

Date: April 15, 2025

Memo to: Arts Culture & Heritage Advisory Committee

Topic: Heritage Interpretive Plaque Update

From: Tom Graham

An assessment and inventory of North Grenville's many types of heritage plaques and interpretive panels is underway. A spreadsheet is being populated with details such as type, photo of the plaque, condition, location (description and map coordinates), artwork on hand, etc. (Tom Graham and John Barclay).

Work plan for Heritage Interpretive Panels (Updated from July 15, 2024)

1. Complete inventory of interpretive signs and plaques (underway)
 - a) Evaluate condition of existing plaques (underway)
 - b) Take accurate photos of each and plot on map (underway)
 - c) Staff to obtain original digital file or recreate (underway)
 - d) Share content (text, photos, locations) with ExploreNorthGrenville.ca
2. Determine who will manage/lead creation of new plaques
 - a) Interpretive Plaque and Signage Policy (separate from but related to Public Art Policy) being drafted (Tom Graham; in progress)
 - b) Can be staff or committee members as need arises; To be determined
 - c) Responsibilities to be outlined in policy
 - d) Liaise with community groups as appropriate, etc. Such as:
 - a. AC&H Advisory Committee
 - b. NG Tourism Department: ExploreNorthGrenville.ca
 - c. NG Planning Department (and Parks & Rec as required)
 - d. Downtown BIA – "Every building tells a story" plaques (2016)
 - e. North Grenville Historical Society
 - f. Community groups (Hamlets, Indigenous)
 - g. Friends of Anishanabeg Trails – yes
 - h. Others TBD
 - e) Establish list of future possible plaques, interpretive signage – Indigenous, Kemptville Campus, others?
3. Confirm \$10K budget for creation and maintenance of heritage interpretive panels and plaques.
 - a) Council has approved the \$10,000 budget this committee requested (yay!). Deputy Director Phil Mosher confirm via email (March 19) that this budget falls under the Planning Department (rather than Park & Rec).
 - b) Ensure ongoing monitoring and maintenance; policy/procedures to be integrated with NG asset management policies
 - c) Create annual budget for creation and maintenance of plaques and panels. Ensure that \$10K annually is part of the PRC or Planning operations budget 2026.

IMMEDIATE ACTION

1. Confirm the existing panels most in need of refreshing (new overlay).
 - a. Hurd Street Bridge
 - b. Oxford Mills
 - c. Prescott Street Bridge (TBC)
2. Draft changes required
 - a. New QR code, website, logos, text
 - b. Artwork updated by NG Art Dept
3. Order new overlays from supplier
 - a. See quote from existing supplier Fantasy (attached)
 - b. Aim to have them redone this summer
4. Commence design/creation of new panel for Indigenous Canoe Sculpture
 - a. See quote from existing supplier Fantasy (attached)
 - b. Confirm outline and details with Indigenous Advisory Circle
 - c. Must be completed and installed by mid-September.

MOTION (DRAFT):

That the Arts, Culture & Heritage Advisory Committee receive the Heritage Interpretive Panel Update and request Council to direct staff to proceed with contracting Fantasy to replace three existing panels under the guidance of the ACHAC. Funds for this work to be drawn from the 2025 budget allocation to Heritage from the Planning Department.

Photos of panels to be repaired:

Hurd Street Bridge



Oxford Mills Bridge



Prescott Street Bridge



See next page for details of supplier quote.

Fontasy

sign & display inc.

Estimate # 9049

Date : 4/11/2025

Terms : 50% Deposit

Job # : 24-048

PO # :

Estimate prepared for:

Municipality of North Grenville
Attn: Heritage Advisory Committee
285 County Road 44, Box 130
Kemptville, ON K0G 1J0

CONTACT : c/o Tom Graham

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Item	Qty	Product	Description	Price ea.	CDN \$ Total
A	1	F40 Pedestal	: North Grenville Arts, Culture & Heritage Advisory Committee signs		
		Size	: Complete Classic 45° angled sign face Pedestal - 10 year warranty included	3,170.00	3,170.00
			: 36"W x 24"H		0.00
		Material	: Aluminium structure with SunGlaze enamel top coat.		0.00
		F40 Frame	: F40 (1.75") Flush mount with radius edge		0.00
		Colour	: Post and Frame paint colour to be determined by client.		0.00
		Mounting	: (1) 3.25" x 3.25" x 42" P80 Post & (1) 36" GroundKey or Base Plate - sign to be installed by Municipality.		0.00
		Artwork - Print Ready	: Client is responsible for submitting high resolution PDF Print Ready Artwork at the correct size and with the required bleeds. Design charges will apply if any changes need to be made after the artwork is submitted.		0.00
B	3	SunGlaze Panel	: New overlay panels for existing signs	645.00	1,935.00
		Size	: 24" x 24"		0.00
		Artwork - Print Ready	: Client is responsible for submitting high resolution PDF Print Ready Artwork at the correct size and with the required bleeds. Design charges will apply if any changes need to be made after the artwork is submitted.		0.00
C	3	Installation	: Installation of new panel onto existing sign. Includes all tools, equipment, hardware, and materials required (Item B)	175.00	525.00
D	1	Administration	: This includes Insurance, H&S & WSIB documentation.	85.00	85.00
E	1	Delivery to Site	: For travel time of installation crew, truck & trailer. To North Grenville, ON.	834.00	834.00
F	1	Sign Locations	: Client to provide directions to existing signs to Fontasy prior to installation date.	0.00	0.00
Quote is valid for 30 days, unless otherwise stated. Date of Completion is dependant on the quantity and complexity of order. Please allow 3 - 6 weeks from approval of artwork for delivery. If a deposit is required, the order will not be processed until the deposit is received.				Subtotal	\$6,549.00
ACCEPTANCE OF ESTIMATE				HST	\$851.37
The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.				CDN\$ Total	\$7,400.37

Signature: _____

PO# : _____

Print Name: _____

Date: _____

SunGlaze™
ENAMEL

9 Bolton Drive, Uxbridge, ON L9P 1A4
Toll free: 800.263.9468
Email: sales@fontasy.ca