



Municipal Heritage Committee Report

Report Number:	KLMHC2025-027
Meeting Date:	April 3, 2025
Title:	Municipal Heritage Committee Subcommittee Review
Description:	Review of next steps for subcommittees
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-027, **Municipal Heritage Committee Subcommittee Review**, be received; and

That the Committee members and staff report back on identified action items.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council meeting of March 18, 2025, Council amended the terms of reference for committees across the City to remove the ability to hold subcommittee meetings. The rationale for this that subcommittee meetings are not transparent and open to the public in the same way as regular committee meetings. In order to undertake work that was previously the responsibility of subcommittees, Committees will need to do that work within the context of its regular committees.

Currently, the Municipal Heritage Committee has three subcommittees, of which two have not yet met in 2025. Each of these subcommittees addresses a specific item in the Committee's approved 2025 work plan and whose work will need to be brought into the main Committee meetings. These subcommittees are:

- **Outreach Subcommittee:** The Outreach Subcommittee is primarily responsible for the organization of the Osprey Heritage Awards in 2025. The planning for this event has already been initiated and has been addressed in a separate report. The subcommittee had also begun brainstorming for other outreach events to provide community engagement and education.
- **Scugog River Subcommittee:** The Scugog River subcommittee was formed to investigate and undertake the designation of the Scugog River as a cultural heritage landscape and to undertake public outreach and education regarding its heritage significance.
- **Designated Properties Subcommittee:** This subcommittee was formed to take baseline photographs of designated properties in the City. The intention was to begin with City-owned properties.

This report is intended to facilitate the discussion of the work plan items that were going to be undertaken by these subcommittees, except for the Osprey Heritage Awards, and the development of a plan to tackle these initiatives within the structure of the main committee meeting.

Rationale:

Each of the Municipal Heritage Committee's subcommittees was in the process of developing specific projects through the subcommittee structure. The following is an overview of each project and potential for next steps and discussion.

Outreach

The Outreach Subcommittee, in addition to planning for the Osprey Heritage Awards, had begun preliminary discussions surrounding other outreach events that might be appropriate for the Committee to pursue. At the last subcommittee meeting, the subcommittee members had committed as action items to returning with their brainstorming for ideas and staff would bring back a budget to undertake outreach.

The Committee may want to consider continuing with these action items for a report back at their next meeting. Staff will report back with a budget for outreach activities. This will include workshops which the Committee has discussed as a previous meeting and are currently being planned by staff for spring and fall 2025.

Scugog River

The Scugog River subcommittee last met in 2023 and the minutes from their last meeting are attached as Appendix A. At that time, the subcommittee was pursuing two lines of action, specifically the designation of the area and the development of interpretive panels or other public education initiatives.

The Committee may want to consider how to continue to advance this work and identify specific action items it would like to pursue in relation to advancing this project. Any work undertaken by individual Committee members will need to be reported back to the main Committee in the context of a public council meeting.

Designated Properties

The Designated Property subcommittee last met in 2023 to undertake several site visits and photograph historic properties. In order to continue this work, which involves taking photographs of designated properties, Committee members will need to undertake work outside of the main Committee meeting, subject to direction from the Clerk's Office regarding this type of work as part of executing the Committee's work plan. Any work will also need to be reported back to the Committee in the main committee meeting.

If this work can be undertaken in the new structure without formal subcommittees, any members who are undertaking property photography will need to coordinate how that work is going to take place and then report back to the

Next Steps

The Committee will need to decide what it wants and is able to undertake in these three initiatives outside of the subcommittee structure. Should it choose to pursue some or all of these projects, staff will prepare standing reports on the committee's agendas to address each of these projects, outlining what has been done, as well as the identified action items for discussion and review at each Committee meeting. Committee members who undertake any work, such as research or brainstorming outside of the Committee meeting, will need to report back at the monthly meeting with their findings and activities.

Other Alternatives Considered:

The Committee could choose not to pursue the projects that were assigned to subcommittees this year.

Financial/Operation Impacts:

There are no financial or operational impacts as a result of the recommendations of this report. Budgets for specific items, such as outreach events, will be presented to the Committee as discussions arise.

Consultations:

N/A

Attachments:

Appendix A – Minutes of the February 22, 2023 Scugog River Subcommittee Meeting



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River Subcommittee M

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