



## **Heritage Advisory Committee Meeting Minutes**

**Thursday, November 28, 2024, 5:00 p.m.  
McNaughton Room - 3rd Floor, City Hall**

### **1. Heritage Advisory Committee Meeting 07-2024**

Vice-Chair: Douglas Yahn

### **2. Members**

Jennifer Bonazzo  
Carla Chisel  
Kimberly Costa  
Frank Gerry  
Ahsanul Habib  
Councillor Greg Johnsen  
Heidi Strobl  
Douglas Yahn, Vice-Chair

### **3. Officials**

Christina Wakefield, City Archivist  
Gordon Stover, Committee & Meeting Management System Coordinator

### **4. Resource Persons**

Laurie Abthorpe, Coordinator – Cultural Development & Public Art

### **5. Guests**

Brian Shott, Contract Coordinator

**6. Land Acknowledgement**

The Vice-Chair acknowledged that the Committee was meeting on the traditional territory of the Ojibwa Anishnaabe people of Fort William First Nation, signatory to the Robinson Superior Treaty of 1850, and also recognized the contributions made to the community by the Métis people.

**7. Disclosures of Interest**

**8. Agenda Approval**

MOVED BY: Frank Gerry  
SECONDED BY: Councillor Greg Johnsen

WITH RESPECT to the November 28, 2024 meeting of the Heritage Advisory Committee, we recommend that the agenda as printed, including any additional information and new business, be confirmed.

CARRIED

**9. Confirmation of Previous Minutes**

The Minutes of Meeting 06-2024 of the Heritage Advisory Committee, held on October 24, 2024, to be confirmed.

MOVED BY: Councillor Greg Johnsen  
SECONDED BY: Frank Gerry

THAT the Minutes of Meeting 06-2024 Heritage Advisory Committee, held on October 24, 2024, be confirmed.

CARRIED

**10. Whalen Building - HVAC Upgrades**

Brian Shott, Contract Coordinator appeared before Committee and provided an overview of the proposed HVAC upgrade plans to the 8th floor of the Whalen Building.

Discussion was held relative to the plans, as presented.

MOVED BY: Heidi Strobl  
SECONDED BY: Ahsanul Habib

WITH RESPECT to the 8<sup>th</sup> floor HVAC upgrade renovation plans for the Whalen Building – 34 Cumberland Street North, a designated Heritage Property, the Heritage Advisory Committee approves in principle the proposed renovation/replacement plans, as presented by Brian Shott at the November 28, 2024 Committee meeting;

AND THAT the Heritage Advisory Committee confirms that the plans/building material as presented do not conflict with the significant heritage features of the building;

AND THAT a copy of this resolution be forwarded to The City of Thunder Bay's Building Division, if required.

CARRIED

#### **11. Committee Member Term Lengths and Vacancies**

Committee & Meeting Management System Coordinator Gordon Stover advised the Committee of the current and upcoming Committee member vacancies. Public notice and application forms will be released in February 2025. The Committee was advised to complete and submit prior to the deadline.

#### **12. Terms of Reference**

Committee & Meeting Management System Coordinator Gordon Stover provided copies of the 2025 Heritage Advisory DRAFT Terms of Reference for review. Discussion was held relative to the proposed changes to the 'Expectations of Committee Members' section and the 'Expectations of the Heritage Researcher' section.

City Archivist Christina Wakefield advised that proposed changes will be finalized and re-presented for approval at the January 2025 Committee meeting.

### **13. Heritage Register and Designation Update**

City Archivist Christina Wakefield provided an update relative to the heritage consultant selection progress, property designation list and the role of subcommittee.

The procurement process for a heritage consultant has started. Request for Quotes will begin in the early new year.

Concerns were expressed whether the Heritage Advisory Committee will have input into the RFQ process or if the decision is only with the Office of the City Clerk.

Committee involvement will be included when suggesting properties for designation as well as assisting with researching the properties. City Archivist and the Heritage Consultant will be the only ones contacting property owners.

Christina Wakefield provided an updated list of the research available at the Archives for the prioritized Heritage Register properties, for information.

A further breakdown of the specific roles and tasks for the heritage consultant will be provided to the Committee at the next meeting.

### **14. Committee Member Updates**

#### **14.1 Clean, Green and Beautiful Update**

Heidi Strobl provided an update relative to the upcoming public art display that will be located in Vickers Park.

#### **14.2 Thunder Bay Historical Museum Update**

Frank Gerry provided information relative to the upcoming 2nd Annual Historical Film Festival scheduled for Sunday, December 1, 2024 at the Community Auditorium. The event is free admission.

The Committee was also advised that a new exhibit entitled "A Journey Through Time: Archaeology of Northwestern Ontario and the Lake Superior Area" has been opened at the Museum. It will run until March 2025.

#### **14.3 Cultural Plan Steering Committee Update**

No update was provided.

#### **14.4 Public Art Committee Update**

Courtney Turner advised that the Public Art Committee will be involved in upcoming projects including the 2025 Arts & Heritage Awards, Vickers Park art installations and the re-vitalization of Victoria Avenue and the North-Core area.

### **15. Arts & Heritage Awards 2025**

Coordinator - Cultural Development & Public Art Laurie Abthorpe provided an update on the sub-committee for the 2025 Arts & Heritage Awards. The sub-committee has asked for 3 Heritage Advisory Committee Members to participate. An email follow-up will be sent in the coming days for volunteers. Next meeting will be scheduled in January 2025.

### **16. New Business**

#### **16.1 Heritage Researcher Updates**

City Archivist Christina Wakefield provided information relative to a Conservatory tour that has been scheduled for Tuesday, December 10, 2024 and is open to all Committee Members to attend. Meeting invite will be sent out.

The Committee was also advised that a 1 hour training session for the Ontario Heritage Act and Designation has been scheduled with a consultant for Thursday, December 19, 2024 and is open to all Committee Members to attend. Meeting invite will be sent out.

### **17. Next Meeting**

The next meeting is scheduled for Thursday, January 23, 2025 at 5:00 p.m. in the McNaughton Room, City Hall.

### **18. Adjournment**

The meeting adjourned at 6:10 p.m.