



## Brant Heritage Committee Minutes

**Date:** July 4, 2024  
**Time:** 4:00 p.m.  
**Location:** Council Chambers  
7 Broadway Street West  
Paris, ON

**Present:** Mayor Bailey, Councillors MacAlpine, Howes, and Garneau, Members Brown, Dirycz, Telfer Faux, Kavanagh, Varney, and Workman Rose

**Staff:** Gable, Cicman, Kortleve, Todd, and Pluck

**Alternative formats and communication supports are available upon request. For more information, please contact the County of Brant Accessibility and Inclusion Coordinator at 519-442-7268 or by email [accessibility@brant.ca](mailto:accessibility@brant.ca)**

---

Member Telfer Faux in the Chair.

**1. Attendance**

Attendance was taken.

**2. Approval of Agenda**

Councillor Howes add three items under communications.

Moved by Member Dirycz

Seconded by Member Brown

That the Brant Heritage Committee agenda of July 04, 2024 be approved, as amended,

**Carried**

**3. Declaration of Pecuniary Interests**

None.

**4. Delegations / Petitions / Presentations**

None.

**5. Adoption of Minutes from Previous Meetings**

**5.1 Brant Heritage Committee minutes of June 06, 2024**

Moved by Councillor Howes  
Seconded by Mayor Bailey

That the Brant Heritage Committee minutes of June 06, 2024, be approved.

**Carried**

**6. Business Arising from the Minutes**

None.

**7. Staff Reports**

**7.1 RPT-0346-24 Heritage Planning - Arts, Culture & Heritage Strategy Implementation - B. Kortleve & K. Cicman**

Brandon Kortleve, Planner, and Kayla Cicman, Arts Culture Heritage Officer, presented RPT-0346-24 Heritage Planning - Arts, Culture & Heritage Strategy Implementation. Discussion was held with regards to heritage conservation districts and in response to questions, B. Kortleve noted that there is no specific timeline for the recommendations within the report. In response to questions, B. Kortleve advised that a façade study of Downtown Paris was completed in 1986 and that the Paris Museum and Historical Society has supporting documents regarding changes to downtown properties.

THAT the following recommendations and directions, as further outlined in this report, be sent to the Administration and Operations Committee and Council for approval, including:

- a. That the heritage planning duties outlined in this report be formalized under the Policy Planning Division as part of the forthcoming review of staff's operational duties and that consideration for a consultant to undertake heritage designations be referred to the 2025 Budget process.
- b. That staff prepare a report on heritage incentives to be considered in the 2025 Budget process.
- c. That user-friendly resources be prepared and made available for property owners related to heritage designations, and that the County's heritage register be included on the updated Arts, Culture and Heritage webpage before September 2024.
- d. That a standard heritage designation by-law template be created to meet legislative requirements and that the attached submission guideline for heritage studies be endorsed by Council for use in the development application process.
- e. That the focus for heritage conservation in downtown Paris be on pursuing individual designations and not a heritage conservation district.
- f. That the forthcoming report on implementation tools includes consideration and implications of a community planning permit system,

building by-law requirements and demolition control to benefit heritage conservation.

AND THAT RPT-0346-24, recommending implementation of the Arts, Culture and Heritage Strategy regarding Heritage Planning in the County of Brant, be endorsed by the Brant Heritage Committee and received as information by Council.

**No Vote. Motion to Amend Follows**

Moved by Councillor Howes  
Seconded by Member Workman Rose

That clause "e" be struck out and replaced with:

"That a heritage district conservation study not commence at this time, until further education and consultation has been undertaken, and until the conclusion of the Downtown Paris Master Plan implementation, and that the focus remain on individual designations."

**Carried**

Moved by Councillor MacAlpine  
Seconded by Member Brown

That the following recommendations and directions, as further outlined in this report, be sent to the Administration and Operations Committee and Council for direction, including:

- a. That the heritage planning duties outlined in this report be formalized under the Policy Planning Division as part of the forthcoming review of staff's operational duties and that consideration for a consultant to undertake heritage designations be referred to the 2025 Budget process.
- b. That staff prepare a report on heritage incentives to be considered in the 2025 Budget process.
- c. That user-friendly resources be prepared and made available for property owners related to heritage designations, and that the County's heritage register be included on the updated Arts, Culture and Heritage webpage before September 2024.
- d. That a standard heritage designation by-law template be created to meet legislative requirements and that the attached submission guideline for heritage studies be endorsed by Council for use in the development application process.
- e. That a heritage district conservation study not commence at this time, until further education and consultation has been undertaken, and until the conclusion of the Downtown Paris Master Plan implementation, and that the focus remain on individual designations.
- f. That the forthcoming report on implementation tools includes consideration and implications of a community planning permit system,

building by-law requirements and demolition control to benefit heritage conservation.

AND THAT RPT-0346-24, recommending implementation of the Arts, Culture and Heritage Strategy regarding Heritage Planning in the County of Brant, be endorsed by the Brant Heritage Committee and received as information by Council.

**Carried**

7.2 Arlington Brickwork Repairs - Verbal Update - B. Kortleve & K. Cicman

K. Cicman provided an update to the committee on the Arlington brickwork repairs, noting that a CIP application will be coming forward.

**8. Committee Workplan**

8.1 Heritage Banner Review - K. Cicman

K. Cicman presented the draft Brant Heritage Committee banner that will be used at the September 28 Culture Days event. The committee discussed the banner and provided comments and revisions.

**9. Communications**

9.1 24 Barker St - Resident Inquiry

B. Kortleve noted that staff have reviewed this and that the matter would have been planned at the subdivision stage, which was done prior to the designation. Given that the property wasn't designated when the subdivision was reviewed, a study for "adjacency" to the heritage property would only be done if another planning application is received before construction on that property (e.g. zoning, variance etc.).

9.2 Heritage Inquiry - G. Varney

In response to questions, B. Kortleve noted that the Hiram Capron House was designated on October 15, 1991 and that there are specific architectural features that are protected.

In response to questions, K. Cicman advised that they have photos of the properties located at 3 Yeo Street and 5, 7, and 9 Grand River Street North, which will be shared with the committee.

9.3 Penman's National Plaque - K. Cicman

K. Cicman advise that there has been communications regarding the unveiling ceremony for the Penman's National Plaque, during the Culture Days event on September 28, 2024.

9.4 Strengthening Heritage Protections

The committee discussed the communication, noting the concerns brought forward. Further discussion was held with emphasis on educating the community on heritage designations.

9.5 Resident Conversation - Councillor Howes

Councillor Howes updated the committee on a conversation that was held with a community member regarding renovations. Councillor Howes noted the importance of educating the community on heritage designations and properties.

9.6 Culture Days Scavenger Hunt - Councillor Howes

Councillor Howes reminded the committee to submit their scavenger hunt questions to be included within the 2024 Culture Days. Councillor Howes asked committee members to submit their scavenger hunt questions to Spencer Pluck, Executive Assistant to the Mayor & Council Services for the end of July.

9.7 Donation of Bell - Councillor Howes

Councillor Howes advised that the bell from the old Paris Highschool is looking to be donated, and that he received an inquiry if the County of Brant would have a location for the bell to be installed, and inquired to the committee for suggestions. Mayor Bailey inquired for photos of the bell.

**10. Other Business**

10.1 Update re: Ontario Heritage Conference - J. Telfer Faux

Member Telfer Faux updated the committee on their time at the Ontario Heritage Conference.

**11. Next Meeting and Adjournment**

Committee adjourned at 5:37pm to meet again on September 5, 2024 at 4:00 pm at the County of Brant Council Chambers.

---

Secretary