

# Council Memo



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To	<b>Committee of the Whole</b>
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, January 11, 2021
Subject	<b>Cultural Heritage Action Plan: Follow up to Council referral</b>

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At their meeting of October 13, 2020, Council referred the Recommended Cultural Heritage Action Plan (CHAP) to a future meeting of the Committee of the Whole and requested that staff provide an additional opportunity for stakeholder engagement.

Heritage Guelph was informed of the referral and held a special meeting on December 8 to consider comments on the recommended Cultural Heritage Action Plan. Their motions have been provided to Council under a separate memo.

This memo outlines the community engagement process and stakeholder outreach conducted for the project, provides information about the Council-approved project scope and provides a recommendation for an additional action to be considered.

## **Community Engagement Process**

Following the Council referral, staff sent out an email notification to the project stakeholder and mailing lists to advise of an additional opportunity to provide written comments on the recommended Cultural Heritage Action Plan. Only one response to this notification was received. This response thanked staff for the notice and provided no comments.

Community engagement for the project followed the City's community engagement framework. An engagement plan was developed at the outset of the project and each element was completed. The plan involved engagement opportunities through various means for each phase of the project.

The project stakeholder list includes the following: the Six Nations of the Grand River, Mississaugas of the Credit, the Guelph Black Heritage Society, the Architectural Conservancy Ontario (ACO), Guelph Historical Society, the Upper Grand and Wellington Catholic District school boards, Wellington County Museum and Archives, the University of Guelph, Grand River Conservation Authority, developers, owners of designated properties, landscape architects, architects, historians, neighbourhood groups, and Guelph Urban Forest Friends.

The project mailing list includes all of the identified stakeholders and 25 individuals who requested to be kept informed of the project.

Engagement opportunities and invitations are provided, however, we do not require individuals or organizations to participate.

The following is a timeline of engagement/outreach and reports for the project starting with project initiation:

January 25, 2018: A key stakeholder focus group session was held to introduce and describe the purpose of the CHAP to key stakeholders in order to share insights and get feedback from those familiar with heritage planning and conservation.

February 12, 2018: Consulting team presented to Heritage Guelph on the project work plan and scope.

June 11 and July 23, 2018: Heritage Guelph discussed and provided comments on the CHAP background report. At their meeting of June 11, Heritage Guelph provided input on Cultural Heritage Landscape Identification (Part B of the draft CHAP).

August 31, 2018: CHAP background report released.

December 10, 2018: Consulting team attended Heritage Guelph to present the findings and recommendations for the draft CHAP and receive comments from the committee.

April 8, 2019: Draft CHAP released and presented to Council.

April 24, 2019: 2 workshops held for public comment on the draft CHAP.

April 25 to May 12, 2019: online feedback form/survey available for comment on the draft CHAP.

May 13, 2019: Heritage Guelph discussion on the draft CHAP.

May 27, 2019: Heritage Guelph workshop on the draft CHAP.

September 9, 2019: Heritage Guelph discussion/comments on draft CHAP with consulting team.

October 6 and 8, 2020: Notice of the Council meeting to consider the recommended CHAP mailed to the project stakeholders and mailing list and advertised in CityNews.

October 13, 2020: recommended Cultural Heritage Action Plan provided to Council for their consideration.

November 12, 2020: notification to stakeholders and project mailing list of referral of CHAP and opportunity to provide comments.

December 8, 2020: Heritage Guelph meeting to consider recommended CHAP

January 4, 2021: Notice of Committee of the Whole Meeting mailed to the project stakeholders and mailing lists.

January 7, 2021: Notice of Committee of the Whole Meeting advertised in CityNews.

### **Project Scope**

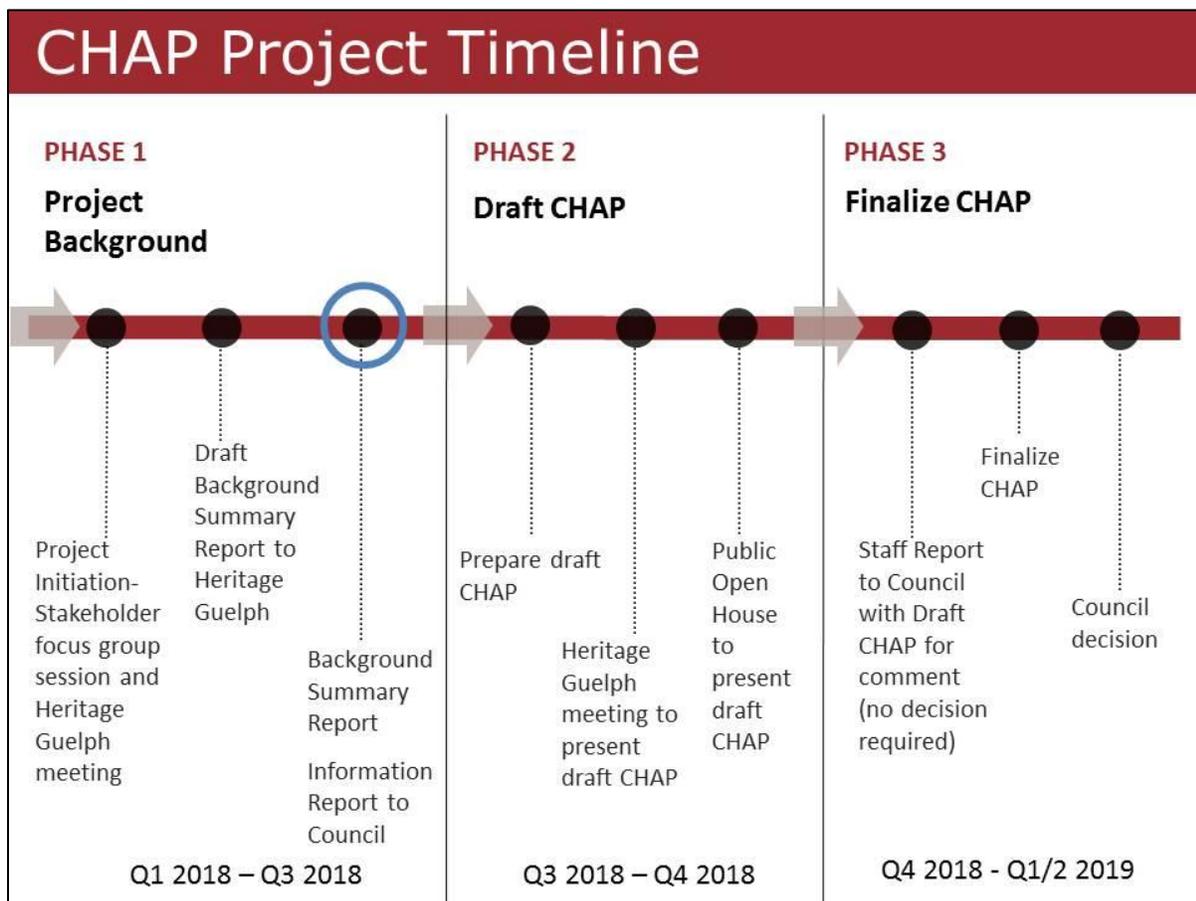
The purpose of the CHAP, as outlined in the Council approved project charter, is to identify cultural heritage landscapes (CHLs), prioritize actions and recommend incentives to assist in the conservation of cultural heritage resources. Key components of the CHAP include:

- Review of related background work and comparable action plans undertaken in other municipalities;
- Development of an inventory of candidate CHLs; and,
- Prioritization and advice related to key conservation actions and incentive options.

The city contracted the services of a consulting team of qualified cultural heritage professionals led by MHBC Planning, in association with George Robb Architect, Wendy Shearer Landscape Architect and urbanMetrics.

The recommended CHAP satisfies the Council-approved project charter and provides an inventory of candidate CHLs in the city and prioritizes conservation actions particularly with respect to the study and potential designation of Heritage Conservation Districts. This work also respects Council’s approval of capital budget for an HCD study that was intended to be initiated in 2020 (to align with the original planned completion date of the CHAP project). Planning Services’ 10 year capital forecast identifies the study of an HCD approximately every three years with the CHAP providing the recommendations for the area to be studied. The priority for additional HCD studies will be re-considered prior to the initiation of the next HCD study. The staff recommendation on the final CHAP is only for the initiation of one HCD study for the Ward West area (CCHL-23). Heritage Guelph supported this recommendation of the CHAP.

This is the project timeline as communicated to Council through the release of the background report:



### **Recommended Additional Action**

Staff recognize and acknowledge that the focus of the CHAP was on post-settlement of Guelph as a town and on recommendations for the future study and designation of heritage conservation districts. Based on feedback received and ongoing work to build relationships, staff recommend that Council consider the following additional action:

“That the future update of the Cultural Heritage Action Plan consider and evaluate candidate cultural heritage landscapes identified as having cultural heritage value or interest by an Indigenous community.”

This action would require additional capital funding for consulting services including involvement of an Indigenous engagement specialist to support staff in developing and coordinating an approach for engagement with rights-bearing Indigenous communities or organizations that have established or potential Aboriginal or Treaty rights within the city, or who have an established interest in the city.

In response to the Heritage Guelph motions for additional work/scope change for the CHAP, investigation and listing of the Old Downtown and Catholic Hill CHLs, and the review of the property standards bylaw, staff note that this work is not budgeted for in the approved capital nor is there staff capacity to undertake this work at this time. Should Council proceed to direct staff to initiate additional actions beyond those outlined in staff’s report, capital funding and an additional staff resource would be required.

### **This memo was approved by:**

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