



The Corporation of the Municipality of Mississippi Mills

Heritage Advisory Committee Meeting

MINUTES

December 18, 2024

3:00 p.m.

E-participation

Committee Present: Michael Rikley-Lancaster
Janet Carlile
Stephen Brathwaite
Harold McKay
Sandra Franks
Gary Lamers

Committee Absent: Jane Torrance

Guests: Sally Coutts, Heritage Consultant
Sarah More, Researcher
Ryan Koolwine, project1studio
Joe Thottungal
Keith Blades

Staff Present: Melanie Knight, Director of Development Services & Engineering
Melissa Fudge, Planning Technician
Hayley McCartney, Policy Planner

A. CALL TO ORDER

The Chair, Michael Rikley-Lancaster, called the meeting to order at 3:05 pm.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None.

C. APPROVAL OF AGENDA

Moved by Stephen Brathwaite

Seconded by Sandra Franks

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Moved by Janet Carlile

Seconded by Sandra Franks

THAT the minutes dated November 20, 2024 be approved.

CARRIED

E. NEW HERITAGE ADVISORY COMMITTEE MEMBER

The Chair, Michael Rikley-Lancaster, introduced Gary Lamers, the new Committee member, and provided a brief biography.

F. DELEGATIONS AND PRESENTATIONS

F.1 27 Bridge Street - Pre-consultation for Proposed Restaurant

Ryan Koolwine of project1studio presented an overview of the proposed 1-storey restaurant for 27 Bridge Street. The purpose of the presentation was for pre-consultation with the Committee prior to a formal heritage permit and site plan applications. The Chair welcomed comments from Committee members, and the following items were discussed:

- Gary Lamers inquired about the number of parking stalls in relation to seating capacity.
 - Ryan Koolwine confirmed the proposal includes 5 parking stalls and 71 seats, including the patio.
- Gary Lamers inquired about the adequacy of the 5 parking stalls and the design of the rear parking lot and lane.
 - Melanie Knight, Director of Development Services and Engineering, clarified that the parcel has legal non-conforming right of no parking, and the applicant is making improvements to the on-site parking.

- Janet Carlile asked whether the design would fit within the context of the community and if a second storey for accommodations was being considered.
 - Melanie Knight confirmed that the applicant could consider adding a second storey to the design.
 - Sally Coutts, Heritage Consultant for Mississippi Mills, provided historical context, noting that the site was previously occupied by a two-storey building before the pizza restaurant with a photo of the building on the cover of the Heritage Conservation District (HCD) document. While a second storey could be added, there were no heritage concerns with proceeding with a flat-roof design. The streetscape guidelines in the HCD encourage a continuous street wall, which is reflected in the design, except for the gap between the patio and the stone wall.
- Stephen Brathwaite thanked the applicant for presenting the project and acknowledged that change within the HCD is challenging. Stephen also noted that additional parking is available on Reserve Street by the Alameda.
- Stephen Brathwaite asked whether a rooftop patio had been considered.
 - Ryan Koolwine confirmed that a second storey and rooftop patio were initially considered, but the challenge of staff movement between levels made it less ideal for operations.
- Michael Rikley-Lancaster acknowledged that the proposal represents a vast improvement and is an exciting addition to the community.
- Sally Coutts noted some design elements, such as the cornice and the reflective windows, did not fully reflect the character of the HCD, but expressed approval of the overall design spirit. It was also noted that the design has a very different expression compared to typical buildings within the HCD. Sally questioned whether the stone was laid with mortar and how the stone was selected.
 - Ryan Koolwine confirmed that mortar would be used in the stonework and that the stone was intended to resemble ledge

stone, similar to the stonework of the Almonte Old Town Hall.
The rendering provided did not fully capture this detail.

- Sally Cou tts recommended that the Committee review the relevant sections of the HCD guidelines to ensure the design aligns with the district's character. Sally suggested that further fine-tuning could be done to address these concerns.
- Sandra Franks noted that the building appeared quite modern and questioned whether it fit within the HCD. Sandra expressed interest in seeing it connected to a more tangible historical reference.
- The applicant will consider Committee's comments and return with a Major Heritage Permit application for further review.

G. STAFF REPORTS AND HERITAGE APPLICATIONS

G.1 Heritage Applications Report

Melanie Knight, Director of Development Services and Engineering provided an update on the applications.

G.2 Stone Five Arches Bridge, Pakenham - Rehabilitation Project

Melanie Knight, Director of Development Services and Engineering, confirmed that a recommendation report will be provided for the following meeting.

H. BUSINESS ARISING OUT OF MINUTES

H.1 Cemeteries

Michael Rikley-Lancaster provided a summary of the report from Keith Blades regarding the proposed remediation of the Old Methodist Church Cemetery.

The Committee discussed the following items:

- Keith Blades, Conservator, confirmed that the report was created to maintain traction on the project and is a summary of items discussed with Deputy Mayor Minnille on site. Keith noted that marble markers are deteriorating and require immediate attention. Keith recommended that an action plan be developed, including research on the site, boundary identification, and cleanup.
- Keith also suggested that designation of the cemetery is important for raising awareness of its value.

- Sandra Franks emphasized that the cemetery is in a prominent location and expressed support for keeping the public aware of its significance. Sandra encouraged the Committee to highlight the importance of cemeteries like this one and expressed a desire to see the action plan progress.
- Michael Rikley-Lancaster asked if Sarah More could undertake research on the cemetery to support the project.
- Keith Blades noted that unmarked burials exist within the cemetery and recommended conserving the existing markers; suggesting redisplaying the markers in their original locations or potentially relocating them, but more research is required.
- Sally Coutts mentioned experience in conducting research on cemetery conservation and advised the cemetery is not eligible to be designated under Part V of the Ontario Heritage Act. It was suggested to focus on the project as a worthy conservation effort, even if the long-term designation may not be feasible.
- Michael Rikley-Lancaster recommended that research should be conducted to define the cemetery's boundaries, as it could assist with securing funding for the project.
- Keith Blades is willing to continue advising the Committee as needed throughout the project.
- Janet Carlile suggested that the Committee visit the cemetery to gain a better understanding of its condition and historical significance and noted that several notable figures from Almonte are buried there.
- Melanie Knight suggested scheduling a site visit in the Spring, following completion of research component.

H.2 38 Main Street East - Dungarvon Building Update

Melanie Knight, Director of Development Services and Engineering, provided an email update this week regarding the progress of the project and that it is progressing well. The stabilization work is on track for completion by the end of January.

I. INFORMATION / NEW BUSINESS

I.1 Committee Meeting Schedule for 2025

Michael Rikley-Lancaster confirmed that the schedule for 2025 has been sent out to the Committee. Meetings will typically be scheduled on the first Wednesday of each month at 4:00 pm.

J. MEETING ANNOUNCEMENTS

The next Heritage Advisory Committee is scheduled for Wednesday, January 8, 2025 at 4:00 pm.

K. ADJOURNMENT

Moved by Janet Carlile

Seconded by Sandra Franks

THAT the meeting be adjourned at 4:02 pm.

CARRIED

Melissa Fudge, Recording
Secretary