



## **Brockton Heritage Committee Minutes**

Monday, February 5, 2024, 4:30 pm  
Victoria Jubilee Hall, 111 Jackson Street South, Walkerton ON N0G 2V0

**Committee Members Present:** Dean Leifso, Chair

Barb Kerry

Lynda Breig

Ted Cobean

Tanya Tilson

Ron MacKinnon

Gregory J. McLean, Councillor

Sarah Johnson, Deputy Clerk and Secretary

**Guests Present:**

Fiona Hamilton, Director of Legislative and Legal Services (Clerk)

### **1. Call to Order and Acceptance of Agenda**

The meeting was called to order at 4:31 p.m.

Ted Cobean added the following new items to the agenda, Penticton Herald newspaper, Heritage Register, and Heritage Budget.

#### **Resolution:**

Moved by: Gregory J. McLean

Seconded by: Ron MacKinnon

That the Brockton Heritage Committee hereby approve the agenda for the meeting on February 5, 2024 as amended.

**Carried**

### **2. Declarations of Pecuniary Interest and the General Nature Thereof**

### **3. Adoption of Minutes**

3.1 Brockton Heritage Committee Minutes - November 29, 2023

#### **Resolution:**

Moved by: Ron MacKinnon

Seconded by: Barb Kerry

That the Brockton Heritage Committee hereby approve the minutes from the meeting on November 29, 2023 as presented.

**Carried**

**4. Business Arising from the Minutes**

**5. Correspondence**

**6. Accounts**

6.1 Financial Report - December 2023

6.2 Financial Report - January 2024

**Resolution:**

Moved by: Lynda Breig

Seconded by: Gregory J. McLean

That the Brockton Heritage Committee hereby accept the December 2023 and January 2024 Financial Reports as presented.

**Carried**

6.3 Heritage Committee Budget

The Committee discussed the proposed Heritage Budget being considered by Brockton Council and that a final budget would be provided to the Committee once approved.

**7. Old Business/Ongoing Projects**

7.1 Doors Open

The registration fee for Doors Open 2024 has been paid, and Brockton will be receiving a login for the Doors Open Ontario website to promote our event and include the site listings. The agreement with site owners is being reviewed, and signed agreements as well as insurance documentation will be needed to finalize the sites.

The Committee discussed the volunteer requirements, and the proposal that volunteers be provided by the Municipality of Brockton, Committee members, and/or service clubs to ensure that volunteers are covered under insurance.

The Municipality will support the committee in a streamlined fashion when contacting sites and promoting the event, including having identification for volunteers, and provide training on accessibility and other customer service requirements needed to act as a volunteer at this event.

Homeowner insurance may be compensated for the cost of adding the Municipality to their insurance policy for Doors Open.

The Municipality will provide a formal package to site owners including an introductory letter with information on Doors Open, the application form to provide information, descriptions, and photographs of the site, the agreement to be signed, and insurance requirements to complete/provide to the Municipality.

The Committee discussed the currently proposed 13 sites to be included on the tour, and the brochures/booklets printed for previous tours.

It was noted that the Greenock Shop is being used by the Cargill Homecoming Committee until the end of August. At that time, the Heritage Committee can review the Heritage Archives and determine which artifacts they would like to display at Doors Open.

Fiona Hamilton, Director of Legislative and Legal Services (Clerk) provided an update to the Committee on Council's direction to remove the plaques and pergolas at the Walkerton Heritage Water Gardens with additional decisions to be provided in the future. The Committee agreed to not feature the Water Gardens on Doors Open 2024.

#### 7.1.1 Doors Open 2024 Promotional Proposal

**Resolution:**

Moved by: Barb Kerry

Seconded by: Ron MacKinnon

That the Brockton Heritage Committee hereby receives Report Number COM2024-01 - Doors Open 2024 Promotional Proposal, prepared by Sarah Johnson, Deputy Clerk and in doing so approves the staff recommendations to promote the Doors Open event occurring on September 28, 2024.

**Carried**

#### 7.2 Review of Heritage Trust Fund Program By-Law

The Committee discussed the Heritage Trust Fund Loan Program By-Law, the process to request a grant in comparison to a loan, and recent decisions by Council to issue grants rather than loans.

Fiona Hamilton, Director of Legislative and Legal Services (Clerk) suggested that language could be added to the by-law that loans should be considered prior to grant applications, and that grants should be considered for work preserving heritage. The Committee discussed

whether to make any distinctions between private and non-profit properties.

The Committee discussed challenges associated with the loan program, and the reserve fund that continues to be diminished through approving grants rather than loans such that money may not be available when needed in the future.

7.3 Award for Outstanding Contributions on Preserving and Promoting Brockton Heritage

The Committee deferred this item to the next meeting.

7.4 Local History Books on Brockton Heritage Website

**8. New Business**

8.1 Heritage Conservation Session at Municipality of Kincardine

Bert Duclos is hosting a Heritage Conservation Session in Kincardine and is looking to obtain interest from the Committee if they wish to participate. The Committee expressed their interest in attending the training session and would like additional information.

8.2 Donation of Walkerton Article in London Free Press Newspaper

A newspaper article featuring an aerial view of Walkerton in 1946 was donated at the Municipal Office and will be included in the Heritage Archive Collection.

8.3 Cullen Family Genealogy Donation Inquiry

A resident inquired if the Committee would like binders of genealogy of the Young, Christie, Barry, Cullen families who were pioneer settlers of Brant Township. The Bruce County Museum advised they would accept digital records but not the physical binders.

The Committee discussed the genealogy records which may pertain to cemetery records, and recommended that the records be accepted.

8.4 Penticton Herald Newspaper

Ted Cobean advised that the Penticton Herald Newspaper published an article on the Victoria Jubilee Hall's delegation to Brockton Council, noting that local news stories are occasionally published in this associated newspaper.

## 8.5 Heritage Register

Ted Cobean discussed the meeting held in Saugeen Shores educating the public on changes to the Ontario Heritage Act, and the updates required to the Municipal Heritage Register. It was noted that Brockton would need to review the Heritage Register and try to encourage Listed Properties to officially designate otherwise they are no longer allowed to be included on the register under the Ontario Heritage Act.

## 9. Closed Session

### **Resolution:**

Moved by: Gregory J. McLean

Seconded by: Tanya Tilson

That the Brockton Heritage Committee enter into Closed Session at 5:46 p.m. in order to address a matter pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees - **Designated Heritage Property Proposal**

**Carried**

### **Resolution:**

Moved by: Ted Cobean

Seconded by: Lynda Breig

That the Brockton Heritage Committee hereby approve the direction provided to staff in Closed Session.

**Carried**

## 10. Adjournment

### **Resolution:**

Moved by: Barb Kerry

Seconded by: Lynda Breig

That the Brockton Heritage Committee hereby adjourn at 6:05 p.m. to meet again on April 8, 2024.

**Carried**