



**The Corporation of the Town of Saugeen Shores**  
**Municipal Heritage Committee Meeting Minutes**

**Thursday, August 22, 2024, 1:00 p.m.**  
**Rotary Hall, The Plex**  
**600 Tomlinson Drive, Box 820**  
**Port Elgin, Ontario**

Present: Bud Halpin  
Cheryl Grace  
Frances Barrick  
Joyce Johnston  
Neil Menage

Members Absent: Linda Doll  
Merri Fergusson

Staff Members: Sarah Bonderud

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**1. Call To Order**

Chair C. Grace called the meeting to order at 1:02 p.m.

**2. Land Acknowledgement**

Chair C. Grace read the land acknowledgement.

**3. Disclosure of Pecuniary Interest and Nature**

No pecuniary interests were declared.

**4. Additions, Deletions, or Amendments**

None.

**5. Adoption of Minutes**

Moved by: F. Barrick  
Seconded by: B. Halpin

That the Municipal Heritage Committee approve the minutes of June 26, 2024,  
as presented.

**CARRIED**

**6. Report of Municipal Officers/Committees**

**7. New Business**

**7.1 John Blumenson, Ontario Architectural Expert - Architectural Style  
Presentation**

The Committee received an educational session from John Blumenson,  
Ontario Architectural Expert, regarding heritage cultural attributes and  
what to look for should the Committee receive heritage designation  
applications. Six houses in Port Elgin were reviewed as examples.

It was suggested to create awareness in 2025 during Heritage Week to educate the public about heritage cultural attributes.

## **7.2 Interpretive Plaque Updates**

### **7.2.1 History of the Port Elgin Fair Interpretive Plaque Draft**

Moved by: B. Halpin  
Seconded by: J. Johnston

That the Municipal Heritage Committee receive the sub-committee's design for the Port Elgin Fairgrounds Interpretive Plaque.

**CARRIED**

### **7.2.2 Port Elgin Cenotaph Interpretive Plaque**

The Committee received an update from Chair C. Grace regarding the Port Elgin Cenotaph interpretive plaque. This plaque was due for replacement due to wear, and the design and content will remain the same.

Moved by: B. Halpin  
Seconded by: N. Menage

That the Municipal Heritage Committee receive the information on the Port Elgin Cenotaph interpretive plaque replacement.

**CARRIED**

### **7.2.3 Stafford Farms Plaque Unveiling - August 11, 2024**

The Committee received an overview from Chair C. Grace regarding the unveiling that took place during the Saugeen Shores 25th Anniversary for the Stafford Farms interpretive plaque.

### **7.2.4 Sub-Committee Creation for the 25th Anniversary Plaque**

The creation of this sub-committee was deferred to a future meeting.

## **8. Unfinished Business**

### **8.1 Walking Tour Update - N. Menage**

The Committee received a verbal update from Member N. Menage regarding proposed next steps for the Walking Tour. Further information will be collected from consulting with property owners to establish a revamped Walking Tour by Quarter 3 2025.

It was suggested to create an electronic form on the Town Website to receive feedback and ideas from the public.

### **8.2 Budget Requests Discussion**

Historic structures were raised. Chair C. Grace will invite members of the Marine Heritage Society to attend the next meeting to present the history of the Range Light, to provide an update on the condition of the Rear and McNabb Range Lights.

Chair C. Grace will connect with staff regarding student internships and the possibility of having a student assist Municipal Heritage projects.

Discussion included interpretive plaque replacements. It was suggested to establish a policy for this Program to create a process on how to handle the life cycle of these plaques, before seeking additional funding.

Moved by: N. Menage  
Seconded by: F. Barrick

That the Municipal Heritage Committee recommend to Council that Grant Match be considered for a student internship to assist with built heritage, architectural heritage, and walking tour research.

Moved by: F. Barrick  
Seconded by: J. Johnston

That the Municipal Heritage Committee recommend that the Clerks Heritage plaques budget be increased from \$8495.00 to \$10,000.00; and

That a budget request of \$500 for community engagement and municipal heritage special events be considered.

Moved by: B. Halpin  
Seconded by: N. Menage

That the Municipal Heritage Committee form a sub-committee to draft an Interpretive Plaque Policy; and

That Members Neil Menage and Bud Halpin be appointed to this sub-committee.

**9. Communications for the Committee**

- 9.1 Architectural Conservancy Ontario Support Letter - Minister of Citizenship and Multiculturalism**
- 9.2 Architectural Conservancy Ontario - ACORN in a Nutshell August Newsletter**
- 9.3 Community Heritage Ontario News - Summer 2024 Newsletter**

**10. Date of Next Meeting**

The next meeting will be held on September 25, 2024, at 1:00 pm in the Community Complex Rotary Hall (upstairs).

**11. Adjournment**

Moved by: B. Halpin  
Seconded by: F. Barrick

That this Municipal Heritage Committee meeting of August 22, 2024, hereby adjourns at 3:56 pm.

**CARRIED**