



Agenda

Heritage Orangeville Committee Meeting

Thursday, September 19, 2024, 6:00 p.m.

Electronic and In-Person Participation - Heritage Orangeville

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

NOTICE

Members of the public wishing to view Heritage Orangeville meetings will have the option to attend in-person or by calling 1-289-801-5774 and entering Conference ID: 757 049 075#

Please note that your full name and comments will be part of the public record and will be included in the minutes of the meeting.

Prior to the meeting, written comments may be sent to the Secretary of Heritage Orangeville by email at heritage@orangeville.ca. Such written comments will become part of the public record.

Accessibility Accommodations

If you require access to information in an alternate format, please contact the Clerk's division by phone at 519-941-0440 x 2242 or via email at clerksdept@orangeville.ca

Pages

1. **Call to Order**
2. **Disclosures of (Direct or Indirect) Pecuniary Interest**
3. **Land Acknowledgement**

We would like to acknowledge the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. We also recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.
4. **Adoption of Minutes of Previous Meeting**

Recommendations:
That the minutes of the following meeting are approved:

 - 4.1 **2024-06-20 - Heritage Orangeville - Minutes** 3
5. **Presentations**
 - 5.1 **Jordyn Lavecchia-Smith, Deputy Clerk, Corporate Services, Town of Orangeville - Committee Governance Refresher** 6
6. **Items for Discussion and Reports**
 - 6.1 **Heritage District Plan - Brandon Ward**

6.2	Mill Street Directional Signage - Troy Brett	17
6.3	2025 Calendar Update - Gary Sarazin	
6.4	Data Orangeville Update - Drew Gwilliams	
6.5	Municipal Register	
6.6	Heritage Items - Councillor Sherwood	
	To review and discuss heritage items submitted to the committee.	
7.	Correspondence	
7.1	Comments - 11A York Street - Warrington and Tanya Ellacott	19
8.	Announcements	
9.	Budget	20
10.	Date of Next Meeting	
	The next meeting is scheduled for October 17, 2024 at 6 p.m.	
11.	Adjournment	



Minutes of Heritage Orangeville

June 20, 2024, 6:00 p.m.

**Electronic and In-Person Participation - Heritage Orangeville
The Corporation of the Town of Orangeville
(Chair and Secretary at Town Hall - 87 Broadway)
Orangeville, Ontario**

Members Present: Councillor D. Sherwood
L. Addy
T. Brett
H. Daggitt

Members Absent: D. Gwilliams
G. Sarazin (with notice)

Staff Present: B. Ward, Manager of Planning
M. Adams, Secretary

1. Call to Order

The meeting was called to order at 6:00 p.m.

2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

3. Land Acknowledgement

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

4. Adoption of Minutes of Previous Meeting

Recommendation: 2024-015

Moved by T. Brett

**That the minutes of the following meeting are approved: 2024-05-16,
Heritage Orangeville Meeting Minutes**

Carried

5. Presentations

None.

6. Items for Discussion and Reports

**6.1 Heritage Conservation District Open House Update - Councillor
Sherwood**

Councillor Sherwood provided an update to the committee on the Heritage Conservation District Open House which was held on Wednesday, June 12. Mr. Ward and Ms. Addy presented information to the residents of York Street on the process of individually designating properties and heritage district designations. It was well attended.

Councillor Sherwood advised she has contacted staff regarding an educational session for Council.

6.2 Public Meeting Update - 11A York Street - Councillor Sherwood

Councillor Sherwood provided an update on the public meeting for the proposed 11A York Street development held on Monday, June 17. There were a number of delegations and several written comments submitted. These comments will be addressed by the proponent. Council passed a motion to have a Heritage Impact Assessment and an Environmental Impact Assessment completed.

Mr. Ward said that he will provide the committee with any updates to this application for their review.

Terry Giles and Chris Parker, the developers, attended this meeting and asked questions about heritage protections.

7. Data Orangeville Update - Drew Gwilliams

This item has been deferred to the September meeting.

8. 2025 Calendar Update - Gary Sarazin

Ms. Addy provided an update on the progress of the calendar. Once the text and photos are completed, discussions will commence with Communications staff to prepare the calendar.

Recommendation: 2024-016

Moved by Councillor Sherwood

That the title of the new calendar be "Orangeville Through the Years"

Carried

9. Correspondence

9.1 Letter from the Minister of Citizenship and Multiculturalism

Councillor Sherwood provided an overview of the letter to the committee and said the extension was passed on June 6.

10. Announcements

The committee discussed reviewing the properties on the municipal register and compiling a list for possible designation consideration. It was suggested that members provide a list of ten houses to be considered for designation for the September meeting.

Mr. Brett asked if anyone has heard anything regarding updating the light posts on Broadway. None of the attendees were aware of any updates. Mr. Ward advised that this is something that should go to the committee for feedback. He will consult with staff and provide any updates.

Councillor Sherwood shared her experience at the Ontario Heritage Conference. She said it was worthwhile attending and recommended it to the other committee members.

11. Date of Next Meeting

The next meeting is scheduled for September 19, 2024 at 6:00 p.m.

12. Adjournment

Recommendation: 2024-017

Moved by H. Daggitt

That the meeting be adjourned at 6:46 p.m.

Carried

Board/Committee Governance



Various Boards, Committees and Task Forces



Advisory Bodies

- Access Orangeville
- Age Friendly Advisory Committee
- Economic Development and Culture
- Equity, Diversity and Inclusion Committee
- Fire Service Advisory Committee
- Heritage Orangeville
- Mayor's Youth Advisory Council



Task Forces

- Affordable Housing Task Force



Administrative Tribunals

- Committee of Adjustment
- Property Standards Committee



Committees

- Community Improvement Plan Committee
- Official Plan Review Steering Committee
- Sustainable Orangeville



Administrative Boards

- Orangeville OPP Detachment Board
- Orangeville Public Library Board

Roles and Responsibilities

Role of the Chair

- Calls the meeting to order
- Encourages discussion and an open exchange of ideas
- Advises on the agenda in consultation with the Secretary
- Chair's the meetings in accordance with the Town's Procedure By-law
- Acts as a spokesperson for the Board, Committee or Task Force

Role of Members

- Attends all regular scheduled meetings
- Reviews agenda materials prior to the meeting
- Promotes the role of the Board, Committee or Task Force
- Offers input on matters listed on the agenda

Note: Members do not have the authority to direct staff. Direction must be made through the form of a motion.

Roles and Responsibilities

Role of Staff Liaison

- Attends all regular scheduled meetings
- Reviews agenda materials prior to the meeting
- Provides subject matter expertise and acts as a liaison between the Committee and the Corporation
- Does not have voting rights

Role of Secretary

- Provides administrative and operational support to Board, Committee or Task Force
- Prepares and circulates agenda packages
- Attends meetings and takes minutes

Meeting Principles

- The majority must be allowed to rule
- The minority have rights that must be respected
- Members have a right to information to help make informed decisions
- Courtesy and respect are required
- All members have equal rights, privileges and obligations
- Members have a right to an efficient meeting – hold each other accountable to this



Agenda and Meeting Management

- The agenda is one of the main components for assisting in the efficiency and effectiveness of the Board, Committee or Task Force
- The agenda will guide the meeting
- The Secretary is responsible for the minutes of the meetings – without note or comment
- Members should direct all questions of the agenda to the Secretary ahead of the meeting. The Secretary can coordinate a response with the appropriate staff member.
- If a Member would like to make an amendment – they should contact the Secretary for advice on wording before the meeting, so everyone is prepared

Decision Making Process

Staff Reports

- A staff report is a document prepared by staff containing information and recommendations about a specific subject matter.
- Often staff are seeking direction through the recommendation.

Correspondence

- Resolutions from other municipalities
- Other levels of government

Applications

- Applications that require a decision
 - Community Improvement Plan
 - Minor Variance
 - Consents
 - Grants

Decision Making Process

Recommendation

- A recommendation is an action request that is being recommended by staff or a Board, Committee or Task Force.
- Generally brought forward through a Staff Report.
- Recommendations can turn into motions.

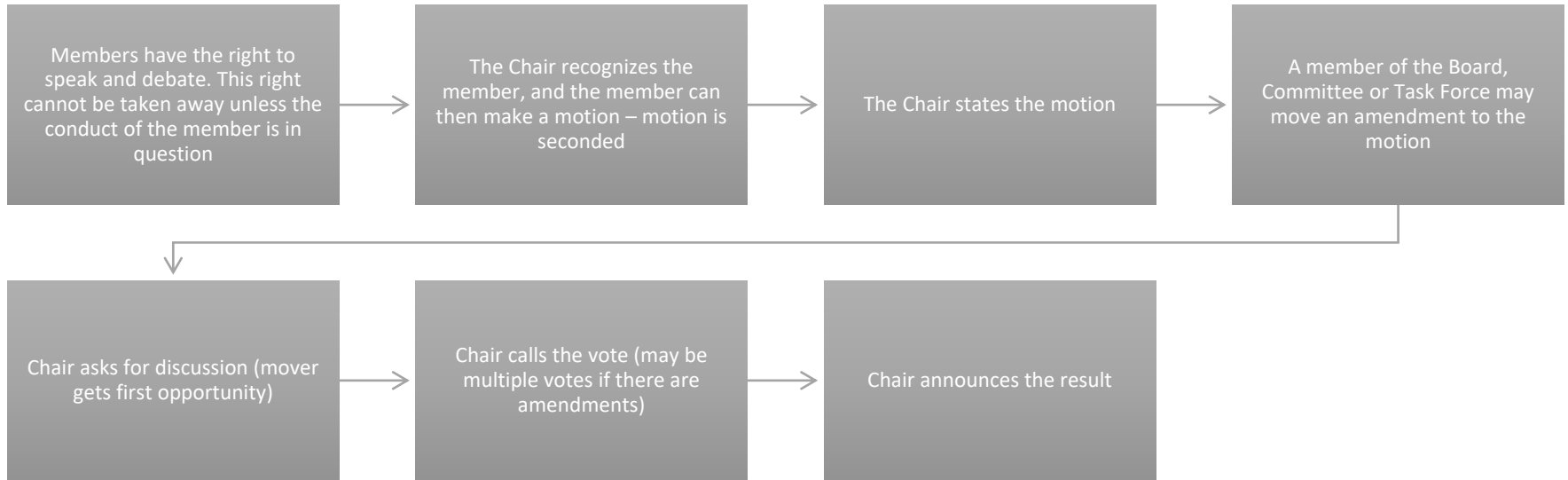
Motion

- A motion is a proposal for discussion and initiates debate.
- A member will move to put a motion on the floor for discussion and debate.
- A motion requires approval to pass, can be procedural.

Resolution

- A resolution is a formal decision passed by a body (Board, Committee, Task Force, Council)
- Can be in the form of a motion.

Motions and Debate



Decision Making Process



A main motion is introduced by a mover and seconder

*Staff Report recommendations, Correspondence, Applications



Motion is up for consideration



Members discuss and debate the motion



Motion is voted on

*Approval, Refusal, Referred back to staff for additional information, deferred to another meeting



If approved, the recommendation goes to a Council Meeting for Council's consideration

Next Steps and Plans for 2025



Consult with Committee Members and Staff Liaison on the development of a work plan



Outline various projects and initiatives to be completed in 2025, including the necessary budgets to be allocated (i.e., Grants, Special Projects, etc.)

Existing Signage





Side "A"
Scale: 1 : 6

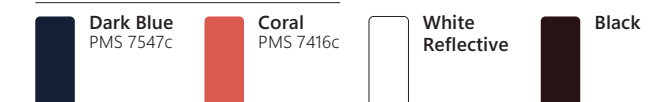


Side "B"
Scale: 1 : 6

Specifications

Two separate Panels.
1/8" thick A.C.M. Panels with Direct Printed Graphics on White Engineer Grade Reflective Vinyl.
Install onto existing bracket.

Colours



Rev.	Change Schedule	Date
-		

- Approved
- Approved With Changes

Signature: _____
Date: _____

From: [Warrington Ellacott](#)
To: [Heritage](#)
Cc: [Debbie Sherwood](#)
Subject: Heritage Orangeville Committee Meeting Thursday, June 20, 2024 at 6:00 p.m. Item 6.2 - 11a York Street update
Date: Wednesday, June 19, 2024 10:31:34 AM

Dear Councillor Sherwood,

We are writing to follow-up on the public meeting held June 17, 2024 with respect to the application for development [OPZ-2023-01](#) 11a York Street.

It should be noted that we on the record as opposing the application as presented.

Thank you for your motion to include a heritage study.

We would like to raise several other points from a heritage perspective we request the committee consider at its June 20th meeting including:

1. Pump station - this was discussed at length but no disclosure from what we can tell regarding its placement, size, architectural design, Capex and ongoing costs. This was not disclosed on the drawings displayed in the lobby. More disclosure and discussion on this is requested.
2. Impacts to Kay Cee gardens were discussed however, not in our view from a heritage perspective. We would ask the committee review what the impact on the heritage of the park with respect to this size and placement of this proposed development.

Sincerely,

Warrington and Tanya Ellacott
9 Westdale Ave
Orangeville, ON
L9W1B5



Run Date: 9/9/24 10:32 AM

	December	2024	2024	2024	
	2024	Approved	Budget	Budget	
	YTD Actuals	Budget	Remaining	Remaining %	
Heritage Orangeville					
Cost Recoveries - External	(\$100)		\$100		
Memberships/Subscriptions	75	325	250	77%	
Workshops/Training Courses	1,297	1,225	(72)	(6%)	
Mileage	421	300	(121)	(40%)	
Office Supplies/Materials	13	107	94	88%	
Special Projects	559	7,050	6,491	92%	
Plaquing Costs	56	1,500	1,444	96%	
Total 11150 Heritage Orangeville	2,321	10,507	8,186	78%	