



COMMITTEE MINUTES

KINGSVILLE MUNICIPAL HERITAGE ADVISORY COMMITTEE TUESDAY, NOVEMBER 16, 2021 at 4:30 P.M. VIA ZOOM

A. CALL TO ORDER

Chair Sacheli called the Meeting to order at 4:32p.m. with the following Members in attendance:

MEMBERS OF MUNICIPAL

HERITAGE ADVISORY COMMITTEE:

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

MEMBERS OF ADMINISTRATION:

Town Planner, Kristina Brcic

Absent:

Bruce Durward
Elvira Cacciavillani

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. Accounts to date:
 - a. Last update October 2021

Sarah Sacheli asked about the funds under research / student. Kristina Brcic clarified that those funds also go towards Veronica Brown, the researcher.

MHC53-2021

Moved by Matt Biggley seconded by Margie Luffman that the Committee receive the October 31st, 2021 Accounts.

CARRIED



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2. Invoices:

a. V. Brown – October 2021

Kim DeYong if the researcher's focus can be redirected to help complete reports. Sarah Sacheli suggested that Veronica write the designation reports.

MHC54-2021

Moved by Shannon Olson seconded by Margie Luffman that the committee assign Veronica Brown about using her services to write the committee's outstanding research reports moving forward.

CARRIED

a. Photo Contest Prizes: K. DeYong

MHC55-2021

Moved by Margie Luffman seconded by Matt Miggley that the Committee receive the invoice regarding Photo Contest Prizes: K. DeYong.

CARRIED

D. MINUTES OF THE PREVIOUS MEETINGS

1. Kingsville Municipal Heritage Advisory Committee Meeting Minutes — October 19, 2021.

MHC56-2021

Moved by Christine Mackie, seconded by Shannon Olson, to adopt the Minutes of the Kingsville Municipal Heritage Advisory Committee Meeting dated October 19, 2021.

CARRIED

E. BUSINESS / CORRESPONDENCE – INFORMATIONAL

1. Research Report 11-2021 by V. Brown

MHC57-2021

Moved by Shannon Olson, seconded by Anna Lamarche, to receive the November 2021 Research Report as presented by Veronica Brown.

CARRIED

2. 1738 Seacliff Dr.: S. Sacheli

a. Letter – seeking to have property listed on Register



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There is an active Zoning By-law Amendment Application across three inclusive of the subject property to eliminate the side yard setbacks to allow a greenhouse to construct across all lots as one. After seeing the Public Notice sign on the property, a previous owner of the home requested the home be included on the Heritage Register. The current owner does not intend to demolish the house.

b. Research

Veronica Brown provided research on the house, as requested by Sarah Sacheli.

MHC58-2021

Moved by Shannon Olson, seconded by Margie Luffman, to add the property found at 1738 Seacliff Dr in the Heritage Register and that the Register be updated to remove demolished buildings.

CARRIED

F. NEW AND UNFINISHED BUSINESS

1. Tender for Plaques: K. Brcic

Sandy Kitchen encourages the committee to order the plaques to utilize 2021 budget. Shannon Olson did a quick internet search for some businesses that produce plaques. Sandy Kitchen informed that the plaques previously ordered were about \$500 each in a bulk order. Shannon Olsen requested that Sandy Kitchen contact the previous supplier for information. Shannon Olson will conduct some research with Sandy Kitchen's assistance to provide the committee with vendors.

2. Building Permit for 120 Main St W.: K. Brcic

- a. Garage addition
- b. Second storey porch in the rear yard

Kristina Brcic provided that the owners have begun construction on the house and garage without permits and the building department provided photos and requested the committee provide advice.

MHC59-2021

Moved by Shannon Olson, seconded by Margie Luffman, that the Planning and Building Department halt construction on 120 Main St W. immediately until drawings are submitted for review.

CARRIED



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3. 2022 Meeting Dates & Calendar: K. Brcic

Kristina Brcic provided that the new procedural by-law included that calendars need to be provided to the public by the end of the year. Sarah Sacheli suggested that the committee receive and review the provided calendar and revisit at the December meeting. Kristina Brcic also provided that the procedural by-law also requires a minimum of 5 days for the agenda to be posted and provided to the committee.

4. Plaque at 189 Division St S.: S. Sacheli

Sarah Sacheli requested that the Town contact the owner to re-install the plaque. Sandy Kitchen will attend to the matter.

5. Veronica Brown lamination request: S. Sacheli

Sarah Sacheli explains that Veronica Brown, the researcher, requested \$320 for laminating.

MHC60-2021 Moved by Kim DeYong, seconded by Christine Mackie, that the Veronica Brown's request for \$320 for laminating be approved.

CARRIED

G. NEXT MEETING DATE

1. December 21st, 2021 at 4:30pm via Zoom (unless in person meeting is permitted)



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H. ADJOURNMENT

MHC61-2021

Moved by Shannon Olson, seconded by Margie Luffman that the Meeting adjourn at 5:55 p.m.

CARRIED

CHAIR, Sarah Sacheli

**TOWN PLANNER,
Kristina Brcic**