

MINUTES



HERITAGE ADVISORY COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA

TUESDAY, AUGUST 30, 2011 - 9:00 A.M.

COMMITTEE ROOM A

SECOND FLOOR, CIVIC CENTRE

300 CITY CENTRE DRIVE, MISSISSAUGA, ONTARIO, L5B 3C1

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Members Present

Councillor George Carlson, Ward 11 (CHAIR)
Councillor Jim Tovey, Ward 1 (VICE-CHAIR)
David Dodaro, Citizen Member
Mohammad N. Haque, Citizen Member
James Holmes, Citizen Member
Bernie Hu, Citizen Member
Rick Mateljan, Citizen Member
Cameron McCuaig, Citizen Member
Deanna Natalizio, Citizen Member
Michael Spaziani, Citizen Member
Matthew N. Wilkinson, Citizen Member

Members Absent

Michelle Walmsley, Citizen Member

Staff Present

Susan Burt, Director, Culture Division
Elaine Eigl, Heritage Coordinator
Darshana Sachania, Legal Counsel
Spencer Tomlin, Co-op Student
Darlene Utarid, Project Coordinator
Laura Waldie, Heritage Coordinator

CONTACT PERSON: Julie Lavertu, Legislative Coordinator
Office of the City Clerk, Telephone: 905-615-3200, ext. 5471; Fax 905-615-4181

Julie.Lavertu@mississauga.ca

CALL TO ORDER – 9:06 a.m.

DECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTEREST – Nil

PRESENTATIONS/DEPUTATIONS

- A. Doug Morrison, Senior Manager for Overhead Construction and Standards, and Karen Ras, Director, Corporate Relations, Enersource Hydro Mississauga, with respect to Enersource Hydro Mississauga's proposed rebuild of an overhead electrical system in a portion of the Meadowvale Village Heritage Conservation District.

Mr. Morrison presented a PowerPoint presentation dated August 30, 2011. He said that Enersource sought a Heritage Permit for construction of an overhead electrical in 2012 in a portion of the Meadowvale Village Heritage Conservation District identified as "A" on page 3 of his PowerPoint presentation. Mr. Morrison noted that the current system was installed in 1957 and needed replacement to ensure a safe and reliable power system, that Enersource's policy was to replace overhead systems with similar systems, and that slightly taller poles would be used in order to meet new safety standards.

Mr. Morrison noted that residents have been consulted on the rebuild to minimize disruptions and impacts, particularly because of Meadowvale Village's heritage context. He said that the residents requested an underground system and heritage-style streetlights. Mr. Morrison stated that an underground system was technically possible, but costly.

The Chair gave the Committee an overview of this matter and stated that it had been ongoing for a year and that there may be funds at the City for the underground option. Committee members discussed overhead and underground systems, project area "B" on page 3 of Mr. Morrison's PowerPoint presentation, and the transformers for the underground option.

Mr. Morrison noted that new subdivisions have underground systems that are funded by developers and purchasers. He stated that the overhead system on Meadowvale Village's main street (identified as "B" on page 3 of his PowerPoint presentation) would need to be replaced in approximately 15-20 years. Mr. Morrison said that six transformers would be needed for an underground system and spaced evenly inside the project area.

Residents posed questions to Mr. Morrison about Bell's contribution to the underground system, how the area's heritage status affected the project, the height of the new poles, the appearance of the existing poles, the maintenance costs of overhead and underground systems, the feeder poles on Second Line, and the cost of replacing the overhead system with an underground system in a portion of the Meadowvale Village Heritage Conservation District identified as "B" on page 3 of Mr. Morrison's PowerPoint presentation.

Mr. Morrison stated that Bell's contributions would be minimal, that Enersource has worked closely with residents on the height and location of the poles for a year and a half, and that Enersource had been working behind the scenes to secure additional funding for the project.

In terms of maintenance costs, Mr. Morrison noted that overhead and underground systems cost about the same, but that most outages were from underground systems. He said that Enersource would not upgrade the feeder poles on Second Line and was unsure about the cost of replacing the overhead system with an underground system in a portion of the Meadowvale Village Heritage Conservation District identified as “B” on page 3 of his PowerPoint presentation but could undertake to do an estimate for this project.

Ms. Waldie asked about the installation of the underground system. Mr. Morrison said that lines would be trenched along the street and homes and done as non-invasively as possible.

- B. James Holmes, Mike Newmarch, Terry Wilson, Greg Young, and Brian Carmody, Meadowvale Village Residents’ Association, with respect to Enersource Hydro Mississauga’s proposed rebuild of an overhead electrical system in a portion of the Meadowvale Village Heritage Conservation District.

Mr. Holmes discussed the underground option, the appearance of the current overhead system, and Enersource’s public meetings with residents.

Mr. Newmarch noted that Meadowvale Village was Ontario’s first heritage conservation district. He expressed concern about the height of the proposed poles and said that burying electrical lines underground was the best option. Mr. Newmarch added that Meadowvale Village would soon celebrate its 175th anniversary and that the City should protect the area.

Mr. Wilson distributed various photos of Meadowvale Village. He discussed the area’s history and stated that the current appearance of the poles was detrimental to the Village’s overall character. Mr. Wilson noted that residents are committed to preserving and restoring their properties and that installing an underground system fits into that context.

Mr. Young distributed and discussed photos of typical service poles, wires, and cables in Meadowvale Village. He outlined the importance of replacing the overhead system with an underground system in a portion of the Meadowvale Village Heritage Conservation District identified as “B” on page 3 of Mr. Morrison’s PowerPoint presentation because this area contains significant heritage buildings and is currently highly unattractive.

Mr. Carmody said that he surveyed a large area of the City and found few overhead systems. He stated that Meadowvale Village’s services were substandard in design, considering that it was Ontario’s first heritage conservation district. Mr. Carmody discussed Enersource’s public meetings and noted that Mr. Wilson’s photos of the area did not show poles or wires and that an underground system and heritage-style lighting would enhance Meadowvale Village. Mr. Carmody said that property owners in the area abide by heritage rules for their homes and that the City should pursue the underground option and install heritage lighting.

The Chair said that Enersource’s actions would be determined by the City and that Council needed to decide whether to fund the project. He supported the underground option because of Meadowvale Village’s status as one of the City’s two heritage conservation districts.

Residents posed questions to Enersource staff about its approach for the renewal of assets.

Mr. Morrison noted that Enersource had programs for replenishing underground and overhead areas. Dan Pastoric, Chief Operating Officer, Enersource Hydro Mississauga, elaborated on Enersource's approach for the renewal of assets which is system-wide, rather than on a neighbourhood or lot basis. Mr. Morrison noted that funds would be allocated to Meadowvale Village because the overhead system was due to be replaced.

Ms. Burt stated that the underground option was a decision for Council due to the funding. She noted that the Village was designated in 1980 and that the poles and wires were part of the designation. Ms. Burt said that Heritage staff could not comment further on Enersource's Heritage Permit request until Council had reviewed this matter. She added that a report on this issue would be considered at General Committee next week and that updating the Meadowvale Village Heritage Conservation Plan was part of her 2012-2013 Workplan.

Committee members discussed the heritage designation, the cost of overhead versus underground systems, the sources carried on the poles, the potential impacts of an underground system on the Village's heritage character, the appearance of the current overhead system, and replacing the overhead system with an underground system in a portion of the Meadowvale Village Heritage Conservation District identified as "B" on page 3 of Mr. Morrison's PowerPoint presentation.

Ms. Sachania said that the Committee would need to review the work proposed before construction began because it was occurring in a heritage conservation district.

Recommendation

HAC-0059-2011

1. That the PowerPoint presentation, dated August 30, 2011, by Doug Morrison, Senior Manager for Overhead Construction and Standards, Enersource Mississauga, to the Heritage Advisory Committee on August 30, 2011 be received;
2. That the Heritage Advisory Committee supports in principle the replacement of an overhead electrical system with an underground electrical system in a portion of the Meadowvale Village Heritage Conservation District identified as "A" on page 3 of the PowerPoint presentation, dated August 30, 2011, by Doug Morrison, Senior Manager for Overhead Construction and Standards, Enersource Mississauga, to the Heritage Advisory Committee on August 30, 2011;
3. That the Heritage Advisory Committee supports that Council identify any sources of funding for the replacement of an overhead electrical system with an underground electrical system in a portion of the Meadowvale Village Heritage Conservation District identified as "A" on page 3 of the PowerPoint presentation, dated August 30, 2011, by Doug Morrison, Senior Manager for Overhead Construction and Standards, Enersource Mississauga, to the Heritage Advisory Committee on August 30, 2011;
4. That the Heritage Advisory Committee refers to the Budget Committee, as part of their 2012 discussions, the replacement of an overhead electrical system with an underground electrical system in a portion of the Meadowvale Village Heritage Conservation District identified as "A" on page 3 of the PowerPoint presentation, dated August 30, 2011, by Doug Morrison, Senior Manager for Overhead

- Construction and Standards, Enersource Mississauga, to the Heritage Advisory Committee on August 30, 2011;
5. That the Meadowvale Village Heritage Conservation District Review Committee grant final approval of the plans and designs for the replacement of an overhead electrical system in a portion of the Meadowvale Village Heritage Conservation District identified as "A" on page 3 of the PowerPoint presentation, dated August 30, 2011, by Doug Morrison, Senior Manager for Overhead Construction and Standards, Enersource Mississauga, to the Heritage Advisory Committee on August 30, 2011;
 6. That the Heritage Advisory Committee receive regular updates from City staff regarding the replacement of an overhead electrical system in a portion of the Meadowvale Village Heritage Conservation District identified as "A" on page 3 of the PowerPoint presentation, dated August 30, 2011, by Doug Morrison, Senior Manager for Overhead Construction and Standards, Enersource Mississauga, to the Heritage Advisory Committee on August 30, 2011; and
 7. That the Heritage Advisory Committee supports the installation of decorative, heritage-style lighting fixtures in the Meadowvale Village Heritage Conservation District.

Approved (B. Hu)

14. Meadowvale Village Heritage Conservation District Review Committee

- 14.2 Fax, dated June 29, 2011, from James P. Holmes, Chairman, Meadowvale Village Heritage Conservation District Review Committee, regarding Meadowvale Village street signs.

Ms. Lavertu distributed a fax, dated August 29, 2011, from Mr. Holmes regarding Meadowvale Village street signs. Mr. Holmes provided a brief overview of his two faxes.

Recommendation

HAC-0060-2011

1. That the faxes, dated June 29, 2011 and August 29, 2011, from James P. Holmes, Chairman, Meadowvale Village Heritage Conservation District Review Committee, regarding Meadowvale Village street signs be received; and
2. That the Heritage Advisory Committee supports the Meadowvale Village street sign design, as indicated in the fax, dated August 29, 2011, from James P. Holmes, Chairman, Meadowvale Village Heritage Conservation District Review Committee, and the installation of the new street signs prior to Meadowvale Village's 175th Anniversary Celebration on September 17, 2011.

Approved (J. Holmes)

MATTERS TO BE CONSIDERED

1. Approval of Minutes of Previous Meeting

Minutes of the meeting held July 19, 2011.

Mr. Wilkinson asked for an amendment in “Other Business, Doors Open Event” to clarify that the 2012 Doors Open Event would be linked with the War of 1812 and that, among other things, potential activities could include military reenactments, other municipalities involved in the activities, and partnerships with museums and Rogers Television.

Approved as Amended (M. Wilkinson)

2. Request to demolish a Heritage Listed Property, 1359 Milton Avenue, Ward 1

Corporate Report dated July 25, 2011 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 1359 Milton Avenue.

The Vice-Chair discussed the loss of trees on the property and asked Heritage staff if this property met the design guidelines. He added that property owners in the Mineola West Cultural Landscape should have to submit a tree preservation plan with their Site Plans and asked that Heritage staff revise the guidelines for Heritage Impact Statements (HIS).

Ms. Waldie said that she would check if the property met the design guidelines. Ms. Burt noted that Planning and Building staff receives information from property owners regarding their plans for trees on their properties. Ms. Eigl stated that, as per the Tree Permit By-Law, property owners currently provide some tree information to the City.

Recommendation

HAC-0061-2011

That the property at 1359 Milton Avenue, which is listed on the City’s Heritage Register, is not worthy of heritage designation and, consequently, that the owner’s request to demolish the structure proceed through the applicable process.

Approved (J. Tovey)

8. Construction of Three Structures on Property Adjacent to a Heritage Designated Property within the Meadowvale Village Heritage Conservation District, 6970 Rayah Court (Lot 5), 6990 Rayah Court (Lot 4), and 6995 Rayah Court (Lot 3), Ward 11

Corporate Report dated August 8, 2011 from the Commissioner of Community Services with respect to the construction of three structures on property adjacent to a heritage designated property within the Meadowvale Village Heritage Conservation District located at 6970 Rayah Court (Lot 5), 6990 Rayah Court (Lot 4), and 6995 Rayah Court (Lot 3).

Mr. Holmes explained that the structures would abut the Meadowvale Village Heritage Conservation District and that the Meadowvale Village Heritage Conservation District Review Committee had spent more than two years working on the plans with the property owner. Mr. Spaziani spoke briefly about the challenges of this construction proposal.

Mr. Wilkinson asked Heritage staff about requiring a buffer zone between the three new structures and Meadowvale Village and changing the street name to fit the area's heritage.

Ms. Eigl noted that the buffer zone would be addressed via the Site Plan process and that Heritage staff would comment. Ash Yousefi, Architecture and Planning Manager, Hush Homes, stated that Rayah Court was named after the property owner's daughter.

Recommendation

HAC-0062-2011

That the request to construct three new structures, as described in the report from the Commissioner of Community Services, dated August 8, 2011, on vacant property with the addresses 6970 Rayah Court (Lot 5), 6990 Rayah Court (Lot 4), and 6995 Rayah Court (Lot 3), located adjacent to a Part V designated property within the Meadowvale Village Heritage Conservation District, be approved and proceed through the applicable process.

Approved (J. Holmes)

4. Request to alter a Heritage Designated Property, Benares Main House, 1503 Clarkson Road North, Ward 2

Corporate Report dated August 2, 2011 from the Commissioner of Community Services with respect to a request to alter a heritage designated property, Benares Main House, located at 1503 Clarkson Road North.

Ms. Burt advised the Committee that the Facilities and Property Management department has a \$200 million shortfall which means that funding is prioritized. She said that a full review of City-owned heritage properties was done and that Heritage and Facilities and Property Management staff meet on a quarterly basis to review heritage projects.

Committee members praised Ms. Utarid's work and discussed building material options.

Recommendation

HAC-0063-2011

That the request to make alterations to the Benares Main House as described in the report from the Commissioner of Community Services, dated August 2, 2011, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Approved (J. Holmes)

5. Request to alter a Heritage Designated Property, Chappell Estate, 4300 Riverwood Park Lane, Ward 6

Corporate Report dated August 2, 2011 from the Commissioner of Community Services with respect to a request to alter a heritage designated property, Chappell Estate, located at 4300 Riverwood Park Lane.

Recommendation

HAC-0064-2011

That the request to make alterations to the Chappell Estate as described in the report from the Commissioner of Community Services, dated August 2, 2011, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Approved (M. Wilkinson)

6. Request to alter a Heritage Designated Property, Main House and Derry House, Adamson Estate, 850/875 Enola Avenue, Ward 1

Corporate Report dated August 2, 2011 from the Commissioner of Community Services with respect to a request to alter a heritage designated property, Main House and Derry House, Adamson Estate, located at 850/875 Enola Avenue.

Recommendation

HAC-0065-2011

That the request to make alterations to the entrance steps of the Derry House and Main House on the Adamson Estate as described in the report from the Commissioner of Community Services, dated August 2, 2011, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Approved (J. Tovey)

7. Request to alter a Heritage Designated Property, Folly House and Derry House, Adamson Estate, 850/875 Enola Avenue, Ward 1

Corporate Report dated August 3, 2011 from the Commissioner of Community Services with respect to a request to alter a heritage designated property, Folly House and Derry House, Adamson Estate, located at 850/875 Enola Avenue.

Committee members discussed the alterations, building material options, the property's uses, condition, rental options, and tenants, and the project's total costs. Ms. Utarid noted that stucco and eavestrough repairs would likely be done in 2012. She noted that she did not know information about the property's tenants and future uses and that the cost for the repairs at the Benares House, the Chappell Estate, and Adamson Estate was \$360,000.

Recommendation

HAC-0066-2011

That the request to make alterations to the Folly House and Derry House on the Adamson Estate as described in the report from the Commissioner of Community Services, dated August 3, 2011, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Approved (J. Tovey)

3. Request to demolish a Heritage Listed Property, 1264 Woodland Avenue, Ward 1

Corporate Report dated July 27, 2011 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 1264 Woodland Avenue.

Committee members discussed the removal of trees from the property, the faded Site Plan, the possibility of requesting tree-related information in HIS from property owners as per the Cultural Landscape Inventory, the specific kinds of tree-related information in HIS that should be required from property owners, the City's approach and enforcement of tree-related matters, and the Town of Oakville's tree-related processes.

Ms. Waldie distributed a large Site Plan to Committee members for their information and noted that landscaping matters were currently handled by Planning and Building staff.

Ms. Burt noted that Heritage staff had the authority to request tree-related information in HIS from property owners in the future. However, she said that Heritage staff did not have this direction when they accepted and approved the HIS for this property. She added that some tree-related information was provided by property owners at the Site Plan stage.

Ms. Eigl noted that the City provided enforcement on tree-related matters when complaints from the public were received. Ms. Burt indicated that she would ask Ms. Sachania for clarification regarding the City's enforcement of tree-related matters.

Recommendations

HAC-0067-2011

That the property at 1264 Woodland Avenue, which is listed on the City's Heritage Register, is not worthy of heritage designation under the *Ontario Heritage Act*, but that approval for demolition be deferred until the Heritage Advisory Committee has reviewed the infill designs.

HAC-0068-2011

That Heritage staff update the guidelines for Heritage Impact Statements to require property owners to submit a tree preservation plan, as outlined in the Cultural Landscape Inventory, comprised of the following: (1) an arborist report; (2) information regarding the type, species, diameter, size, health, and age of all trees on their properties; (3) the plans for all current, future, and removed trees; (4) the cultural implications of removing any trees in the context of the Cultural Landscape Inventory; and (5) mitigation and enhancement plans for all trees.

Approved (J. Tovey)

9. Heritage Resources Centre Workshop

Correspondence with respect to the Heritage Resources Centre Workshop, entitled "Telling Stories About Heritage: Using Narrative to Build Public Support," on October 1-2, 2011 at Paris Old Town Hall in Paris, Ontario.

Ms. Lavertu distributed correspondence on the Heritage Resources Centre's Heritage Planning Workshop in Kingston, Ontario. Ms. Eigl and Mr. Mateljan said that they had attended similar Heritage Resources Centre Workshops in the past and found them useful.

Recommendation

HAC-0069-2011

1. That the correspondence with respect to the Heritage Resources Centre's Workshop, entitled "Telling Stories About Heritage: Using Narrative to Build Public Support," on October 1-2, 2011 at Paris Old Town Hall in Paris, Ontario be received; and
2. That the correspondence with respect to the Heritage Resources Centre's Heritage Planning Workshop on October 22-23, 2011 and November 5-6, 2011 in Kingston, Ontario be received.

Received (J. Holmes)

10. Status of Outstanding Issues from the Heritage Advisory Committee

Chart dated August 30, 2011 identifying the status of outstanding issues from the Heritage Advisory Committee.

Committee members requested updates on Credit Valley Conservation's (CVC) Resolution 33/11 and Cabin 3.

Ms. Burt stated that Brampton was not in favour of CVC's Resolution and that Heritage staff was waiting to hear back from CVC staff to determine next steps.

Mr. Wilkinson spoke about the Clarkson General Store and William Clarkson House.

Ms. Eigl said that Heritage staff visited and photographed Cabin 3. She hoped that Edward J. F. Bavington, who brought this property to the Committee's attention at their July 2011 meeting, would share information with Heritage staff about the property's heritage value. Ms. Eigl noted that she could contact the current property owner to advise them of the Committee's interest in their property, as it could be demolished. Ms. Burt added that Heritage staff did not have sufficient reasons to list or designate the property.

Committee members discussed Cabin 3's history and significance, individuals who could be contacted to ascertain the property's history and significance, possible future uses for the property, and the process for listing and designating heritage properties.

Ms. Burt gave an update on the use of cedar roofs on heritage designated properties in other municipalities. She noted that Ms. Waldie researched this matter and found that Meadowvale Village's design guidelines permit cedar or asphalt shingle roofs. Ms. Burt asked Committee members if a written report on this matter was still required. Committee members requested that Heritage staff provide them with a brief verbal update.

Ms. Waldie noted that Heritage staff contacted heritage planners in Ontario regarding the

use of cedar roofs on heritage designated properties. The consensus was that cedar should be accepted as the norm and that asphalt should not be substituted. Ms. Waldie noted that most heritage planners said that cedar could last longer if it was properly installed. Ms. Eigl noted that she had received complaints from citizens about the increasing use of asphalt in Meadowvale Village. She added that Heritage staff prefers replacing like materials with like materials and acknowledged the high cost of cedar roofs.

Committee members discussed the advantages and disadvantages of cedar roofs, the use of cedar roofs on various kinds of properties, and split shake roofs.

Recommendation

HAC-0070-2011

That the chart identifying the status of the outstanding issues from the Heritage Advisory Committee as at August 30, 2011, be received.

Received (J. Tovey)

SUBCOMMITTEE UPDATES FROM CHAIRS

11. Designated Heritage Property Grant Subcommittee – No update

12. Heritage Designation Subcommittee

Mr. Dodaro said that the Subcommittee met in July and that a draft Terms of Reference had been sent to staff for review. Ms. Eigl noted that she was reviewing the document.

13. Heritage Tree Subcommittee – No update

14. Meadowvale Village Heritage Conservation District Review Committee

14.1 Fax, dated June 23, 2011, from James P. Holmes, Vice Chairman, Meadowvale Village Heritage Conservation District Review Committee, regarding new home construction for a property located at 1090 Old Derry Road.

Mr. Wilkinson asked if the Committee would be receiving an HIS and if Heritage staff had any concerns about the finishes. Ms. Eigl said that this property would be subject to the usual heritage processes, that she did not have any concerns about the finishes, and that the property's address was incorrect, as it had been severed.

14.3 Fax, dated August 19, 2011, from James P. Holmes, Chairman, Meadowvale Village Heritage Conservation District Review Committee, regarding a proposed replacement shed for a property located at 1090 Old Derry Road.

Ms. Eigl said that she would be contacting the property owner with resources for heritage homes. The Vice-Chair discussed the advantages and disadvantages of building materials. Mr. Holmes thanked Mr. Spaziani for his work on the plans.

Recommendation

HAC-0071-2011

1. That the fax, dated June 23, 2011, from James P. Holmes, Vice Chairman, Meadowvale Village Heritage Conservation District Review Committee, regarding new home construction for a property located at 1090 Old Derry Road be referred to Heritage staff for follow-up and, once complete, returned to the Meadowvale Village Heritage Conservation District Review Committee for final approval.
2. That the fax, dated August 19, 2011, from James P. Holmes, Chairman, Meadowvale Village Heritage Conservation District Review Committee, regarding a proposed replacement shed for a property located at 1090 Old Derry Road be referred to Heritage staff for follow-up and, once finalized, returned to the Meadowvale Village Heritage Conservation District Review Committee for final approval.

Referred (J. Tovey)15. Public Awareness Subcommittee

15.1 Brochure entitled "Forster House" Heritage House Dental (Built c.1850).

Ms. Natalizio indicated that the Subcommittee would be meeting to discuss their Terms of Reference today. She spoke about 2011 Doors Open events and requested volunteers.

INFORMATION ITEMS

Ms. Eigl spoke about upcoming Doors Open events and a film on Mississauga's history titled Mississauga: From "The Cinderella Township" To "Canada's Sixth Largest City."

Mr. Holmes discussed Meadowvale Village's 175th Anniversary Celebration on September 17, 2011 and encouraged Committee members to attend.

The Chair discussed initiatives in Streetsville to commemorate Streetsville's contributions to the War of 1812 and Timothy Street's gravesite.

Ms. Burt noted that Paula Wubbenhorst, Senior Heritage Coordinator, would be returning from maternity leave in early September.

DATE OF NEXT MEETING – Tuesday, September 20, 2011 at 9:00 a.m., Committee Room A

OTHER BUSINESS – Nil

ADJOURNMENT – 11:46 a.m. (J. Holmes)