



## MUNICIPAL HERITAGE COMMITTEE

### REPORT TO COUNCIL FOR THE YEAR 2019

## **EXECUTIVE SUMMARY**

The Municipal Heritage Committee (MHC) would first-of-all like to remind everyone that the most environmentally-friendly (green) building is one that is already built.

The MHC was established via By-law 10-98, in 1998, which says in short ‘That the committee hereby established, be responsible to advise and assist Council on all matters relating to Parts IV and V of the Ontario Heritage Act. In the language of 2019:

The role of the MHC is to advise Council on heritage conservation matters. The Ontario Heritage Act (OHA) requires Council to consult its MHC on:

- Listings to the Municipal Heritage Register
- Council’s intent to designate a property
- Council’s intent to amend or repeal a designation
- Proposed alteration of a designated property
- Proposed demolition or removal of a building or structure on a designated property
- Heritage conservation District Studies
- Heritage Easement Agreements

At the same time, the MHC is appointed by, and is responsible and accountable to Council. It helps Council to make decisions on any matter relating to the designation and conservation of property that is of cultural or heritage value, or interest. The MHC is therefore responsible:

- To the Municipality: To carry out assigned duties according to the municipal By-law, or resolution and procedures established by the municipality
- To the Municipality’s Citizens: - to help ensure that plans for change and progress are developed in a way that recognizes the historical continuity of their community.

The MHC is comprised of only five volunteers, and we welcome new members.

The MHC has been involved in a number of issues and projects over the last year that demonstrate the above-mentioned points.

Karen Prytula was appointed to the MHC in 2019, invited to be Acting Chair in April and was voted in to be permanent Chair in June. The MHC meets monthly; meetings were open to the public, and the Agendas and minutes are posted on the Town’s website.

What follows is a list of projects the MHC has been working on (to enforce environmentally-friendly attitudes towards our built heritage, and,) to preserve our built heritage, cultural heritage, again, with the object of recognizing the historical continuity of the community.

**Heritage Master Plan** or Built Heritage Strategy & Official Plan – The MHC has expressed a desire to be included during the revising of the Town’s Official Plan. The MHC can provide useful advice via:

- An environmental perspective. Encourage retention rather than destruction; we cannot have a sustainable future if we are going to continue tearing buildings down, and throwing them into landfill sites.
- Long-term economic prosperity,
- A ‘sense of place’ by defining character of our neighbourhoods,
- Built heritage resources,
- Consider grants and/or a heritage property tax relief program to all heritage designated, or possibly extended to properties that are on the Municipal Heritage List.
- Cultural heritage landscapes and views – height limitations in zoning by-laws, Heritage Impact Assessments when a development application comes through that may have an impact on an identified view. Natural areas (river, for one) and tree cover are important elements of the cultural heritage.

**Strategic Planning & Action Process** - The Corporation of the Town of Carleton Place embarked on a Strategic Planning and Action process to set the goals and objectives for the next four years. The MHC would be involved in this process, since one of the Town’s action plans was to survey the Town’s Committees to determine internal partners. The result of such an action plan was to amplify the work of the Committees and share the content. The MHC is eager to share their work.

**Conservation & Sustainability of Rural Landscapes** – We planned at least two presentations (one for council, and one for an open house but neither worked out in 2019), worked on replacing damaged interpretive plaques around the Town, inventoried heritage designation plaques, and inventoried the buildings who were given plaques to see if they are displaying them or not. Participated in webinars to see how to get the community interested in the conservation and value of their local built heritage.

**Doors Open** – Planning for this event started very early in the year for this one day event. Jennifer Irwin led this project from beginning to end, co-ordinating with property owners. She was also successful in applying for a grant to cover costs as this was a free event for the public. \$500 was allotted for advertising in the local papers. At the end of the day, 17 properties participated, which welcomed at least 2,200 people – most who were welcomed by the MHC as this small group of 5 volunteered to do so. Known locales where the visitors came from include Carleton Place, Ottawa, Gatineau, Maxville, Elizabethtown, Brockville, Smiths Falls, Kingston, Arnprior, Peterborough, and more. Feedback from these visitors included comments like “very pleased to learn the history of our Town”, and “so glad I came out, Carleton Place is a lovely Town”. No paid staff worked on this event. It cost a few thousand dollars to put on this event; breakdown as follows:

\$2,610.65 came out of the Municipal Heritage Committee budget

\$565.00 came from the Business Improvement Association

\$3, 020 came from in-kind (non-cash) support

This succesful event was highly effective in raising the profile of our local heritage sites, while raising awareness of our local heritage organizations, and local history in general. Next Doors Open will take place in 2021.

**Code of Conduct** – Members of the MHC read the Code and returned their signed paperwork to the Clerk.

**Website** – The MHC’s agendas and minutes are posted on the Town’s website. The MHC now has their own web-page on the Town’s website. This project is on-going; this is where we would post pictures and information of our built heritage, and agendas for next meetings, our Rate of Loss information, and the Municipal Heritage Register with hyper-links to the heritage attributes of the heritage designated properties, their by-laws, and pictures, as a start.

**Municipal Heritage Register** – The Ontario Heritage Act states that the Clerk is to maintain a List of properties of interest to the Town. This list remains an important tool in protecting the community’s heritage resources. The MHC has created this list, on behalf of the Town, and the community. This project has dominated 75% of the MHC meetings. Of importance to the town are built heritage resources, and cultural heritage landscapes.

Built heritage resources are: buildings, structures, monuments, installations, or remains of such resources, associated with architectural, cultural, social, political, economic, or military history, identified as being important to a community. These resources **may** be identified through a heritage designation, or heritage conservation easement under the Ontario Heritage Act, or LISTED by local, provincial or federal jurisdictions.

Cultural Heritage Landscapes are defined as geographical areas of heritage significance, which have been modified by human activities, and is valued by a community. It involves groupings of individual heritage features such as structures, spaces, archaeological sites, and natural elements, which together form a significant type of heritage form. Examples are neighbourhoods, parks, gardens, trees, mainstreets, trailways, industrial complexes, and cemeteries and farms.

For the purposes of this Municipal Heritage Committee, the LIST is what we have been working on; NOT heritage designations.

**By-laws** – The Town has 21 properties that have been designated heritage properties. Nineteen of them have been designated municipally by the past clerks and previous councils, under part IV of the Ontario Heritage Act. And, three properties designated provincially, under part III of the Ontario Heritage Act. (the Town Hall, the Train Station, and our museum which was once the Town Hall, jail & school). The final step to designating a heritage property is by way of a by-law, approved by council. However, most of our by-laws designating these properties were written almost 40 years ago and are outdated. The MHC has been reviewing these by-laws, and may update them in the future, if necessary, to further protect the properties. Updated By-laws will be forwarded to Ontario Heritage Trust as were the earlier By-Laws.

**Pamphlets & Brochures** – Pamphlets and Brochures have been edited, and brought up to date, and ordered when required.

**Comments** – The MHC was asked to review and comment on at least eight Class II & III Development Permits:

DP2-04-2018 – 33-35 Mill Street –

DP3-10-2018 – 127 Boyd Street – construction of a 4 storey, 32 unit

DP3- 150 Mill Street – Council granted conditional approval for a Class 3 development permit. They require that conditions be met to the satisfaction of the Town prior to entering into a Development Permit Agreement. Karen Prytula, spoke to Council and members of the public on the importance of keeping this heritage-designated building in the community.

DP2-02-2019 – Flora Street – Change of use within an existing commercial building

DP2-03 –2019 – 55 Lansdowne - Communications Tower

DP3-02-2019 – 6 Costello Drive – vacant land for a medical dental building.

DP3-03-2019 – 19 Roe Street – Business campus

DP – 119 Bell Street - 119 Bell Street – This building was not on the Towns Municipal Heritage List which means the Town would have had to grant a demolition permit within 30 days. Had it been on the Town’s List our planning department would have had 60 days, allowing staff to work with the owner before demolition was imminent. The MHC caught the fact that an archaeological assessment is required, paid for by the owner, before a demolition permit can be issued. The MHC also picked up on the fact that 119 Bell Street, is adjacent to a heritage-designated property (105 Bell St.) and the Provincial Policy Statement (PPS) provides some sort of protection of non-designated properties as 119 Bell Street is. Section 2.6.3. of the PPS states “Planning authorities shall not permit development and site alteration on adjacent land to a protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.”

**Environmental Assessments** – We have reviewed at least one Municipal Class environmental assessment, that being for the replacement of the central bridge.

**Rate of Loss** – Still in its early stages but we have been gathering information to document what we have lost over the years to demolition & ‘progress’, fire, neglect, or otherwise.

**Disaster Plan** for Heritage-Designated Properties –This topic was talked about at our meetings, and will be carried forward into the new year.

**Email Address** – The MHC worked with the Clerk’s office and now have their own email address: [heritage@carletonplace.ca](mailto:heritage@carletonplace.ca). Through this address we hope to be able to field questions from the public and Council, and offer advice to the same.

**Subscriptions** – The MHC subscribes to at least two educational tools in order to keep their heritage skills up to date. CHO News (Community Heritage Ontario) is a quarterly publication. We are also a member of the Architectural Conservancy of Ontario.

**Education** – The MHC participated in two symposiums, and one Municipal Heritage planning course. With this information learned, we strive to educate Council, and our residents.

## **IN CONCLUSION:**

Going forward, for the year 2020 the MHC will work on the following topics:

- Website
- All-day symposium
- Updated by-laws on heritage designated properties
- Disaster Plan - Does the Town have one? What is it? Where is it? Can it be applied to properties that are merely on the Town's Municipal Heritage Listing?
- We will continue to meet monthly or as required to address any and all concerns, questions, and issues Council and the public may have.

2019 Committee Members were:

Karen Prytula

Jennifer Irwin

Sean Redmond

John McIntyre

Blaine Cornell

Bernard De Francesco

Dave Robertson