



COMMITTEE MINUTES

Kingsville Municipal Heritage Advisory Committee

Tuesday, April 2, 2024 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 6:01 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:

Chief Administrative Officer, John Norton
Director of Planning Services, Richard Wyma
Manager of Planning, Sahar Jamshidi
Planner, Vitra Chodha
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 February 6, 2024

MHC-10-2024 *Moved by Carolyn Smith, seconded by Stacey Jones, that the minutes of the Kingsville Municipal Heritage Advisory Committee Meeting, dated February 6, 2024 be adopted.*

CARRIED

D. Reports

1. John Norton, Chief Administrative Officer – Discussion with Committee regarding direction from Council to pursue research of properties on Main Street for possible Heritage Designation

John Norton, Chief Administrative Officer, relayed to the Committee that Council and Administration prioritize the Town's heritage and want to ensure the Committee is receiving any support needed. He offered details on the roles of both Council and the Committee during the discussion, stating that Administration's task is to encourage the decisions made by the Committee and bring forth to Council for their consent.

Mr. Norton asked whether the current model is sufficient for the Committee and discussed current resources such as budget, staffing, and third-party research.



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Jeffrey Robinson, Chair, commented that while the current staffing is fantastic, the Committee feels that Luke Taylor, the Heritage Research Summer Student who assisted with the designation of 101 Mill Street West, was very a valuable addition to the team.

Committee Member, Stacey Jones, referred to the question of budget and asked whether any financial assistance, such as provincial grants, could be utilized by the Committee.

Mr. Norton stated that there is a rebate on property for taxes for heritage homeowners, but he is not aware of any grants at this time. He encouraged the Committee to reach out to Sue Rice, the Town's Economic Development & Tourism Officer, as she supports the Town's Business Improvement Area (BIA), which defines an area where all relevant properties have access to a budget which is used for aesthetic improvements, revitalization, and marketing for local businesses.

Director of Planning Services, Richard Wyma, added that some communities have Community Improvement Programs (CIP), which offer small business owners within the private sector financial incentives to beautify their property. He added that Cottam, which is under the jurisdiction of the Town of Kingsville, offers CIP, and that there has been discussions with Council to extend this program to Kingsville, specifically Main Street, although the opportunity has not yet been pursued.

Mr. Norton assured the Committee that the Town is proud of its heritage and wants to maintain its heritage structures and engage both Council and the community in recognizing its importance. He relayed that Council hopes to direct the Committee's focus to the potential designation of properties on Main Street and within its corridor. He stated that Council would like the Committee to score and research properties within



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the Main Street corridor and offer recommendations to Council, whether or not the owner is willing, which Administration can provide their support for. He confirmed that the final decision lies with Council regardless of the support from Administration, but assured members not to be discouraged if their recommendation is not followed.

2. 12 Main Street East (Grove Hotel)

a) Vitra Chodha, Planner – Review of Draft Research Report for The Grove Hotel

Vitra Chodha, Planner, referred to the draft research report provided by Veronica Brown, Researcher, which compiles information on 12 Main Street East, The Grove Hotel. Ms. Chodha requested the Committee's comments and concerns after their review prior to the meeting.

Councillor Sheri Lowrie identified clerical errors within the report. All other members concurred the report is acceptable, save except for the clerical errors.

MHC-11-2024 *Moved by Stacey Jones, seconded by Steve Allman Jr., that the Committee recommends that the research report for 12 Main Street East, The Grove Hotel, as amended, be forwarded to Council for approval*

CARRIED

b) Kingsville Municipal Heritage Advisory Committee – Review and Discuss Data for Possible Attributes for Designation for The Grove Hotel



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The Committee discussed and compared their chosen potential attributes for The Grove Hotel. They agreed on the attributes they wish to include in the designation by-law, omitting those that reference interior features.

3. Top 20 List

a) Kingsville Municipal Heritage Advisory Committee – Review & Discuss Data for 'Top 20' List

At the February 6, 2024 Kingsville Municipal Heritage Advisory Committee (KMHAC) meeting, members were asked to individually formulate a list of twenty properties in the Town that they feel best represent its heritage, whether designated or not. Members submitted their lists to Administration, who grouped the data, indicating any properties that are on Main Street and not currently designated.

The Committee considered which undesignated properties they determine to be most desirable for designation with focus on the Main Street and its corridor, and agreed to score, request research, and present their recommendation to Council for each.

Members concluded the following properties should be scored by the end of May, 2024:

- 1) 1 Main Street East
- 2) 13 King Street
- 3) 108 Main Street West
- 4) 190 Main Street West
- 5) 12 Main Street East
- 6) 24 Main Street West
- 7) 31 Main Street West



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- 8) 33 Main Street West
- 9) 14 Division Street South
- 10) 56 Division Street South
- 11) 15 Main Street East
- 12) 119 Main Street West
- 13) 25 Division Street North
- 14) 33 Main Street West
- 15) 84 Main Street West
- 16) 93 Main Street East

MHC-12-2024 *Moved by Steve Allman Jr., seconded by Carolyn Smith, that the Committee score all properties determined to be the most desirable for designation, and that Administration submit the evaluations to Council for their review.*

CARRIED

E. Updates

- 1. Vitra Chodha, Planner – Discussion of Proposed Community Outreach Event

Vitra Chodha, Planner, reminded the Committee of their plans to host a community outreach event, at which they would engage and educate the public on the Town's heritage and the benefits of designation. Ms. Chodha informed the Committee of the lack of availability of Lakeside Park Pavilion, and asked whether members might offer a new proposed date. After discussion, members resolved to proceed with the community



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outreach event either in September or during the Kingsville Block Party events, ideally on July 20 and August 17.

Members then considered the benefits of outreach through social media, and concluded that the Town's Communications Officer should obtain Administrator rights to the existing Kingsville Municipal Heritage Advisory Committee Facebook page, with rights given to the Committee to upload its content.

MHC-13-2024 *Moved by Councillor Sheri Lowrie, seconded by Carolyn Smith, that the Committee select two (2) weekends during the Kingsville Block Party, being the weekends of July 20 and August 17, to operate a booth to engage and educate the public on the Town's heritage and the benefits of designation*

CARRIED

MHC-14-2024 *Moved by Steve Allman Jr., seconded by Stacey Jones, that the Town's Communications Officer obtain Administrator rights to the existing Kingsville Municipal Heritage Advisory Committee Facebook page, with rights given to the Committee to upload its content*

CARRIED

F. Next Meeting Date

The next meeting of the Kingsville Municipal Heritage Advisory Committee shall be May 7, 2024



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G. Adjournment

MHC-16-2024 *Moved by Stacey Jones, seconded by Steve Allman Jr., to adjourn this meeting at 7:43 p.m.*

CARRIED

CHAIR, Jeffrey Robinson

STAFF LIAISON, Vitra Chodha