



**Township of Woolwich  
Heritage Committee  
Agenda**

**October 9, 2024**

**5:00 p.m. - 6:00 p.m.**

**Council Chambers**

**24 Church Street West, Elmira ON, N3B 2Z6**

**Chair: Councillor Bonnie Bryant**

**Access Details**

Meeting Link

Meeting ID: 894 4250 8289

Passcode: 068142

Toll-Free: 855-703-8985

**Pages**

**1. Land Acknowledgement**

The land on which we meet has been here from time immemorial. People have inhabited southern Ontario for about 10,000 years and we acknowledge the Neutral people also called Attawandaron, Anishinaabe, and Haudenosaunee Peoples who lived here when settlers arrived and who share this land with us. May we together learn to care for and respect each other, our flora and fauna, and the land we inhabit together.

**2. Call to Order**

**3. Disclosure of Pecuniary Interest**

**4. Adoption of Minutes**

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**5. Sept 11, 2024 Action Items Review**

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**6. Work Plan**

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**7. Woolwich Heritage Social Media Posts & Newspaper Article**

**8. Reclaimed Materials: Old Winterbourne School House Timbers**

**9. New Business**

**9.1 Committee Recruitment Update**

10. Items for the Next Agenda - Nov 13, 2024

11. Adjournment

# Township of Woolwich Heritage Committee Minutes

Sept 11, 2024

4:58 p.m. – 5:40 p.m.

Hybrid Meeting

Hosted in Council Chambers and on Zoom  
24 Church Street West, Elmira

Meeting Chair: Councillor Bonnie Bryant, Chair

Attended: *Colleen Willard-Holt, Co-Chair*  
Katy Boose  
Natalia Smiarowski  
Dianna Weltz  
*Marg Drexler*

Staff Present: Stacey Bruce, Committee Support Specialist  
*Sherwin Meloney, Planner*

Regrets: Terry Bowman  
Kim Hodgson

Italics indicates a virtual participant.

## **Call to Order at 4:58 P.M.**

## **Land Acknowledgement**

Chair Councillor Bonnie Bryant read a land acknowledgment.

## **Disclosure of Pecuniary Interest**

None.

## **Adoption of Minutes**

Moved by Natalia Smiarowski  
Seconded by Dianna Weltz

That the minutes of June 12, 2024, be adopted as presented.

...Carried.

## **June 12, 2024 Action Item Review**

The committee reviewed their June 12, 2024 meeting action items.

Of special note, an update was provided indicating that expected schedule changes to undesignated properties included in a municipality's register under Bill 200, *Homeowner Protection Act*, 2024, have been moved to January 1, 2027, or a later date as may be prescribed.

**ACTION:** Co-Chair Colleen Willard-Holt to follow up with the interested historical planner from Guelph to set up a virtual meeting.

**ACTION:** Sherwin Meloney to contact Michelle Pinto, ROW regarding locating the 100-year time capsule located within the cement of the West Montrose Bridge.

## **Work Plan**

There was no discussion of this agenda item.

## **Special Guest Invitation Updates**

Zorra Heritage Chair, and potentially other Zorra Heritage members to attend the Woolwich Heritage Committee's November 2024 meeting

**ACTION:** D. Weltz to follow up with a realtor and architectural advisor about attending a Woolwich Heritage Committee meeting

## **West Montrose Bridge – Heritage Designation By-Law 60-2007 Amendment Update**

Sherwin Meloney, Planner, provided an update stating that a notice to the region and the Ontario Heritage Trust (OHT) and to be published to the newspaper will be sent out next week regarding this amendment to designated bylaw section 30.1(1) of the *Ontario Heritage Act*. After this, there will be a 30-day waiting period, which may be followed by another waiting period. It was highlighted that the registration and title documents need to be submitted along with plans for the rehabilitation, which is scheduled to proceed in the spring.

### Removal of the White Cladding

Photographs were shown as an update on how the bridge currently looks after the removal of its white cladding and the exposure of the interior steel bailey truss.

## **Reclaimed Materials**

### Old Winterbourne School House Timbers

This item was deferred due to the absence of a committee member.

## **Heritage Day (Sept, 24, 2024) Plans**

An update was provided that the driving tour and ghost community tours have been prepared. The walking tour will be updated for accessibility as a 'Walking and Wheeling Tour'. Concerns were expressed about Walking and Wheeling Tour Route #1 due to construction and its unsuitability at this time, but it was noted alternate Route #2 has been updated with new

information and photos. The committee discussed different formats for presenting the tour and decided to offer it as a PDF on the Township's website for participants to print or use on mobile devices. Alternative Canada Heritage celebration dates and the promotion of an Elmira walking tour were also considered, with a suggestion to promote the Ghost Communities Tour in October, aligning with Halloween.

The committee also recalled the past preparation of a Maryhill walking tour.

**ACTION:** Co-Chair C. Willard-Holt to follow up with Woolwich communications regarding posting the Walking & Wheeling Tour for the Sept 24<sup>th</sup> Heritage Day

**ACTION:** Co-Chair C. Willard-Holt to speak with Woolwich Observer staff to promote the Walking and Wheeling Tour to be posted on the Township's website and Sept 24<sup>th</sup> Heritage Day server

### **Local Summer Heritage Research Update**

There was no discussion of this agenda item.

### **Elmira Carnegie Library Cultural Heritage Evaluation Report Update**

It was noted that library images have been obtained from the regional archivist.

### **New Business**

The committee discussed a collection of historical photos, books, and the history of Elmira, including the bust Elmira experienced with the depression, original historical houses and the Elmira Public Library.

**ACTION:** The committee to revisit the discussion of having a member's collection of historical photos and books scanned and made into a public resource.

The committee also expressed interest in the historical significance of the former picture of the Queen displayed in council chambers.

**ACTION:** Stacey Bruce to follow up with Township staff regarding the whereabouts of the former picture of the Queen displayed in council chambers

A reminder was given that recruitment for the committee is open for interested individuals to join. The committee expressed interest in recruiting the full number of new members permissible.

An update was also provided on efforts to learn more about the history of the unique stone altars at Maryhill Church. While the priest has expressed interest in having the property designated, the diocese's position on the matter is unknown.

**ACTION:** Katy Boose to look into grants like the Ontario Trillium Foundation that the committee would be eligible to apply to

**ACTION:** D. Weltz to revisit obtaining a historical book from a community member and the interest of an owner to designate a property with a unique old stone porch

**Items for the Next Agenda – Oct 9, 2024**

None.

**Adjournment (5:40 P.M.)**

Moved by K. Boose

Seconded by D. Weltz.

That the meeting be adjourned to meet again on Oct 9, 2024.

...Carried.

Recorder: Stacey Bruce, Committee Support Specialist

Draft

### **Action Items from the Sept 11, 2024 Heritage Committee Meeting**

**ACTION:** Co-Chair Colleen Willard-Holt to follow up with the interested historical planner from Guelph to set up a virtual meeting.

**ACTION:** Sherwin Meloney to contact Michelle Pinto, ROW regarding locating the 100-year time capsule located within the cement of the West Montrose Bridge.

**ACTION:** Dianna Weltz to follow up with a realtor and architectural advisor about attending a Woolwich Heritage Committee meeting

**ACTION:** Co-Chair C. Willard-Holt to follow up with Woolwich communications regarding posting the Walking & Wheeling Tour for the Sept 24<sup>th</sup> Heritage Day

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Heritage Committee Work Plan

Priority	ACTION	LEAD	STATUS	QTR	NOTES
Heritage Designations	Arrange a virtual meeting between 9-4 pm with the historical planner from Guelph for interested committee members	Colleen	ongoing	Q4	A historical Guelph member expressed interest in attending a meeting as a resource. The committee tentatively plans to invite him in early fall, while Centre Wellington and Guelph Committees declined invitations.
Heritage Designations	Complete the architectural style details for the Elmira Carnegie Library's Cultural Heritage Evaluation Report.	Katy/Natalia	ongoing		Discussed resource materials and specific features related to the evaluation.
Heritage Designations	Invite an architectural advisor to provide insights on Heritage Designations for the committee.	Dianna	ongoing	Q4	
Heritage Designations	Locate an architectural reference book	Bonnie	ongoing		
Heritage Designations	Contact former committee member for research proposal support	Bonnie	ongoing		
Heritage Designations	Invite a Realtor with Heritage interest to a committee meeting to share her perspective.	Dianna	ongoing	Q4	
Heritage Designations	Visit St. Boniface Church, Manse, and Cemetery to identify features of interest.	Bonnie/Marg	ongoing		
Heritage Designations	Conduct research on the altars and altar craftsmen related to the St. Boniface Church, Manse, and Cemetery Cultural Heritage Evaluation Report.	Marg	ongoing		



Heritage Committee Work Plan

Heritage Designations	Re-connect with Sherwin Meloney to identify needed pictures and video references of the unique iron cross and local stone for the St. Boniface Cemetery, Church, and Manse cultural heritage evaluation report.	Marg	ongoing		Has research and video materials available for sharing.
Heritage Designations	Revisit the draft letter preparation, including pros and cons of heritage designation for current listed property owners, to gauge their interest	All	ongoing		Revised letter presented to the committee on May 8th for circulation among members and Sherwin Meloney for feedback and approval before sending to current owners of heritage-listed properties.
Heritage Designations	Circulate pros, cons, and FAQs about heritage designations, along with a revised letter, to current listed property owners to gauge their interest	Stacey			Further revisions are required before approval.
Heritage Designations	Contact Sherwin Meloney for approval to send the revised letter to current listed property owners to gauge their interest in heritage designation	Natalia			
Heritage Designations	Compile a list and description of local properties of interest for a brochure	All			Discussed focusing the prototype brochure on 10 designated properties, with 2-3 per settlement. Notable sites include Elmira Townhall, Carnegie Library, Bandstand, St. Jacob's properties (Theatre, Library, Old School), Maryhill cluster (hotel, church, cemetery), and other properties in Winterburn, Conestogo, Breslau, Floradale, and Bloomingdale. Bridges like Glasgow or Peel Street and barns were also considered, with limited options in Hawkesvill
WMC Digital Sign Board	Connect with the Township to check if a summer student can assist with the Digital Sign Board project	Bonnie	ongoing		

Heritage Committee Work Plan

Brochure & Slideshow	Create a prototype brochure with input from the Maryhill Historical Society and share it with all committee members.	Katy/Natalia	ongoing		Katy shared a draft slideshow of properties of interest for feedback.
Brochure & Slideshow	Reach out to printerries in Woolwich for brochure quotes.	Katy	ongoing		Received a quote from a St. Jacob's printer, awaiting a response from Simpson Printing in Bloomingdale, and will follow up
Brochure & Slideshow	Return forms to Marg for scanning and sharing the Cultural Heritage Resource Evaluation Form with the committee	Katy	ongoing		
Brochure & Slideshow	Obtain a map for the prototype brochure from Lisa Atkinson, GIS Analyst, Township of Woolwich	Katy	ongoing		
Brochure & Slideshow	Call Bloomingdale United Church to get permission to use their website photos in the brochure.	Katy	ongoing		
Brochure & Slideshow	Take 1-2 more photos of properties of interest and add them to the brochure and PowerPoint	Katy	ongoing		Received some photos and will take additional ones as needed. Lisa Atkinson identified as the key contact for property photos at the Township.
Brochure & Slideshow	Research additional properties of interest to include in the brochure	Natalia			
Brochure & Slideshow	Assist Katy in collecting photos for the brochure	Dianna			
Brochure & Slideshow	Explore updating the heritage display at the Carnegie library	Dianna	ongoing		LACAC reports were suggested as a resource, and a connection was made with a library resource person
Brochure & Slideshow	Locate and photocopy the walking tour reference material from the Carnegie Library	Natalia	ongoing		

Heritage Committee Work Plan

Brochure & Slideshow	Update the Woolwich Township Ghost Community Driving Tour Handout based on committee suggestions	Colleen	ongoing	Q4	
Brochure & Slideshow	Revisit the ghost community tour material for use in slideshows and heritage committee education materials	Colleen/Natalia	ongoing	Q4	Colleen presented a draft slideshow to the committee for feedback.
Brochure & Slideshow	Reach out to EDSS teachers to explore student partnership options	Kim	ongoing		Connected with EDSS Art Department Head, to explore a collaboration with students on a digital visual arts project.
Heritage Road Show	Contact retired geography teacher as a resource	Bonnie	ongoing		Previously organized bus tours
Reclaimed Materials	Assess transportation or storage of Old West Montrose Bridge materials for fundraising if acquisition is feasible	Bonnie/All	ongoing		
Reclaimed Materials	Propose to Michelle Pinto, ROW that the committee wants cast-off timbers from the Old West Montrose Bridge used for benches or picnic tables in the Township	Bonnie	ongoing		The committee recommended benches to Michelle Pinto, ROW and requested notification when construction starts or materials are available
Reclaimed Materials	Contact a local museum about acquiring Winterbourne Schoolhouse timbers.	Kim	ongoing	Q4	
Lost Resources	Revisit locating missing framed heritage committee pictures last seen at Wilmont Bankers Day Event	All	ongoing		
Newspaper Interest Column	Revisit the idea of introducing a 'Do You Recognize' column in the Record, with prizes from local businesses	All	ongoing		