

COMMITTEE TERMS OF REFERENCE

MUNICIPAL HERITAGE COMMITTEE

From the Ontario Heritage Act

Municipal heritage committee

28 (1) The council of a municipality may by by-law establish a municipal heritage committee to advise and assist the council on matters relating to this Part, matters relating to Part V and such other heritage matters as the council may specify by by-law. 2002, c. 18,

Responsibilities:

This Committee shall research and recommend to Council properties for designation under the *Ontario Heritage Act*. The Municipal Heritage Committee shall continue to cooperate and seek efficiencies between the Historical Society, the Roy Brown Society and other similar groups, through the Joint Heritage Committee.

- support the preservation or architecturally and historically significant buildings with the owner's cooperation, and
- support the continuing restoration of the Town Hall.
- maintain a list of historically significant properties.
- review and comment on any renovation projects proposed on properties on the above list.

Membership:

Not less than five (5) members appointed by Council and in accordance with By-law 10-98.

Secretary:

Appointed by the Committee.

Meeting Time:

As determined by the Committee.

Reporting Responsibility:

Minutes of the Carleton Place Municipal Heritage Committee are forwarded to the Committee of the Whole.