



The Corporation of the Town of Tillsonburg

**Cultural, Heritage and Special Awards  
Advisory Committee**

March 6, 2019

5:30 p.m.

Annex Board Room, 200 Broadway, 2nd Floor

# MINUTES

**Present:**

Deb Beard, Rosemary Dean (Arrived at 6:01 p.m.), Penny Esseltine, Erin Getty, Carrie Lewis, James Murphy, Collette Takacs.

**Absent with Regrets:**

Terry Fleming, Vernon Fleming.

**Also Present:**

Amelia Jaggard, Legislative Services Coordinator  
Patty Phelps, Culture and Heritage Manager/Curator

**1. Call to Order**

The meeting was called to order at 5:30 p.m.

**2. Adoption of Agenda**

Resolution #1

Moved by: Erin Getty

Seconded by: Collette Takacs

THAT the Agenda as prepared for the Cultural, Heritage and Special Awards Advisory Committee meeting of March 6, 2019, be adopted.

**Carried**

**3. Disclosures of Pecuniary Interest and the General Nature Thereof**

There were no disclosures of pecuniary interest declared.

**4. Adoption of Minutes of Previous Meeting**

Proposed Resolution #2

Moved by: Erin Getty

Seconded by: James Murphy

THAT the Minutes of the Cultural, Heritage and Special Awards Advisory Committee meeting of February 5, 2019, be approved.

**5. Presentations/Deputations**

## 6. General Business & Reports

### 6.1. Election of Chair and Vice Chair

**Moved by:** Collette Takacs

**Seconded by:** Erin Getty

THAT Collette Takacs be nominated for the role of Chair.

**Carried**

**Moved by:** Carrie Lewis

**Seconded by:** Deb Beard

THAT Erin Getty be nominated for the role of Vice Chair.

**Carried**

### 6.2. Meeting location, dates and time

**Moved by:** Erin Getty

**Seconded by:** Deb Beard

THAT the Cultural, Heritage and Special Awards Advisory Committee meet on the first Wednesday of each month at 5:30 p.m at the Corporate Office in Suite 203.

**Carried**

### 6.3. Terms of Reference

Discussed Terms of Reference.

### 6.4. Set goals for term

To promote the Cultural Grant Program through traditional advertisement and social media promotion. Staff to look into social media promotion options.

To promote the Volunteer of the Month Award.

To bring this item forward to the next meeting in order to allow for more discussion.

Citizen of the Year Award to be an item on the next Agenda.

### 6.5. Application for Consent and Minor Variance – St. Paul’s Manse (**Attached**)

Rosemary Dean arrived at 6:01 p.m.

**Moved by:** Erin Getty

**Seconded by:** Carrie Lewis

WHEREAS, The former St. Paul’s Manse, 38 Ridout Street, exterior of the building is designated as a Heritage Building and protected under The Ontario Heritage Act; and

WHEREAS, Any future owners of the former St. Paul’s Manse, 38 Ridout Street, are required to comply with the Heritage Building designation requirements;

RESOLVED, That the Cultural, Heritage and Special Awards Advisory Committee supports the application for consent to sever the former St. Paul's Manse building from the St. Paul's United Church property;  
RESOLVED, That staff be requested to forward this resolution to the Oxford County Planning Department.

**Carried**

**6.6. Cultural Grant Application – Tillsonburg Thunder Senior AA Hockey Club  
(Attached)**

Staff to request additional information from the applicant in order to process the application.

**6.7. Ontario Senior of the Year Award (Attached)**

Staff to create a news release requesting nominations for the Ontario Senior of the Year Award with a deadline of April 1, 2019; this will allow time for the committee to review nominations and make recommendation to Council in order to meet the April 30, 2019 provincial deadline. The news release will be sent to committee members to share throughout the town.

Staff to request the news release to be posted on the Town website and social media pages, as well as included in the March 13<sup>th</sup>, March 20<sup>th</sup>, and March 27<sup>th</sup> newspaper.

**7. Correspondence**

**8. Other Business**

**9. Next Meeting**

Wednesday, April 3, 2019 at 5:30 at the Corporate Office in Suite 203.

**10. Adjournment**

Resolution #3

Moved by: Erin Getty

Seconded by: Deb Beard

THAT the March 6, 2019 Cultural, Heritage and Special Awards Advisory Committee meeting be adjourned at 6:26 p.m.

**Carried**