

**MINUTES OF A MEETING OF THE  
AMHERSTBURG HERITAGE COMMITTEE  
6:00 p.m. THURSDAY JUNE 27, 2013  
AMHERSTBURG TOWN HALL**

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**The Committee members present:**

Chairman John McDonald, Monica Bunde, Simon Chamely, Paul Hertel, Marc Pillon, Councillor Carolyn Davies (left at 6:50), were joined by Steve Brown and Janine Mastronardi of Administration.

**1.0 Call to Order:**

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

**2.0 Approval of the Agenda**

*M. Bunde/ P. Hertel*

*That the Committee adopts the agenda as modified for use at the meeting.  
Carried*

**3.0 Review of Minutes:**

**Review of Minutes of Meetings of April 18, 2013 & May 16, 2013**

*C. Davies/ P. Hertel*

*That the minutes of meetings of April 18, 2013 and May 16, 2013 be approved as  
printed and circulated. Carried*

**4.0 Review of New Correspondence:**

**CHO News – June 2013**

The Committee reviewed the correspondence item.

**5.0 Other Business/Updates:**

**5.1 Update on Contract 'Inventory of Properties of Interest in the Core'**

*i) Possible Continuation of Contract Activity*

J. McDonald advised the continuation of contract activity could not be determined at this meeting. The committee is still awaiting

some resolution of issues regarding form and use of electronic output from contractor on the Town website. In the next iteration of the work, the output would best be made up of individual pdf documents for each property. Administration agreed to contact the contractor to request a sample pdf before the July meeting to allow IT to upload the sample for demonstration purposes. S. Brown is to speak to Director of Corporate Services to request IT staff time for assistance in this matter.

ii) *Notification of Property Owners of Inclusion on List- Revised Contact Letter*

Discussion ensued regarding next steps for notification.

*S. Chamely/ M. Bunde*

*That C. Davies bring the letter by P. Hertel notifying the property owners of their inclusion on the list and a resolution requesting permission to proceed with notification before Council at the July 15, 2013 Regular Council meeting. Carried*

iii) *Further Discussion with Senior IT Personnel on Placement of Outcome on the Town Website*

See discussion under item i).

**5.2 Revisions to Bellevue Designation By-law- Approval of Final Version**

R. Honor absent to address issue. Item is deferred to next meeting.

**5.3 Update from the Communication and Education Committee**

i) *Further Consideration of Information Pamphlet on Designation*

M. Bunde agreed to assist in substituting illustrations and paper selection. C. Davies suggested a mock plaque with a picture of the designated building in the background for the frontpiece illustration. Rebate program information is still needed to be included in the pamphlet. A reference to information on the program being made available on the Town website may be sufficient. The target completion date for the pamphlet would be for use during the Doors Open in September. Doors Open will be the trial for the pamphlet with the Wine Fest, Tourist Booth and Gordon House being options for further circulation. This item is to be placed on the next agenda.

## **6.0 New Business**

### **6.1 Review of Belanger Submission to Council on District and Guidelines (attachment)**

S. Brown advised that urban design guidelines would apply to both private and public property. There will still be a 60 day moratorium of demolition for properties of interest allowing council 60 days to consider designation of the property.

M. Pillon questioned if a formal response to the report should be given to Council. S. Chamely suggested to pose the question to Council if the Heritage Committee is to be involved with the public meeting process. S. Brown advised that Council is not obligated to request advice from the Heritage Committee. P. Hertel recommended the chair and other designate request a meeting with the new CAO to discuss the future of the committee and where the CAO sees the committee fitting in with the new framework of management as well as a review of the support available to the committee. It was also suggested the Heritage Committee hold an annual meeting with Council.

*S. Chamely/P. Hertel*

*With regard to the administration paper entitled "Comparison Between the Designation of a Heritage District and Urban Design Guidelines" tabled at the June 10, 2013 Council meeting, we request that this report be referred to the Heritage Committee for their review and comment and that any activity described in the associated Council motion, including the public meeting on these issues, be held in abeyance until the Committee has had the opportunity to provide these comments. Carried*

### **6.2 Insurance Costs for Designated Homes**

In response to a recent instance of insurance premiums doubling obscensively due to heritage designation and replacement valuation increases, C. Davies summarized her findings on insurance costs for designated homes. The concern is requests to repeal designation by-laws may increase dramatically with others due to this issue. Dave Cowlin, owner of Hamilton Insurance, advised that one of the software packages contains an obligatory question on heritage designation. If answered in the affirmative, insurance costs appear to increase dramatically. The reason given is the costs associated with guaranteed replacement. Dave Cowlin will look for answers to this problem.

In discussions with Peter Karageorgos of the Insurance Bureau of Canada (IBC) it was suggested that an increased premium was not necessary unless the policy calls for strict historical replacement. To override the software program an in-home underwriter assessment should be completed.

Discussion ensued.

C. Davies agreed to continue to follow through on this issue and bring more at the next committee meeting.

P. Hertel suggested a case study be prepared and circulated on the insurance costs issue. Also all designated homes should be reviewed and updated with a case file written for each property with explanation of what would be required to be replaced. It was noted that it is possible to apply for the heritage rebate program to offset additional insurance expenses.

Administration is to provide C. Davies with copy of designation information for 51 North Street.

*P. Hertel/ S. Chamely*

*That the verbal report of Carolyn Davies on 51 North Street be received.  
Carried*

### **6.3 Report on Attendance at the ACO/CHO Conference – Midland June 7 and 8/13-McDonald/Hertel/Chamely**

A verbal report by P. Hertel was given. A written report formed part of the agenda.

A verbal report by S. Chamely was given. A written report will be shared next month. It was recommended that a Council representative and Heritage Committee member attend the conference next year.

A verbal report by J. McDonald was given. A written report formed part of the agenda.

### **6.4 Policy and Procedures**

It was suggested that a policy and procedure need to be developed for approving descriptions of attributes associated with designated properties.

**6.5 Status of the Splitlog House – possible demolition**

The Building Department was advised a month and a half ago of the possible interest of the new owners in demolition of the Splitlog House. However, a demolition permit cannot be issued until 60 days after Council has been formally informed in writing of the intent to demolish and in this instance, such action has not been taken. The building permit application is public information. M. Pillon to write an article on the Splitlog House as per the motion of May 16, 2013 meeting.

**6.6 Proposal to include “Outstanding Business” Section to the Agenda**

S. Chamely requested a new section be added to the agenda after New Business entitled “Outstanding Business”. J. McDonald agreed to re-craft the next agenda and give opportunity for review prior to circulation.

**6.7 Research on Additional Properties to be added to the Properties of Interest List**

S. Chamely began a discussion on the progress of the completion of the next 40 properties to be researched and added to the Properties of Interest List. S. Chamely has completed and submitted documentation on 10 properties of interest. No other contributions were available at this time. Work by the committee to complete 40 new properties committed to at an earlier meeting is to continue. This item is to be placed on the next agenda.

**7.0 Next Meeting Date**

The Committee agreed to next meet on Thursday, July 18, 2013 at 6:00 p.m. at the Town Hall.

**8.0 Adjournment**

*P. Hertel*

*That the meeting be adjourned at 8:15 pm. Carried*

  
JOHN MCDONALD,  
CHAIRPERSON

  
JANINE MASTRONARDI,  
RECORDING SECRETARY