



CORPORATE SERVICES

Staff Report

REPORT NO: COR-2023-41

TO: Council

SUBMITTED BY: Patrick Kelly, Director of Corporate Services / Treasurer

PREPARED BY: Jeff Bunn, Manager of Legislative Services / Municipal Clerk

REVIEWED BY: Sharon Chambers, CAO

DATE: June 12, 2023

SUBJECT: Council Member Appointment to Heritage Wilmot and Castle Kilbride Advisory Committee

RECOMMENDATION:

THAT Councillor _____ be appointed to the Heritage Wilmot and Castle Kilbride Advisory Committee for a term of June 12, 2023, to December 31, 2024.

SUMMARY:

The purpose of this report is to seek the nomination and appointment of a member of Council to participate on the Heritage Wilmot and Castle Kilbride Advisory Committee.

BACKGROUND:

On February 27, 2023, Council approved the merger of the Heritage Wilmot Advisory Committee and the Castle Kilbride Advisory Committee, to form the Heritage Wilmot and Castle Kilbride Advisory Committee (hereafter “the committee”).

The Heritage Wilmot and Castle Kilbride Advisory Committee is a committee of Council, responsible for advising on heritage and museum matters.

The Committee is appointed by Council to advise and make recommendations to Council, and the Director of Development Services and Chief Building Official, regarding the Township's built heritage and other heritage features.

The Committee has a statutory role which is set out in the Ontario Heritage Act. These roles include:

- Making recommendations relating to the:
 - designation of properties under Part IV of the Ontario Heritage Act;
 - repeal or amendments to designations; and
 - alteration or demolition of heritage structures;
- Providing advice and recommendations on other heritage matters referred to the Committee by Council and the Director of Development Services and Chief Building Official.

The Committee also advises Council on matters related to Castle Kilbride, specifically related to the Museum's strategic priorities and policies. Committee members also support activities, services and programs provided by the museum.

Additionally, the committee will consider the use of funds in the Castle Kilbride Trust Fund and make recommendations to Council on the use of those funds in accordance with the Township's Trust Fund By-Law.

REPORT:

In accordance with the Committee Governance Policy and the Terms of Reference for the committee, one (1) member of Council may be appointed to serve on the committee for a term coinciding with the term of the committee (June 12, 2023, to December 31, 2024).

The committee will tentatively meet on the second Tuesday of each month at 7:00 p.m. in the Council Chambers.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

This report aligns with the Strategic Goal of *responsible governance*.

FINANCIAL CONSIDERATIONS:

There are no direct financial implications associated with this report.

ATTACHMENTS:

Attachment A – Heritage Wilmot and Castle Kilbride Advisory Committee Terms of Reference.