



TOWNSHIP OF SOUTH FRONTENAC
Heritage Advisory Committee Meeting
Minutes



Meeting # 1

Time: 1:00 PM

Location: Council Chambers/Virtual Via Zoom

Present: Michael Gemmell, Wilma Kenney, Angela Maddocks, John McDougall, Michael Payne

Absent: Councillor Scott Trueman

Staff: Brad Wright – Director of Development Services, Michelle Hannah – Deputy Clerk

1 Call to Order & Election of Officers

a) Resolution

Resolution No. 01
Moved by Angela Maddocks
Seconded by John McDougall

That the April 27, 2023 meeting of the Heritage Advisory Committee be called to order.

Carried

b) Resolution

Resolution No. 02
Moved by Wilma Kenny
Seconded by Angela Maddocks

That Michael Gemmell be appointed as Committee Chairperson.

Carried

c) Resolution

Resolution No. 03
Moved by John McDougall

Seconded by Wilma Kenny

That Angela Maddocks be appointed as Committee vice-chairperson.

Carried

2 Approval of the Agenda

a) Resolution

Resolution No. 04
Moved by Angela Maddocks
Seconded by John McDougall

That the agenda be adopted, as presented.

Carried

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3 Confirmation of Minutes

a) Resolution

Resolution No. 05
Moved by John McDougall

Seconded by Wilma Kenny

That the Minutes of the September 27, 2022 Heritage Advisory Meeting be approved, as amended.

Carried

4 Disclosure of Pecuniary Interest

There were none.

5 Delegations

There were none.

6 Briefings

There were none.

7 Business

a) Orientation - Clerk's Department Staff

Michell Hannah, Deputy Clerk reviewed the Heritage Advisory Committee Orientation presentation.

b) Orientation - Planning Department Staff

Brad Wright, Director of Development Services reviewed the Heritage Committee Orientation presentation.

c) Official Plan Update

Brad Wright, Director of Development Services reviewed the Official Plan presentation for the Heritage Advisory Committee.

In reply to a question from John McDougall about letters sent to properties owners to gauge their interest in designating their property under *the Ontario Heritage Act*, Michelle Hannah advised that staff will review this matter and report back to the Committee at a future meeting via a report.

Brad Wright provided further clarification regarding Section 6.1 is the of the Official Plan.

8 Motions

There were none.

9 Notices of Motion

There were none.

10 Correspondence

There was none.

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

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- a) Committee members briefly introduced themselves and spoke to their backgrounds related to heritage.

Following a question from Michael Gemmell, Brad Wright advised he would check with the Building Department with respect to a demolition permit for a property on Railton Road located next to the church.

12 Date of Next Meeting

- a) The next meeting of the Heritage Advisory Committee will be held on July 27, 2023 at 1:00 p.m.

13 Adjournment

- a) Resolution

Resolution No. 06
Moved by John McDougall

Seconded by Angela Maddocks
That the meeting be adjourned at 2:16 p.m.

Carried

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