



Brockton Heritage Committee Minutes

Monday, April 3, 2023, 4:30 pm

Victoria Jubilee Hall, 111 Jackson Street South, Walkerton ON N0G 2V0

Members Present **Dean Leifso, Chair**
Sarah Johnson, Deputy Clerk and Secretary
Ted Cobean
Barb Kerry
Ron MacKinnon
Gregory McLean
Tanya Tilson

Members Absent: **Lynda Breig**

Guests Present: **Bob McCulloch and Jim Bohnert, Victoria Jubilee Hall**

1. Call to Order and Acceptance of Agenda

The meeting was called to order 4:30 p.m.

Ted Cobean added an additional item for consideration under New Business for Updates on the Greenock Shop archives and the Walkerton Library.

Resolution:

Moved By: Ron MacKinnon

Seconded By: Barb Kerry

That the Brockton Heritage Committee hereby approve the April 3, 2023 meeting Agenda as amended.

Carried

2. Declarations of Pecuniary Interest and the General Nature Thereof

Ted Cobean and Barb Kerry declared conflicts of interest on Items 3.1 and 9.1

3. Delegations

3.1 Victoria Jubilee Hall Window Replacement Request

Bob McCulloch and Jim Bohnert presented a delegation to the Committee, noting the history of the building, and progress being made to maintain the Victoria Jubilee Hall.

Mr. McCulloch summarized the work that needs to be completed to the windows, in comparison to previous repairs being completed by volunteers, noting the height and safety concerns associated with these windows needing replacement. Mr. McCulloch summarized the quotes provided by Trillium Glass who have replaced other heritage designated properties in town, noting that Victoria Jubilee Hall would appreciate receiving the full amount of \$31,380.10 from the Committee for these repairs.

Mr. McCulloch noted there may be additional repairs required once the windows are inspected, and future repairs that would be required.

Mr. McCulloch responded to an inquiry on whether the work could be split up, noting that the cost would increase if Trillium Glass had to attend to the building more than once, rather than completing the work at one time as indicated in the quote.

Mr. McCulloch responded to an inquiry about the structure of the windows, and the benefits of insulated glass that was installed at one side of the building, though that is not proposed for this repair.

The Committee summarized the current Heritage Trust Fund Program, advising that presently loans are available for up to \$10,000, or grants for \$5,000, although grants are supposed to be accompanied by a loan. The Committee noted that there is discretion for accepting proposals for a grant without the loan component, but noted that the figures are outdated and the Committee will likely recommend to Council that the By-Law be updated.

Mr. McCulloch responded to an inquiry on the project timeline, noting that if funding was received they would like to have the work completed this summer, and there are already concerns with leaking window sills that should be replaced sooner than later.

The Committee discussed some changes they proposed to the By-Law which was previously enacted by the Town of Walkerton in the 1980's and amended by Brockton in 2007 and again in 2010.

The Committee noted they could make recommendations to Council to amend the By-Law, though currently only \$5,000 would be available to Victoria Jubilee Hall.

The Committee discussed the maximum amounts for grants, and other criteria that should be included to differentiate between properties. The Committee discussed the timeline associated with this application in comparison to the amount of time that may be required to review and amend the policy.

The Committee expressed support for Victoria Jubilee Hall's application and noted that further consideration would be given later in the meeting.

Mr. McCulloch and Mr. Bohnert left the meeting at 5:04 p.m.

4. Adoption of Minutes

4.1 Heritage Committee Minutes - February 6, 2023

Resolution:

Moved By: Ted Cobean

Seconded By: Tanya Tilson

That the Brockton Heritage Committee hereby approve the minutes from the February 6, 2023 meeting as presented.

Carried

5. Business Arising from the Minutes

5.1 Henry Cargill House Colour Change

The Secretary noted that Council are in support of ensuring the work completed and staff are following up with the homeowners.

The Committee noted that the property owners have still not submitted an application for consideration.

6. Correspondence

6.1 2022 Analytics for Heritage Website through Our Digital World

Ted Cobean reported that there have 856 users on the website over 2022 (approximately 30-50 users/month) which is consistent with previous years, and noted the location of individuals accessing the site.

7. Accounts

7.1 February 2023 Financial Report

7.2 March 2023 Financial Report

Resolution:

Moved By: Barb Kerry

Seconded By: Ron MacKinnon

That the Brockton Heritage Committee hereby accept the February 2023 and March 2023 Financial Reports as presented.

Carried

The Committee requested a final copy of the approved heritage budget.

8. Old Business/Ongoing Projects

8.1 Heritage Plaques for Truax Dam and Bridge 11

The Truax Dam plaque has been delivered to the Municipal Office. The committee discussed installing the plaque at the lookout point with a view of the former dam. The Secretary will inform the Committee of available dates for photo opportunities of the installation of the Truax Dam and Bridge 11 plaques.

8.2 Cloud-Based Transfer System for Heritage Photos

The Secretary provided an explanation of the cloud structure, sharing access, how to add new files, and a future opportunity to improve the inventory layout of the cloud.

Barb Kerry informed the Committee that an individual has converted a 1940's video to electronic format and offered to share it with the Committee, as well as convert other videos in the future, such as a VHS of the former hospital closure, and water crisis interviews.

The Committee noted that there should be a review of the Municipal Freedom of Information and Protection of Privacy Act prior to sharing files with members of the public.

8.3 Award for Outstanding Contributions in Preserving and Promoting Brockton

8.4 Donation Policy Brochures

Barb Kerry reported that brochures were distributed to Cameron's Funeral Home, and more will be donated to Mighton's and Rhody's Funeral Homes.

8.5 Local History Books on Brockton Heritage Website

8.6 2024 Doors Open

The Committee discussed the plans for Doors Open 2024, and the need to confirm which 2020 sites still wish to be involved in the 2024 event, and the timelines involved with notifying the Province and creating advertising materials.

The Committee agreed to form a sub-Committee for Doors Open at the next meeting.

9. New Business

9.1 Victoria Jubilee Hall Window Replacement Request

The Committee discussed the proposed motion included in the report, and the preference to amend the 2010 By-Law, noting limitations in the current By-Law. The Committee discussed the loan program, and other considerations for the amended By-Law, such as distinguishing between for profit and non-profit organizations, the maximum amount for grants, and eligibility for grants.

The Committee discussed the impact on designated properties applying for grants without loans being involved, and the depletion of the heritage reserve fund, and whether there could be a clause inserted into the amended By-Law to allow Council to replenish the reserve fund once it reaches a certain amount.

The Committee favoured recommending to Council that the By-Law should be reviewed, and noted that both proposals are justifiable though the Committee and Council should not continue to grant exceptions to the policy; rather update the By-Law to be more inclusive and updated with the current times. The Committee noted the preference to receive the draft amended By-Law prior to Council approval.

The Committee recommended that both Victoria Jubilee Hall and Rob Fischer submit formal applications using the template included in the Heritage Trust Fund Program By-Law.

Resolution:

Moved By: Tanya Tilson

Seconded By: Gregory McLean

That the Brockton Heritage Committee hereby receives Report Number BHC2023-01 - Victoria Jubilee Hall Window Replacement Request, prepared by Sarah Johnson, Deputy Clerk and in doing so approves the repair and installation of the 15 windows by Trillium Glass Inc. in principle subject to a formal application being received from Victoria Jubilee Hall.

Carried

Resolution:

Moved By: Gregory McLean

Seconded By: Tanya Tilson

That the Brockton Heritage Committee hereby recommend that the Council of the Municipality of Brockton consider reviewing and updating By-Law 2010-40 - Heritage Trust Fund Program By-Law and further that a draft policy be brought forward to the Heritage Committee for review and comments prior to approval.

Carried

9.2 Former Baptist Church Building Facade Improvement Request

The Committee discussed Rob Fischer's proposal, and noted the unfortunate rejection from the Bruce County Spruce the Bruce grant program, inquiring whether the building would be eligible for the Municipality's Community Improvement Plan facade grant.

The Committee suggesting including a section on whether additional grants had been applied for in the amended By-Law.

The Committee noted that the type of mortar should be determine prior to approval to ensure the appropriateness for the building to avoid cracking.

The Committee supported the work being completed, but requested that a formal application be submitted using the form included in the Heritage Trust Fund Program By-Law.

The Committee discussed whether the maximum amount for the grant should be \$20,000-25,000, noting that the amount of applications would cause depletion of the reserve fund, and including a restriction on the timeline for applications being received.

Resolution:

Moved By: Gregory McLean

Seconded By: Barb Kerry

That the Brockton Heritage Committee hereby receives Report Number BHC2023-02 – Former Baptist Church Building Façade Improvement Request, prepared by Sarah Johnson, Deputy Clerk and in doing so approves the proposal to repair the exterior stone masonry in principle, subject to a formal application being submitted by Rob Fischer.

Carried

Resolution:

Moved By: Gregory McLean

Seconded By: Barb Kerry

That the Brockton Heritage Committee hereby recommend that the Council of the Municipality of Brockton consider reviewing and updating By-Law 2010-40 - Heritage Trust Fund Program By-Law and further that a draft policy be brought forward to the Heritage Committee for review and comments prior to approval.

Carried

9.3 Greenock Shop Heritage Archives and Walkerton Library Update

The Secretary informed the Committee on the ongoing organization of the archives at the Greenock Shop. The Committee noted they may wish to review their inventory and clear out duplicates of certain artifacts.

Ted Cobean reported that the former archive room at the Walkerton Library has been filled with the microfische, view scan, and additional files that were previously located upstairs. The Committee discussed the current setup of the room, including ensuring electrical outlets are available for the equipment, and noting possible humidity concerns.

10. Adjournment

Resolution:

Moved By: Ron MacKinnon

Seconded By: Gregory McLean

That the Brockton Heritage Committee adjourns at 6:25 p.m. to meet again on June 5, 2023 at 4:30 p.m. at Victoria Jubilee Hall subject to a Special Meeting being called by the Chair.

Carried