



**Township of South Frontenac
Heritage Advisory Committee
Meeting Agenda**



TIME: 1:00 PM,
DATE: Thursday, October 26, 2023
PLACE: Council Chambers/Virtual Via Zoom .

1. Call to Order

a) Resolution

2. Approval of the Agenda

a) Resolution

3. Confirmation of Minute

a) Resolution

2 - 4

4. Disclosure of Pecuniary Interest

5. Delegations

6. Briefings

7. Business

8. Motions

Motion served by Michael Gemmell for Consideration

a) Motion for consideration RE: that the Heritage Advisory Committee request staff to prepare a report for the January, 2024 Committee meeting

9. Notices of Motion

10. Correspondence

11. Questions of Clarity (from the public on outcome of agenda items)

12. Date of Next Meeting

13. Adjournment

a) Resolution

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**Township of South Frontenac
Heritage Advisory Committee
Meeting Minutes**



Meeting # 02

Time: 1:00 p.m.

Location: Council Chambers / Virtually Via Zoom

Present: Michael Gemmell, Wilma Kenny, John McDougall, Michael Payne, Councillor Scott Trueman

Absent: Angela Maddocks

Staff: Tom Fehr - Planner, Michelle Hannah - Deputy Clerk

1 Call to Order

2 Approval of the Agenda

a) Resolution

Resolution No. 2023:02:02
Moved by Wilma Kenny
Seconded by Councillor Trueman
That the Agenda be approved as presented.

Carried

3 Confirmation of Minutes

a) Resolution

Resolution No. 2023:02:03
Moved by Councillor Trueman
Seconded by Michael Payne
That the April 27, 2023 Minutes of the Heritage Advisory Committee be approved.

Carried

4 Disclosure of Pecuniary Interest

5 Delegations

6 Briefings

7 Business

a) Official Plan - Staff Update

Michelle Hannah introduced Tom Fehr as the Planning Department staff member who will assist guiding the Committee.

Tom Fehr provided a review of the Draft Official Plan as it related to Heritage.

John McDougall inquired about the indigenous relationship with the township.

Michelle Hannah advised that the Clerk's Department is working on building a relationship that will also assist other departments with this matter.

Tom Fehr requested that any comments or revisions in relation to the Draft Official please be sent to him by August 10th.

b) Letters sent to potential Heritage Designation Properties - Staff Update

Tom Fehr provided an update with respect to the letter that was sent out to properties in relation to their heritage characteristics.

Michael Payne requested a list of the properties that the letter was sent to.

Wilma Kenny noted that the house on Rutledge Road that had it's vestibule ruined by a truck driving into it is a heritage home, although not designated and that she is hopeful the brick will be restored.

Councillor Trueman inquired about policies that guide the Committee and designations.

In response to Councillor Trueman's question, Tom Fehr provided a brief explanation of guidance documents for designating heritage properties.

Michael Gemmell inquired about the building next to the Railton Church with respect to any demolition permits, future uses and if it is for sale.

Tom Fehr advised that there are no demolition permits currently issued for that property.

Councillor Trueman noted that it seems like education on heritage would be a good place to start.

John McDougall and Michael Gemmell discussed having the Committee present to Council.

Michael Gemmell asked for the Committee's contact information from Michelle Hannah.

Michelle Hannah advised consent of the members would be needed to provide the contact information, or they could provide it to him on their own.

8 Motions

9 Notices of Motion

10 Questions of Clarity (from the public on outcome of agenda items)

11 Correspondence

12 Date of Next Meeting

- a) The date of the Next Heritage Advisory Committee meeting is October 26, 2023 at 1:00 p.m.

- 13 Adjournment
 - a) Resolution

Resolution No. 2023:02:04

Moved by Councillor Trueman

Seconded by Michael Payne

That the Heritage Advisory Committee meeting be adjourned at 2:15 p.m.

Carried

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