

Appendix C: Bond Head HCD Plan: Community Consultation

1.0 BACKGROUND

1.1 Timeline

Background – HCD Timeline
<ul style="list-style-type: none">• 2007: BWG Heritage Committee retained Fayle Heritage Consultants to undertake a preliminary study to identify potential heritage conservation districts within Bond Head and Newton Robinson• 2012: BWG Heritage Committee re-initiated the project• 2014: In June, the BWG Heritage Committee hosted a community meeting for residents of Bond Head to share information on heritage conservation districts and to gauge the community's interest in undertaking a Heritage Conservation District Study.• 2015: Heritage Committee and Council discussed the preliminary studies for HCD candidates Newton Robinson and Bond Head. In December 2015, Bond Head was chosen to have an HCD Study undertaken.• 2018: ARA began work on the HCD Study which was to be completed in 2 stages. Stage 1 - Background and Issues Identification - was completed. Through the research conducted it was determined that the hamlet has enough heritage attributes for consideration as a heritage conservation district.• 2019: ARA began work on Stage 2 which involved community consultation to allow for further evaluation of the cultural heritage resources, including a review of the historical development, evolution of the built environment, and identification of significant streetscapes and landscape. Stage 2 resulted in the completion of the full Heritage Conservation District Study.• 2019: ARA presented the HCD Study to the Heritage Committee. There were no objections to the Town proceeding to the HCD Plan.• 2021: ARA began work on the HCD Plan.• 2022-2025 The HCD Plan is drafted along side community consultation.

1.2 Property Information Database

As part of the HCD Study, a Property Information Database was compiled to record information on properties located within the boundary. After refinement throughout the Study, the database reflected the 76 properties located within the Boundary, including 38 listed on the Town's Heritage Register and one property designated under Part IV of the *Ontario Heritage Act*. The database reflects the results of background research and field review including photographs of the buildings' façade and street context. Additional details such as building heights and cladding materials were added to this database to aid in the analysis of properties and ensured that consistent information was collected for each property. Each property underwent a review of the criteria to determine cultural heritage value or interest using Ontario Regulation 9/06. O. Reg 9/06 examines a

property against nine specific criteria. These criteria relate to design or physical value, historical or associative value and contextual value.

The Property Information Databases is stand-alone document submitted to the Town of Bradford West Gwillimbury to provide additional information to support the District Plan.

What is the Property Information Database
<p>The Property Information Database compiled the following information for each property:</p> <ul style="list-style-type: none">• Common Name;• Municipal Address;• Approximate date of construction;• Photograph (building façade showing street context;• Architectural style;• O. Reg 9/06 evaluation and if required a description of the Cultural Heritage Value or Interest (CHVI) of each property;• Any details on community value of the property gathered from the public meeting and other research;• Existing recognition (i.e., Part IV designation, listed, plaque, etc.); and• Sources.

2.0 COMMUNICATION METHODS

A number of communication methods and initiatives were undertaken to ensure awareness of the project undertaking and the engagement opportunities available. The following provides a snapshot of the variety of communication methods employed and is not an exhaustive list:

- The HCD webpage used for the Study continued to operate as the key online repository of information. The website provided consistency to the public and included: background information on HCDs in general, reports and presentation related to the Study; useful links and a FAQ page, a description and map of the boundary, methods of community involvement in the development of the Plan and Town contact information;
- Mail out brochures and information sheets for consultation opportunities
- Project update, survey reminders, and prompts to view the presentation, were sent to members of the general public who signed up to receive email notifications;
- A banner was placed on the Town's website homepage promoting the study and public meeting;
- Posts promoting the public meeting were added to the "News & Notices" page of the Town's website;
- A Curbex sign was posted at the south and east boundaries of the hamlet promoting the HCD project and directing people online to find more information;
- Regular social media posts on the Town's Twitter and Facebook platforms;
- A newspaper ad was placed on Simcoe.ca on September 16, 2021, bringing awareness to the project, and promoting the first public meeting that was held on October 4, 2021;
- Posters were placed in public venues across BWG (i.e., Post Office and Library);

- Presentations were recorded and uploaded to the Town of BWGs YouTube Channel:
 - Community Consultation Presentation #1
<https://www.youtube.com/watch?v=u1riP1n6YSg>
 - Community Consultation Presentation #2
<https://www.youtube.com/watch?v=f9DQrliJi-w>
- BWG staff provided updates with Town Staff and Members of Council throughout the project.
- BWG staff communicated with members of the Bradford West Gwillimbury Heritage Committee sharing the weblink and encouraging them to promote involvement within their networks; and
- Multiple articles and communication pieces were written for *Simcoe.com* and *Bradford Today* including:
 - [‘We can do something really special here’: Bradford plans for heritage district in Bond Head \(simcoe.com\)](#)
 - <https://www.bradfordtoday.ca/towninfo/learn-more-give-input-on-the-plan-for-a-bond-head-heritage-conservation-district-4940173>
 - [Residents invited to take part in Bond Head Heritage Conservation District consultation session - Bradford News \(bradfordtoday.ca\)](#)
 - [Benefits of Heritage Conservation District in Bond Head showcased in public meeting - Bradford News \(bradfordtoday.ca\)](#)
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**Figure 1: Bond Head Heritage Conservation District Website
(Town of Bradford West-Gwillimbury 2021)**

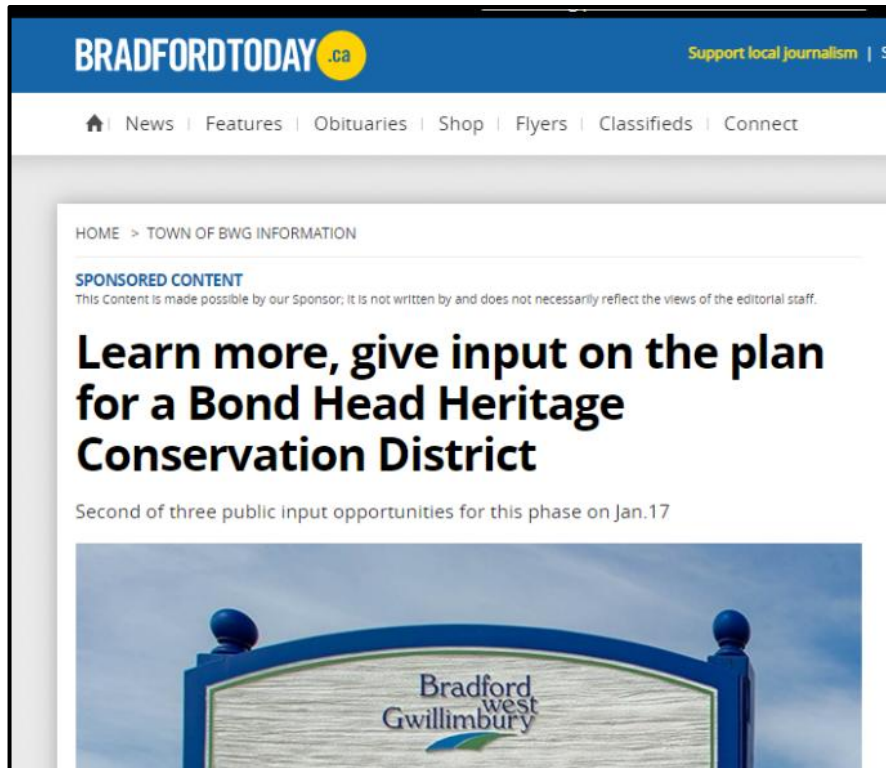


Figure 2: Article Promoting Community Participation in Heritage Conservation District
(Bradford Today 2022)

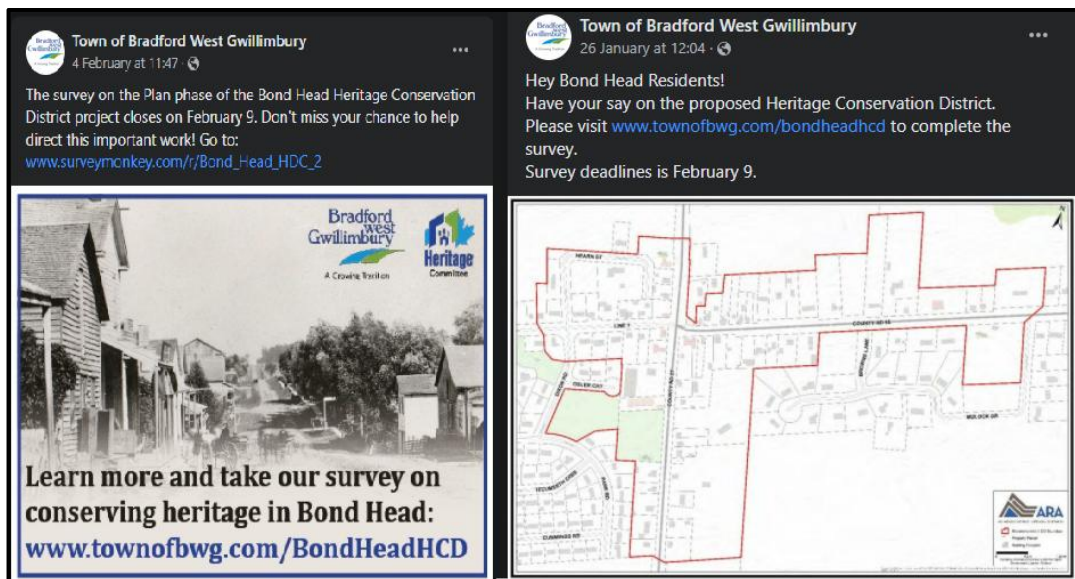


Figure 3: Example of Post on the Town's Facebook Page
(Town of Bradford East Gwillimbury 2022)



Figure 4: News Article Promoting the Bond Head Survey
(Town of Bradford East Gwillimbury 2022)

3.0 SUMMARY OF CONSULTATION SESSIONS

3.1 Consultation #1: The HCD Planning Process – Understanding the Community Vision

A virtual public open house was held on Wednesday October 4, 2021, from 7pm-8:30pm via Zoom. The purpose of the session was to provide information on the recently completed HCD Study of 2018-2019 and the proposed District Plan. A presentation was given by Kayla Jonas Galvin, Heritage Operations Manager, ARA. To understand who the participants are and how much background information that they have, two polls were taken during the presentation. The Presentation provided an overview of the following topics:

- What is an HCD?
- Recap of the HCD Study and Findings
- General Myths about HCD
- What is included in an HCD
- Engagement Opportunities and Next Steps

The presentation was recorded and the link to the YouTube recording was shared through Facebook and the HCD website. The presentation was accompanied by an online survey, open from September 21, 2021, and closed October 15, 2021. The survey was promoted through online reminders, emails, newspaper article and social

media which included links to the survey. A total of 47 people completed the survey and detailed summary. The results of the Survey were used to inform Community Consultation #2 Presentation and future survey work, as well as to understand community sentiment.

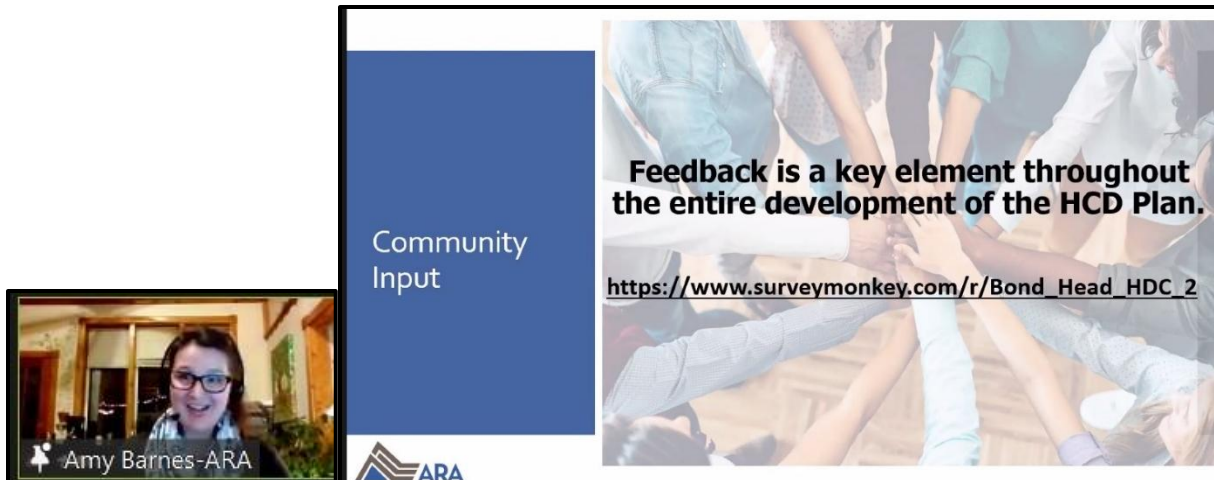
3.2 Consultation #2: Managing Change – Community Input on Policies and Guidelines

A second virtual presentation was held on January 17, 2022, from 7-8:30pm online via Zoom. The presentation was conducted by Amy Barnes, ARA Consultation Manager and included guest speaker Dr. Wes Kinghorn. Amy's presentation provided an overview of the following topics:

- The role of the Statement of Objectives in the District Plan
- Understanding Property Status (Contributing and Supporting)
- The role of Policies and Guidelines
- Implementation Approaches

Dr. Wes Kinghorn also provided a detailed presentation about his experience studying and living within a District. He discussed some of the myths and misconceptions and provided an overview of the role an HCD played in his community in London, Ontario. The presentation was followed by a question period. Questions were solicited from attendees.

The presentation was accompanied by a second online survey. The goal of the survey was to gain feedback on Statement of Objectives, the methodology for determining property status, and understanding the overall feelings about the desired approach to policies and guidelines for contributing and supporting buildings. The survey also sought input on how flexible or rigid the community felt approaches should be taken through the implementation process. The survey was launched January 10, 2022, and closed February 9, 2022. The survey was promoted through online reminders, emails, newspaper article and social media change which included links to the survey. A total of 86 survey results were submitted, however, through careful analysis it was determined that three IP addresses were associated with an unreasonable number of submissions. As a result, it was determined that one surveys per household/IP address was a representative sample and therefore only one results per IP address were considered. In total 75 surveys were considered. The results of the survey were used to guide the preparation for Community Consultation #3 and inform the draft District Plan.



**Figure 5: Screenshot from Zoom Presentation
(ARA 2022)**

3.3 Consultation #3 The Big Reveal: Community Feedback on the HCD Plan (January 2025)

An in-person meeting was held at the Bond Head Community Hall on January 30, 2025. A power-point presentation was given by Amy Barnes and Kayla Jonas-Galvin of ARA. Town staff were on hand to answer any questions and provide commentary on Town policies and planning approaches. The presentation began with a recap of the purpose of a HCD, what is included in an HCD plan, a timeline of what had happened to date, and a recap of objective, implementation etc. associated with an HCD Plan. After the presentation there was an opportunity to break out into two different tables.

The first table was available to answer any question about process, purpose of the Plan, and any site specific questions that property owner may have. There were some property owners who were new to the process, so the goal was to allow them to understand any implications of the HCD Plan on their property. Amy spoke with several different property owners who were newer to this process and/or wanted to discuss specifics about the process.

The second table was available to go through specific areas of the Draft Plan where input was needed to determine the level of flexibility or restrictions desired by the community. The questions were in relation to specific elements/changes/heritage permitting level etc. Kayla facilitated this table and had a fruitful discussion on the Heritage Permit Chart about what constitutes Exempt, Minor Changes, and Major Changes. All input from this table was considered in the final preparation of the HCD Plan.