



COMMITTEE MINUTES

KINGSVILLE MUNICIPAL HERITAGE ADVISORY COMMITTEE WEDNESDAY, APRIL 21, 2021 AT 4:30 P.M. VIA ZOOM

A. CALL TO ORDER

Chair Sacheli called the Meeting to order at 4:39 p.m. with the following Members in attendance:

MEMBERS OF MUNICIPAL HERITAGE ADVISORY COMMITTEE:

Matt Biggley
Shannon Olson
Kimberly DeYong
Bruce Durward
Anna Lamarche
Margie Luffman
Christine Mackie
Sarah Sacheli

MEMBERS OF ADMINISTRATION:

Sandra Kitchen, Deputy Clerk-
Council Services
Kristina Brcic, Town Planner
Stephanie Coussens, Office Support
John Norton, CAO (@ 4:55 p.m.)

Absent:

Elvira Cacciavillani (on personal business)

Also in attendance: Veronica Brown, researcher

B. DISCLOSURE OF PECUNIARY INTEREST

Ms. Sacheli reminded the Committee members in attendance that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. REPORTS AND ACCOUNTS

1. V. Brown
 - i. April 2021 Research Report submitted on April 15, 2021
 - ii. 1961 Seaclyff Drive Progress Report



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- i) April 2021 Research report submitted April 15, 2021

Ms. Brown presented her research report, including information on Registered Plan 1068 registered on December 29, 1922 “prepared according to the instructions of Culver Fitch, Darius Wigle, WJ Swallow and Wm T. Conklin”.

She also provided the following information:

75 Mill Street E, built in 1925; Owners: William John and Addie Swallow

79 Mill Street E, built in 1924; Owners: Mervin and Grace Swallow

83 Mill Street E, built in 1922; Owners: Frank and Hattie Herrington

89 Mill Street E, built in 1925; Owners: Silas and Bertha Allen

95 Mill Street E, built in 1924; Owner: Conklin Planing Mills

99 Mill Street E. built in 1924; Owner: Conklin Planing Mills

105 Mill Street E, built in 1924; Owner: Conklin Planing Mills

- ii) 1961 Seacliff Drive Progress Report (See Motion MHC21-2021 passed March 17, 2021)

Ms. Brown presented progress report on the above property, indicating that she has not been able to complete the research because she cannot access the Kingsville Archives during the COVID-19 lockdown to pull the deeds. She described the steps she uses to research a property such as this one on Seacliff Drive. It is a small property that is part of a 200-acre lot, and is not as ‘swift and tidy’ to research like the registered plans in town. She described the variety of resources she uses in her research including Land Abstract Indices, Gosfield South Assessment Rolls, the 1921 Census of Canada, the 1877 Walling Map, etc.

MHC24-2021

Moved by B. Durward, seconded by M. Biggley that the Committee receive the April 2021 Research Report of Veronica Brown.

CARRIED



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Ms. Sacheli will prepare an email to the property owners of 1961 Seacliff Drive informing them that because of COVID-19 protocols, the Committee has not yet been able to arrange a site visit.

2. Accounts for the period ending March 31, 2021

Ms. Sacheli presented the Accounts.

MHC25-2021 Moved by B. Durward, seconded by K. DeYong to accept the Accounts.

CARRIED

D. MINUTES OF THE PREVIOUS MEETING

1. Kingsville Municipal Heritage Advisory Committee Meeting Minutes — March 17, 2021

MHC26-2021 Moved by S. Olson, seconded by M. Biggley to adopt the Minutes of the Kingsville Municipal Heritage Advisory Committee Meeting dated March 17, 2021 as presented.

CARRIED

E. BUSINESS/CORRESPONDENCE – INFORMATIONAL

1. V. Brown – Approved Invoice for Research Services – March 2021

MHC27-2021 Moved by M. Biggley, seconded by C. Mackie that the Committee receive the approved invoice of V. Brown for research services for March 2021.

CARRIED

F. NEW AND UNFINISHED BUSINESS

1. Kristina Brcic, Town Planner—Welcome and introduction

Ms. Brcic provided a brief bio, and indicated she is looking forward to her new role as the assigned staff resource person to the Committee.



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The Chair and each Committee member then introduced themselves to Ms. Brcic and provided an overview as to their respective areas of expertise, knowledge, and interest in heritage. Ms. Sacheli thanked Ms. Kitchen for her assistance over the past several years.

At 5:23 p.m. Mr. Olson left the meeting due to another commitment.

2. Jack Miner Bird Sanctuary update—B. Durward

Mr. Durward updated that he is waiting on an updated letter requesting designation and is meeting with the Executive Director next week. A further site visit will be conducted to determine which specific heritage features will be included in the proposed designation by-law.

3. Update re: Heritage-themed photography contest

Mr. Biggley updated as to the contest details and an email will be provided to members with more information. Release/waiver forms will be circulated.

4. Discussion RE: updating the Heritage Brochure of designated homes.

This will be revisited at the next meeting (the subcommittee is composed of Ms. Cacciavillani and Mr. Biggley). The next version of the Heritage Brochure will not be in print form, but rather will be available online in an electronic format.

5. Discussion RE: updates to the Town's Website

Mr. Durward will review the links and information provided by the Town's Information Technology Manager, Mr. Tony Iacobelli and this item will be discussed at the May meeting. Options for adding the Heritage listings to the Town's website include:

- A linked pdf
- Placing on website directly with accordians
- Properties placed into the GIS Mapping System

G. NEXT MEETING DATE

1. Tuesday, May 18, 2021 at 4:30 p.m. via Zoom.



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H. ADJOURNMENT

MHC28-2021

Moved by B. Durward, seconded by M. Biggley that the Meeting adjourn at 6:04 p.m.

CARRIED

CHAIR, Sarah Sacheli

**DEPUTY CLERK-COUNCIL SERVICES,
Sandra Kitchen**