



**TOWNSHIP OF SOUTH FRONTENAC**  
**Heritage Advisory Committee Meeting**  
**Minutes**



**Meeting # 01**

**Time:** 1:00 p.m.

**Location:** Council Chambers / virtual via Zoom

**Present:** Michael Gemmell, Wilma Kenny, John McDougall, Michael Payne

**Absent:** Scott Trueman

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

1 Call to Order

2 Approval of the Agenda

a) Resolution

Resolution No. 02

Moved by Wilma Kenny

Seconded by Michael Payne

That the agenda be approved.

Carried

3 Election of Officers

a) Chairperson Nominations & Election

Resolution No. 03

Moved by Michael Gemmell

Seconded by Wilma Kenny

That Michael Payne be appointed as Committee Chairperson.

Carried

b) Vice-Chairperson Nominations & Election

Resolution No. 04

Moved by Wilma Kenny

Seconded by John McDougall

That Michael Gemmell be appointed as Committee Vice-Chairperson.

Carried

4 Confirmation of Minutes

a) Resolution

Resolution No. 05

Moved by Michael Gemmell

Seconded by Wilma Kenny

That the October 26, 2023 meeting minutes be approved as presented.

Carried

5 Disclosure of Pecuniary Interest

a) None was declared.

6 Delegations

a) There were none.

7 Briefings

a) There were none.

8 Business

a) Staff Report - Framework for historic research and site evaluation

Michael Gemmell advised that he read the report and it follows in close compliance with the Act itself. He noted that before the Committee moves on to the step of possibly listing properties on a registry or pursuing designation, this research would be important. He asked if there is a particular area Tom would like the committee to focus on.

Tom Fehr suggested to focus on Sydenham but added that it is up for discussion. The Township is so big, having a place to focus on is a good idea. He noted that the exercise is to create a list of properties to use in the future.

Wilma shared that she wrote the Heritage walking tour, it is very general and more for surface entertainment of the village. The properties on the tour would require additional research.

John McDougall noted that there are buildings in Sydenham and Petworth already identified as having historical interest but the detail that is required on the framework has not been done. A large list of limestone homes have been previously been identified. These could be a good place to start. He also noted that many things that are of significance are areas of particular biodiversity.

Michael Payne stated that there is significant value to the Sydenham walking tour. He also mentioned that there are some types of historically significant sites that may need review. For example historic cemeteries (one in the Township that has already been designated). Cultural landscapes that are of historic significance are important too, but many of those are protected by other legislation over and above the *Heritage Act*. If you take all of the Federal, Provincial and Municipal designations in the area, they are not necessarily all 'built heritage'. He asked staff to consider how far planning is prepared to go along the lines of developing policy with respect to 'not built' heritage.

Michael Gemmell noted that landscapes can have cultural significance if there is something that has happened on them. He also inquired where can someone send their letter with respect to re-naming a bay on a lake.

Michelle Hannah advised that this is a matter for the Provincial Government and there is a provincial government website <https://www.ontario.ca/page/geographic-names> that deals with these matters.

Wilma Kenney noted that related to this is the aboriginal issue, there are sites that are deliberately not named as they could potentially be damaged, and they would have to be protected before they are identified.

Michael Payne shared that those are cultural landscapes because they have significance.

Tom Fehr advised that cemeteries, archeological resources such as ANSI all have significant provincial and federal inputs, so keeping with built heritage is the best use of the Committees resources.

Michael Payne noted that the remains of mine sites is what he was referring to

John McDougall inquired if there is a place where all of these matters are kept? He also inquired if ANSI stay the same for decades?

Tom Fehr advised that ANSIs are designated by the province. They are identified on FrontenacMaps.

Michael Gemmell agrees that if the Committee focuses on the built environment, the Committee already has started to create an informal list.

Tom Fehr clarified that the plan is fine as long as you don't go on their property.

Wilma Kenny expressed her concern for the number of barns and two-story sheds that have historic components that are being removed.

Michael Payne noted that barns, sheds, coach houses are built structures and research could be completed. The owner could then bring them forward for consideration to include on a register or to be designated. There is nothing that says historical significance is limited to the principle building on a property.

Tom Fehr agreed, accessory buildings can be up for consideration.

Michael Gemmell shared that it can be a very broad and all encompassing project. With a membership of 4 it could be challenging.

Michelle Hannah noted that composition of the Committee will be reviewed in the near future, and it is not something that should be brought to Council before that time.

Committee re-organization is impending.

Tom Fehr shared that for the next meeting a goal for a certain number of properties to be reviewed and start building out that database would be a good place to start.

John McDougall shared property information and photos from past research that had been completed.

Michael Gemmell thought it was a good place to start building on the information required.

Tom Fehr inquired if the committee thought there should be any changes to the draft document.

Michael Payne asked to take out the "level of expertise" line as it is ambiguous.

Michael Gemmell asked for a spot for "Other Comments".

John McDougall inquired if there is some way of getting staff to be involved to have their input with respect to buildings they think are significant.

Wilma Kenny noted that there is a certain degree of not bringing staff into the situation and staff don't want to snitch on someone as they don't really want to

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go out of their way to point people out.

9 Motions

a) There were none.

10 Notices of Motion

a) There were none.

11 Correspondence

a) There was none.

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

a) There were none.

13 Date of Next Meeting

a) The next Heritage Advisory Committee meeting date is April 25, 2024

14 Adjournment

a) Resolution

Resolution No. 06

Moved by John McDougall

Seconded by Michael Payne

That the Heritage Advisory Committee meeting be adjourned at 1:48 p.m.

Carried