



## **MUNICIPAL HERITAGE COMMITTEE MINUTES**

Tuesday August 12, 2025 – 4:30 p.m.  
Council Chambers – 77 Beckwith Street North, Smiths Falls

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### **ATTENDANCE:**

#### **Members' Present:**

Chair, D. Hudson  
Councilor C. McGuire  
J. Davis  
K. Vandermeer  
T. Maitland

#### **Regrets:**

Councilor D. Quinn, J. Lee

#### **Staff Present:**

Marie Elmsley, Planning Clerk  
Karl Grenke, Manager of Development Services

#### **Guests:**

Christian Giansante, Stantec Consulting  
Lashia Jones, Stantec Consulting

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### **1. CALL TO ORDER & LAND ACKNOWLEDGMENT**

Call to order at 4:36 p.m.  
A quorum was present.

### **2. APPROVAL OF AGENDA**

The agenda was approved as amended.  
*Moved: T. Maitland*  
*Second: K. Vandermeer*  
**CARRIED (5-0)**

### **3. ADOPTION OF MINUTES**

The minutes for July 8, 2025, were approved as presented.  
*Moved: J. Davis*  
*Second: T. Maitland*  
**CARRIED: (5-0)**

### **4. DISCLOSURE OF MONETARY INTEREST**

None

## 5. PRIORITY ISSUES

- i) Delegation – Stantec Consulting – Draft Downtown Smiths Falls Heritage Conservation District Plan

C. Giansante gave an overview of the Draft Plan to date. There are five sections in the Plan as follows: Background, HCD Characteristics, Goals, Objectives and Principles, Policies and Guidelines, and Implementation.

The group discussed the boundary and what has been decided to date. C. Giansante advised that they have been proceeding with the boundary as included with the study as approved by Council in December 2024. There were questions on how the Plan will differentiate between residential and commercial properties and it was noted that residential properties are largely considered non-contributing in the Plan given the commercial nature identified in the study. Stantec noted that the plan is based on contributing and non-contributing properties not land use.

The Draft Plan was released to the Steering Committee on August 22<sup>nd</sup> and is scheduled to be released for public review on August 28<sup>th</sup>.

D. Hudson thanked the consultants for their presentation.

**ACTION:** M. Elmsley to circulate the draft to the MHC when it is released for comments.

- ii) Gallipeau Centre – Heritage Easement

D. Hudson advised that the subcommittee met and decided that they need more information from the Ontario Heritage Trust and perhaps a site visit, prior to drafting the Designation By-law. The subcommittee will meet again in two months.

- iii) Heritage Conservation District – Boundary Map

There was some question about whether the boundary map was approved at the December 2024 Council meeting. A review noted that Stantec was going to consider some properties like Trinity Church and the Armory along the edge of the boundary that Council approved in December. The MHC discussion about the boundary reverting to the larger study area started at the June MHC meeting. There has been frustration noted around this issue. During the HCD Steering Committee on July 9<sup>th</sup>, Stantec advised they have followed direction from Council who accepted the study including the boundary (with the minor exceptions of three or four properties at the edges) and further changes to the boundary would mean a scope change in the project.

**ACTION:** M. Elmsley to circulate the link with a time marker to the Heritage Conservation District discussion at the Council meeting held December 9, 2024.

## 6. PROJECT UPDATES

- i) Symposium

J. Davis advised the date of the event is Saturday October 18<sup>th</sup> at the Masonic

Lodge from 9am to possible only Noon (lunch networking until 1:00 p.m. approximately). This change from a weekday reflects the fact that we are looking to attract homeowners to the event as the theme is residential heritage, "Old Homes, New Perspectives: Changing the way we see residential heritage." It may be a shorter day as we look to continue to finalize one more speaker. Speakers confirmed to date are Andrew Jeanes with the Ministry discussing the myths about designation, Karl Grenke discussing the Heritage Alteration Permit process, and heritage designated property owners (in a panel style presentation) for Jonathon Giles Home and Soper House. Looking to confirm one more property owner (Doctor Agnes Craine House).

ii) Heritage Pedestals

M. Elmsley advised that the report on using durable materials for replacement of the pedestal sign toppers was received by Council. They agreed that using more durable materials is the preferred course of action noting that there will be a request for a budget increase annually until all the pedestals are replaced.

iii) Re-enactment – Walking Tours by Abel Russell Ward

M. Elmsley reviewed this idea of the event with the committee noting that she met with representatives from Tourism and Heritage House Museum. The idea has been well received and plans for implementing a large-scale event are underway for 2027.

The group discussed the excellent attendance for the heritage walking tours during Old Home Week noting there were 30 people on Monday, over 50 on Wednesday and Friday each day. There was a lot of excitement about the tours, a very popular event.

iv) Heritage Week

M. Elmsley outlined a suggestion for a Scavenger Hunt based on the heritage pedestals to be held during Heritage Week in February in addition to the annual slide deck. The idea was well received noting that it may have to happen during Winterfest as a part of the larger activities. Volunteers T. Maitland and K. Vandermeer will help design the event.

v) Updated Workplan

A copy of the updated workplan was circulated to each committee member noting that an update will be provided at each meeting tracking our efforts on the various activities.

vi) Updated Process for Heritage Designation

M. Elmsley will circulate at the next meeting.

## 7. **ROUNDTABLE**

D. Hudson advised that she and Councillor McGuire met with the owner of Abel Russell Ward House regarding the work that is in progress at the site. The owner proposes to restore the columns to their original state, and he will be resubmitting his application. Once the application is deemed complete by staff, it will be sent to MHC for recommendation to Council. There will be a special meeting called to review the application; we will need quorum to proceed.

**8. NEXT MEETING**

Tuesday, September 9, 2025, at 4:30 p.m.

**9. ADJOURNMENT**

THAT, the Municipal Heritage Committee adjourn its proceedings at 5:25 p.m. and stand so adjourned until the next duly called Committee meeting.

*Motioned by: C. McGuire*

*Seconded by: K. Vandermeer*

*Carried: (5:0)*