



The Corporation of the Municipality of Mississippi Mills

Heritage Advisory Committee Meeting

MINUTES

February 21, 2024

3:00 p.m.

E-participation

Committee Present: Michael Rikley-Lancaster, Chair
Harold McKay
Janet Carlile
Jane Torrance
Sandra Franks
Sarah More, Researcher

Committee Absent: Stephen Brathwaite
Jill McCubbin

Staff Present: Melanie Knight, Director of Development Services & Engineering
Jennifer Russell, Building Clerk
Melissa Fudge, Planning Technician

A. CALL TO ORDER

Michael Rikley-Lancaster called the meeting to order at 3:05 pm.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None

C. APPROVAL OF AGENDA

Moved by Harold McKay

Seconded by Sandra Franks

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Moved by Jane Torrance

Seconded by Harold McKay

THAT the minutes dated November 15, 2023 be approved as amended to include Sarah More's declaration of Pecuniary Interest regarding item E.1.

CARRIED

E. DELEGATIONS AND PRESENTATIONS

None

F. REPORTS

F.1 Heritage By-law Amendment - By-law 91-11 (Robert McLaren Homestead)

Melanie Knight, Director of Development Services and Engineering, provided an overview of the requested by-law amendment for Robert McLaren's homestead at 2659 Ramsay Concession 7B for consent. The Committee discussed the following items:

- The heritage property description in the by-law would not be changed by removing the requested property.

Moved by Harold McKay

Seconded by Sandra Franks

THAT the Heritage Committee support a condition for the consent applications B23-150 and B23-151, to amend the legal description on By-law 91-11 to reflect the severances of two (2) non-farm, rural residential lots.

CARRIED

G. BUSINESS ARISING OUT OF MINUTES

G.1 38 Main St E - Dungarvon Building Update

G.1.a Response from Finance Department regarding Charitable Receipts

Councillor Torrance provided an update that the municipality is not able to issue charitable receipts for work done outside of their own programs and assets, nor are they able to work as a flow-through charitable organization as they have, under CRA, the same

restrictions as any other charitable organization, as per the Municipality's Director of Finance.

G.1.b Stabilization and Traffic Modifications

Melanie Knight, Director of Development Services, provided an update on the installation of traffic lights at either end of the road closure for Dungarvon. The Committee discussed the following items:

- Further updates will be provided to the Committee and public as they develop.
- The situation of stabilizing and monitoring the building is being done on a regular basis.
- The Committee could use this time to develop possible scenarios for the building to retain heritage aspects depending on the different outcomes.
- The Committee commended the municipality for trying to save the heritage building and the protect the public's safety.

H. **ROUND TABLE**

Councillor Torrance - Congratulations to Melanie Knight on becoming the Director of Developmental Services for Mississippi Mills.

I. **INFORMATION AND CORRESPONDENCE**

I.1 **Heritage Permit Process Online**

Melanie Knight, Director of Developmental Services, provided the location of the heritage permit application and information on the municipal website. This is a "no fee permit" that provides a clear process for applicants.

J. **OTHER / NEW BUSINESS**

None

K. **MEETING ANNOUNCEMENTS**

The next Heritage Committee meeting is scheduled for Wednesday March 20, 2024.

L. ADJOURNMENT

Moved by Jane Torrance

Seconded by Sandra Franks

THAT the meeting be adjourned at 3:34pm

CARRIED

Jennifer Russell, Recording
Secretary