



TOWNSHIP OF SOUTH FRONTENAC
Heritage Advisory Committee Meeting
Minutes



Meeting #2025-04

Time: 3:00 PM

Location: 4432 George Street

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

Regrets: Councillor Scott Trueman

Staff: Noah Perron - Planner, Heather Woodland - Deputy Clerk

1 Call to Order

2 Approval of the Agenda

a) Resolution

Resolution No. 02

Moved by Wilma Kenny

Seconded by Michael Gemmell

That the agenda be approved, as presented.

Carried

3 Confirmation of Minutes

a) Resolution

Resolution No. 03

Moved by Michael Gemmell

Seconded by John McDougall

That the minutes of the July 24, 2025 Heritage Advisory Committee meeting be approved.

Carried

4 Disclosure of Pecuniary Interest

a) There were none.

5 Delegations

a) There were none.

6 Briefings

a) There were none.

7 Business

a) Discussion regarding Walking Tours: Finalize draft Sydenham and Verona text and photograph list, and suggestions regarding other possible tour locations.

The Committee reviewed the draft text for the Sydenham Walking Tour and provided revisions. As the next step, Heather Woodland and Michael Payne will incorporate the revisions into a final draft. Once the text is finalized, a

Minutes of Heritage Advisory Committee
November, 6, 2025

mock-up of a pamphlet and the digital walking tour will be created for feedback at a future meeting.

- b) Heritage Event - Debrief of October 8th event and suggestions for future speakers.

The Committee discussed the event and made suggestions for future events. Michael Gemmell suggested that the Grace Centre was an ideal venue and should be considered for heritage events. Heather Woodland requested that the Committee share ideas or connections for potential speakers.

- c) Heritage Property Inventory

John McDougall suggested that, following the completion of the walking and driving tours, the Committee shift their focus to the research on the inventory of limestone properties within the Township.

8 Motions

- a) There were none.

9 Notices of Motion

- a) There were none.

10 Correspondence

- a) There were none.

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

- a) There were none.

12 Date of Next Meeting

- a) The 2026 calendar of meetings is to be determined.

13 Adjournment

- a) Resolution

Resolution No. 04

Moved by Michael Gemmell

Seconded by John McDougall

That the Heritage Advisory Committee meeting on November 6, 2025 be adjourned at 4:23 p.m.

Carried