



The Corporation of the Municipality of Mississippi Mills

Heritage Advisory Committee Meeting

MINUTES

October 18, 2023

3:00 p.m.

E-participation

Committee Present: Michael Rikley-Lancaster
Jane Torrance
Janet Carlile
Jill McCubbin
Sandra Franks
Stephen Brathwaite

Committee Absent: Harold McKay

Staff Present: Melanie Knight, Senior Planner
Jennifer Russell, Building Clerk

A. CALL TO ORDER

Michael Rikley-Lancaster, Chair, called the meeting to order at 3:02 pm.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None

C. APPROVAL OF AGENDA

Moved by Janet Carlile

Seconded by Jane Torrance

THAT the Agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Moved by Jill McCubbin

Seconded by Janet Carlile

THAT the minutes dated June 21, 2023 be approved;

AND THAT the minutes dated August 16, 2023 be approved as amended to replace "timer-run mill" with "Timber Run" and replace "Stewart McClean" with "Stuart McLean".

CARRIED

E. DELEGATIONS AND PRESENTATIONS

None

F. REPORTS

None

G. BUSINESS ARISING OUT OF MINUTES

G.1 Heritage Permit Approval Process

Melanie Knight, Senior Planner, informed the Committee that no comments or revisions were received from the Committee members regarding the Heritage Permit Approval Process, and that the process will be launched at the beginning of 2024.

G.2 Crosswalks on Mill Street - Verbal Update

Councillor Torrance provided an update on the Mill St crosswalks. The Public Works Department is currently doing the traffic counts with a report going to Council and Heritage Committee for review.

Councillor Torrance also informed the Committee that the Economic and Cultural Department has included in the 2024 budget paint for the downtown street lamps and heritage light fixtures.

G.3 38 Main St., Almonte Dungarvon Building

Melanie Knight, Senior Planner, provided an update on 38 Main St, Dungarvon building.

The Committee discussed the following items:

- Changes to the exterior of heritage buildings require heritage approval, except when there is concern for public safety.
 - Concrete blocks that are currently at the corner of the Main St and Union St N are to maintain public safety.
- Now that the Municipality has received the owner's engineer's report there is liability for the municipality. As a result, the Chief Building Official has requested a second structural review on behalf of the Municipality. Once received, the Committee will be able to review the structural reports and provide feedback to staff.
- Committee to consider the longevity of our heritage buildings and how the Committee can help preserve and maintain these buildings while acknowledging that they are still private property and are the responsibly of property owners to maintain.

Sarah More to provide a list of potential non-municipal grants for heritage property owners.

Staff to reach out to the Heritage team at the City of Ottawa to request a presentation about their heritage program for the new year.

H. ROUND TABLE

Councillor Torrance - "Spinning Yarns, The Millworkers' Musical" will be presented on November 17th - 19th and 24th - 26th. This musical provides plenty of historical information about the millworkers and the history of the Almonte.

I. INFORMATION AND CORRESPONDENCE

None

J. OTHER / NEW BUSINESS

J.1 Heritage Budget 2024 - Verbal Update

Councillor Torrance and Melanie Knight, Senior Planner, provided a summary of the budget timeline. The next budget meeting is November 17th.

Committee and staff to review options to promote the heritage grants and heritage tax reimbursement programs for 2024.

K. MEETING ANNOUNCEMENTS

The next Heritage Committee meeting is scheduled for Wednesday November 15, 2023.

L. **ADJOURNMENT**

Moved by Jane Torrance

Seconded by Sandra Franks

THAT the meeting be adjourned at 3:49 pm.

CARRIED

Jennifer Russell, Recording
Secretary