road Plaque

Action: K. Hodgson will recirculate the draft content.

Former St. Boniface School Plaque – Information Update

Action: The Committee requested D. Gundrum provide an update on the installation of the former St. Boniface School heritage plaque at the May 10th meeting.

Final Review of Ghost Community Content

The Committee reviewed the ghost community content and discussed creating a new web page to allow for more detailed historical information to supplement the Story Map Viewer.

Action: The Committee requested Robyn Koutrouliotis, Licensing Officer/Administrative Assistant, determine the feasibility of adding another page to the Heritage section of the website.

Proposed Heritage Designations

St. Boniface Church Cemetery, Maryhill

The Committee reviewed the research and discussed next steps, including a staff report to officially designate the property.

Heritage Restoration Site Visit, Winterbourne

The Committee discussed merging the June 14th meeting with a site visit to the property.

Action: K. Hodgson will contact the property owners to determine their availability.

Peel Street Bridge

The Committee considered a site visit to the Peel Street Bridge as part of the June 14th meeting. Chair Bryant noted Council has deferred a decision on the bridge. The Committee discussed options to restore and/or retain the bridge, including the Ontario Heritage Trust.

NEW BUSINESS

Staff Role Expectations for Planning and Administrative Support

R. Koutrouliotis provided an overview of the administrative support she provides for Committee meetings. She noted content for the Heritage Story Map Viewer can be sent to Lisa Atkinson, GIS

Technician. Content for other Heritage web pages can be sent to Rae Ann Bauman, Executive Officer.

Action: The Committee requested D. Gundrum attend the May meeting to speak to his role.

Heritage Recognition Awards

The Committee discussed implementing a heritage recognition award program to formally acknowledge volunteers.

Heritage Content in Print Media

The Committee discussed liaising with local media to assess interest in publishing regular articles about heritage matters. The Committee discussed content options, including notable public figures, the history of the West Montrose Covered Bridge, and the evolution of downtown St. Jacobs.

** K. Cummings left the meeting.*

The Committee considered utilizing the research compiled for heritage designations and the Story Map Viewer. K. Boose expressed interest in drafting some of the write-ups and highlighted public interest in good-news stories.

Action: H. Pottkamper will contact the Woolwich Observer to assess interest in the project.

** K. Cummings re-entered the meeting.*

The Committee discussed research options such as interviews with knowledgeable community members. Various avenues were considered, including incorporating the request in the proposed newspaper articles; contacting the Woolwich Seniors' Association to assess member interest; and advertising via posters to request individuals submit suggestions. Additional discussion will occur at the May 10th meeting.

Economic Development and Tourism/Heritage Committee Collaboration

The Township's Economic Development and Tourism Officer is scheduled to attend the next meeting.

ITEMS FOR THE NEXT AGENDA

Ontario Heritage Trust

Action: K. Hodgson will reach out to a contact at the Trust for information on available programs and supports; an update will be provided at the next meeting.

ADJOURNMENT

Moved by H. Pottkamper

Seconded K. Hodgson

That the meeting be adjourned.

...Carried.