

**TOWN OF PERTH  
MINUTES  
HERITAGE PERTH ADVISORY PANEL  
Held: 11:00 AM, Monday February 22<sup>nd</sup>, 2021  
Location Panel Members & Public:**

**Zoom:** <https://zoom.us/j/95964869105?pwd=bXlhVGMyQWJlTXVXQ0VKOTMwdXJLdz09>

**ATTENDED BY:**

Brent McLaren, Chair	Shannon Baillon, Director of Community Services
Barry Smith, Councillor	Kathryn Jamieson, Heritage/Tourism Manager
David Bird, Councillor	Megan Buchanan, Recording Secretary
Kandace Brown, Citizen Member	Jaana Brett, Citizen Member
Marjory Nasmith, Citizen Member	

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**ABSENT:**

Adam Smith, Citizen Member

**1. FIRST MEETING IN 2021:**

1. Call to order – Chair Brent McLaren. The meeting was called to order at 11:02am with six (6) members in attendance.
2. Declaration of Interest and General Nature Thereof – None declared.
3. Approval of Last Minutes – January 18<sup>th</sup>, 2021. Carried Unanimously.

**2. PRESENTATIONS BY STAFF (OTHERS):**

**3. UNFINISHED BUSINESS:**

**4. NEW BUSINESS:**

1. Update on the Heritage Perth Architectural Conservation Awards Videos with the Mayor – Shannon Baillon
  - Director Shannon played the video created to for the Heritage Perth Architectural Conservation Awards for the panel. The video will be shown at the Council meeting Tuesday February 23<sup>rd</sup>, 2021, then circulated to the public on the website, YouTube and social media.
  - Chair Brent expressed a sincere thank you to the Mayor and Director Shannon for putting the time and effort into creating a great awards video from the Heritage Perth Advisory Panel.

\*\*\* Councillor Barry Smith joined the meeting at this time

2. Update on Notice of Public Meeting Launch of Official Plan Review – Shannon Baillon

- Director Shannon explained the Notice of Public Meeting Launch of the Official Plan from the Planning Department. This memo has been sent to all committees. She explained how residents of Perth could register to participate in these Official Plan public sessions and that the Town website had a dedicated webpage with up to date information at [www.perth.ca/officialplan2021](http://www.perth.ca/officialplan2021) .

\*\*\* Councillor David Bird joined the meeting at this time.

**3. DISCLOSURE OF ADDITIONAL ITEMS:**

**4. RECEIVING DELEGATIONS:**

**5. RECEIVING CORRESPONDENCE:**

**6. PANEL/STAFF REPORTS:**

1. Perth Museum / Tourism Report – Kathryn Jamieson

**Programs and Events**

- Weekends In Perth ON events were put on hold for the lock down and will resume in April
- We're working on a St. Patrick's Day display at the Crystal Palace now
- After that we're planning a community Easter and Spring display (details will be announced shortly)
- We hope to do a community photography exhibition in the Crystal Palace after that, depending on weddings and other rentals that may or may not be going ahead

**Operations**

- We reopened the Visitor Information Centre, the 1840s kitchen and the public washroom on January 20
- We have reworked the Visitor Information Centre again to better display the gift shop now that we have tables set up right at the door, and to make it easier for staff to find you the appropriate tourism materials
- We have added an additional Plexiglas barrier near the front door, and we have added several air purifiers around the building
- We set up Canatrace, which is an independent Canadian company (based out of Oshawa), so visitor can now check-in and answer the screening questions from their smart phones. If they don't have smart phones, we can check them in on the iPad or, we can use a paper copy as a back-up
- Canatrace tracks the required contact information for the health unit privately and automatically deletes the information after thirty days. If there was an outbreak at the Museum, we would simply contact Canatrace and they provide the

information directly to the health unit for contact tracing. It is private and secure, and even Town staff do not have access to visitor's contact information

- The other period rooms are getting a deep clean and will reopen in a few weeks
- The third floor exhibitions are coming together and we hope to reopen that area for the Victoria Day weekend, but the timeline is flexible
- We are making progress on the kiosk project with a sub-committee of the Lanark County Neighbours for Truth and Reconciliation
- The Lanark County Museum Network wasn't very active in 2020 as several members remained closed or with reduced operations, however, the group is meeting regularly again now and we're beginning to plan ahead again
- The Community Museum Operating Grant was issued quickly in July of 2020 without much of an application at the time, but the application for 2020 is now due at the end of March
- The 2021 CMOG application is still due at the end of June, as far as I know
- Two interns will be starting virtually March 8 and will work three weeks for us over a four week period
- The Regional Relief Recovery Fund project is wrapping up at the end of this week
- The Young Canada Works and Canada Summer Jobs applications were submitted

The Heritage Newsletter has been distributed by mail and shared on social media

## 2. Town Crier Update – Brent McLaren

- Chair Brent updated the panel that he had recorded 12 Valentine's Day shout out promotion videos for businesses in Perth. The Crystal Palace Valentines display went over well in the community and Brent is gearing up to have a St. Patrick's Day and Easter display for the community. Brent will be offering St. Patrick's Day promotion videos for interested businesses and will be doing a greeting video for Perth, Tasmania's 200<sup>th</sup> anniversary of when their naming occurred.
- Director Shannon thanked Brent for all the hard work he has put into making the adaptive Town Crier Videos, shout outs and greetings for the community.

## 3. Community Improvement Panel Update – Shannon Baillon

- Director Shannon reported no new recipients of the Community Improvement Plan grant. Shannon reminded the panel that March Committee of the Whole meeting is when the CIP will be bringing proposed changes to the geographical region for the CIP grant to the Mayor and Council.

5. **DISCUSSION OF ADDITIONAL ITEMS:**

- Councillor Bird noted that a Carleton University graduate in Architecture was visiting Perth and was surprised at how many great historical buildings were here. Councillor Bird wanted to brainstorm with the panel how we could collaborate more with Architectural programs at Universities and Colleges. Director Shannon added that linking any graduates to local professionals might be a good direction to head in, so they can share their expertise. Citizen member Kandace added that providing the University with the information on the HCD buildings that were documented by Algonquin students in 2019 would be helpful.
- Citizen member Kandace inquired if she could circulate any interesting and related heritage articles she receives from the Canadian Association of Heritage Profession. Chair Brent and Director Shannon agreed that this type of information could be sent via the recording secretary and emailed out to the panel for information purposes only.
- Citizen member Jaana inquired if the Town of Perth has a web based platform for panel members to log on to and access past HPAP information and content, as a resource for a new panel member. Director Shannon advised that the Town does not have capability within the website but that she can update the panel if any cloud-based capabilities become available in the future.

6. **NEXT MEETING:**

Monday, March 22<sup>nd</sup>, 2021

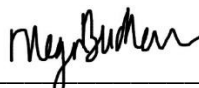
7. **ADJOURNMENT:**

- Moved by Chair Brent McLaren that the meeting of, be adjourned at 11:51am.



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Brent McLaren  
Chair



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Megan Buchanan  
Recording Secretary