

April 3, 2025

SUBJECT: Recommendations for Consideration from:
Municipal Heritage Committee Minutes

MEMO TO: Council

FROM: Shannon Mista, Legislative and Committees Coordinator

The Municipal Heritage Committee, at their meeting of April 2, 2025, recommended and approved the following for consideration by Council:

8.1 [Priority Designation Work - Heritage Designation Draft By-laws - CDS-25-059](#)

Sumra Zia, Heritage Planner, presented on Heritage Designation Draft By-laws - CDS-25-059.

The Committee reviewed the attached material submitted as part of report CDS-25-059.

The Committee asked clarifying questions.

Moved by: Amanda Demers - Vice Chair

Seconded by: Brian Marshall

It is respectfully recommended that:

1.1 The designation by-laws for the properties at:

- 167 Four Mile Creek Road,
- 238 Four Mile Creek Road, and
- 1023 East and West Line

be endorsed in principle based on the staff evaluation within the designation reports;

1.2 Staff send a midway letter to the owners of 167 Four Mile Creek Road, 238 Four Mile Creek Road and 1023 East and West Line to inform them of the designation process timeline; and

1.3 Council direct staff to issue the Notice of Intent to Designate ("NOID") for each property to start the formal designation process under the Ontario Heritage Act.

APPROVED



MUNICIPAL HERITAGE COMMITTEE MEETING MINUTES

April 2, 2025, 6:00 p.m.

Members Present: Drew Chapman - Chair, Amanda Demers - Vice Chair, Councillor Tim Balasiuk, Councillor Gary Burroughs, Brian Marshall, David Snelgrove, Alexander Topps, Rita Trudeau

Members Absent: John Morley

Staff Present: Steve Burke - Manager of Policy and Heritage Planning, Sumra Zia - Heritage Planner, Shannon Mista - Legislative and Committees Coordinator

1. CALL TO ORDER

The meeting was called to order by Drew Chapman, Chair at 6:00 p.m.

2. ADOPTION OF AGENDA

Moved by: Councillor Gary Burroughs

Seconded by: Councillor Tim Balasiuk

That the agenda be adopted as presented.

APPROVED

3. ANNOUNCEMENTS

3.1 Heritage BINGO winner - Michael Lampman

Councillor Balasuik, presented Michael with a gift basket for winning the Heritage BINGO during Heritage Week.

4. CONFLICT OF INTEREST

None were declared.

5. PREVIOUS MINUTES

5.1 March 5, 2025

Moved by: Councillor Gary Burroughs

Seconded by: Brian Marshall

The March 5, 2025, minutes were received.

APPROVED

6. PRESENTATIONS

6.1 [Christophe Rivet from Cultural Spaces - HCD Expansion Study Update](#)

Christophe Rivet from Cultural Spaces presented on the Heritage Conservation District (HCD).

The Committee asked clarifying questions and provided feedback to staff.

Moved by: Councillor Gary Burroughs

Seconded by: Amanda Demers - Vice Chair

That the Heritage Conservation District (HCD) Draft Study Summary be received.

APPROVED

7. CORRESPONDENCE

There were none.

8. BUSINESS

8.1 [Priority Designation Work - Heritage Designation Draft By-laws - CDS-25-059](#)

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APPROVED

9. NEW BUSINESS

Alex Topps asked Sumra for an update and construction plan on the Youngs School House (630 King Street).

Councillor Burroughs asked for an update on 46 Paxton Lane.

10. NEXT MEETING DATE

Wednesday, May 7, 2025, at 6:00 p.m.

11. ADJOURNMENT

Moved by: David Snelgrove

Seconded by: Councillor Gary Burroughs

Adjournment unanimously took place at 7:19 p.m.

APPROVED