



COMMITTEE MINUTES

Kingsville Municipal Heritage Advisory Committee

Tuesday, October 3, 2023 at 6:00 P.M.

Kingsville Arena Complex

1741 Jasperson Drive, 2nd Floor, Room B

A. Call to Order

Jeffrey Robinson called the Meeting to order at 6:00 p.m. with the following persons in attendance:

Members of Municipal

Heritage Advisory Committee:

Jeffrey Robinson, Chair
Stacey Jones, Vice-Chair
Councillor Sheri Lowrie
Carolyn Smith
Steve Allman Jr.

Members of Administration:

Manager of Planning Services, George Robinson
Recording Secretary, Angelina Pannunzio

B. Disclosure of Pecuniary Interest

Chair, Jeffrey Robinson 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.



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C. Minutes of the Previous Meeting

Review & adopt Kingsville Municipal Heritage Advisory Committee Meeting Minutes, dated September 5th, 2023.

MHC-42-2023 *Moved by Carolyn Smith, seconded by Stacey Jones, that the minutes of the Kingsville Municipal Heritage Advisory Committee Meeting, dated September 5th, 2023 be adopted.*

CARRIED

D. New Business

- 1. George Robinson, Manager of Planning Services – Update on Application Received for Designation of 1609 County Road 20*

George Robinson, Manager of Planning Services reminded the Committee of the Heritage Designation Application Form that the Town has made available to residents who responded to the Committee's outreach, stating their interest in designating their homes of interest.

Mr. Robinson relayed to the Committee that the Town received a completed application from the owner of 1609 County Road 20, and discussed the next steps the Committee should undertake to educate and assist the owner with the designation process. The structure is currently a Listed Heritage Home in the Town of Kingsville.

The owner of the subject property was in attendance. Mr. Robinson suggested the Committee schedule a site visit for the purpose of scoring the home's exterior attributes that qualify it for designation. The Committee coordinated with the owner, and a visit has been scheduled for a date in November prior to the next meeting.

E. Updates

1. *Jeffrey Robinson, Chair – Update on the Top 10 Priority Properties List in Kingsville by Committee Members*

Chair, Jeffrey Robinson, reminded the Committee of their plans to individually devise a list of the top 10 properties within the Town, regardless of whether they are currently designated. Some members requested additional time to formulate their list, and decided to defer discussion to the November meeting.

2. *George Robinson, Manager of Planning Services – Update on the Final Report done by Veronica Brown, Researcher & Draft Council Report by Luke Taylor, Heritage Planning Student, on 101 Mill Street West*

George Robinson, Manager of Planning Services, provided the Committee with updates on the research report & Council report being drafted for 101 Mill Street West.

The Town and the Committee have been working with the owners of 101 Mill Street West to implement the designation process, and plan to make a recommendation to Council to proceed with same. In order to provide support to Council for the basis of designation, an in-depth research report was being drafted by Veronica Brown, Researcher, which has now been finalized. Luke Taylor, the Heritage Planning Student, whose term with the Town ended September 2023, has drafted a report to Council which outlines the Town's and Committee's research and recommendation.



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3. *Jeffrey Robinson, Chair – Update on the Communication with Property Owners who have Stated their Interest in Designating their Property*

Chair, Jeffrey Robinson, reminded the Committee of the motion passed at the June 6th, 2023 KMHAC meeting (MHC-27-2023), where it was decided the Town proceed with mailing the Heritage Brochure to homes on the Top Priority List on behalf of the Committee. The brochure and letters were sent to each home on the Top Priority List and responses were received. Mr. Robinson had agreed to reach out to respondents at the subsequent meetings, and provided details of his discussions.

F. Next Meeting Date

The next meeting of the Heritage Advisory Committee shall be November 7th, 2023.

G. Adjournment

MHC-43-2023 *Moved by Stacey Jones, seconded by Steve Allman Jr., to adjourn this meeting at 6:53 p.m.*

CARRIED

CHAIR, Jeffrey Robinson

STAFF LIAISON, George Robinson