



Heritage Burlington Advisory Committee Meeting

Minutes

Date: February 11, 2026
Time: 7:00 pm
Location: Room 247, City Hall, second floor

1. Members Present:

Andy Lyster (Vice Chair), Alex Winiarski, Steve Allen, Michael Vollmer, Len Collins, Jenna Dobson, Robin Lloyd and Alan Harrington

2. Regrets:

Marsha Paley (Chair) and Catherine Robb

3. Others Present:

Councillor Shawna Stolte, Chloe Richer (Heritage Planner), Shameel Chankar (Heritage Intern) and Jo-Anne Rudy (Clerk)

4. Land Acknowledgement

The Vice Chair read the Land Acknowledgement.

5. Declarations of Interest:

None

6. Approval of Minutes:

6.1 Approve minutes from meeting held January 14, 2026

On motion, the minutes from the meeting held January 14, 2026, were approved as presented.

7. Delegation(s):

None

8. Regular Items:

8.1 Heritage Planner update

- a. Bill 23 - Heritage Designation Shortlist update
 - Chloe advised that a Notice of Passing for the 368 Brant Street designation by-law (one of the four Peer Review properties) was issued on January 28, 2026.
 - Chloe stated that the staff report recommending 10 properties for the Bill 23 - Heritage Designation Shortlist (Phase II) went to Committee of the Whole on February 9 and will go to Council on February 17.
 - Chloe noted that a letter to non-designated property owners regarding voluntary heritage designation will be mailed out in the near future.

- b. Burlington Avenue & Ontario Street Heritage Conservation District Plan & Guidelines update
 - Chloe advised that the final staff report on the Burlington Avenue & Ontario Street Heritage Conservation District Plan & Guidelines went to Committee of the Whole on February 9 and will go to Council on February 17.

- c. 1060 Algonquin Road - Cultural Heritage Evaluation request received
 - Chloe advised that the owners of 1060 Algonquin Road requested last year that their property be evaluated for its cultural heritage value or interest, for potential Part IV designation under the *Ontario Heritage Act*; however, since the printing of the agenda, staff received an email from the owner indicating they don't want to move ahead with the designation based on legal advice they received.
 - Chloe noted that staff have completed a site visit and the archival research and evaluation process. A Cultural Heritage Evaluation Brief was prepared and the key evaluation finding was that the property is eligible for designation under Part V of the *Ontario Heritage Act*.
 - Members stated that this property has tremendous heritage value and suggested staff reach out to the owners to see what their concerns are.

8.2 Celebrating a Vital Part of Burlington's Story: The Black Heritage of Burlington

- Shameel Chankar, Heritage Intern, provided a presentation entitled "Celebrating a Vital Part of Burlington's Story: The Black Heritage of Burlington".

8.3 2025 Annual Report

- Committee reviewed the 2025 annual report which included the Heritage Week wrap-up report attached as Appendix A. **Motion - Approve the 2025 annual report for Heritage Burlington. CARRIED**

8.4 2026 Workplan and Budget

- Committee reviewed the draft 2026 workplan/budget. **Motion - Approve Heritage Burlington's 2026 Workplan/Budget. CARRIED**

8.5 Subcommittee Updates

a. Promotions & Marketing Subcommittee

Andy reviewed the results of the second Heritage Burlington Signage Survey, which was sent out at the beginning of the year, and noted that an additional 19 property owners responded, bringing the total to 25 responses. He added that fewer than half of respondents currently have heritage signage. The key recommendations were:

- Design signs with layered storytelling,
- Standardize preferred materials,
- Pilot QR code integration,
- Offer tiered funding options, and
- Host a community workshop.

b. Heritage Week Subcommittee

- Jo-Anne briefly reviewed the 2025 Heritage Week wrap-up report provided by Marsha Paley which will be attached as Appendix A to Heritage Burlington's 2025 Annual Report.

9. Other Business:

None

10. Adjournment:

Vice Chair adjourned the meeting at 8:12 p.m.