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Town of Aurora

Heritage Advisory Committee

Terms of Reference

Purpose

The Heritage Advisory Committee shall advise staff (and assist Council) on all matters relating to the conservation of buildings of historic or architectural value and on all matters relating to the designation and preservation of heritage conservation districts in accordance with the *Ontario Heritage Act*, and not on new planning and development, except for new applications within the heritage resource area, as identified in the Town of Aurora's Official Plan and on all properties as defined in Parts IV and V of the *Ontario Heritage Act*.

Membership

The Committee shall be comprised of seven (7) Members as follows:

- One (1) Member of Council;
- Four (4) Members of the public;
- One (1) Honorary Member; and
- One (1) Member of the Aurora Historical Society

Members will be appointed for a two-year term.

Term

The 2022-2026 Term of Council.

Remuneration

None.

Duties and Functions

- To encourage heritage preservation in Aurora by examining, researching and evaluating properties and areas that may deserve recognition and protection;
- To recommend to Staff the designation of architecturally significant properties or districts under the Ontario Heritage Act;
- To promote heritage conservation within the Town through newsletters, guides, exhibits and other educational material about notable buildings, streets, and districts in the Town in order to raise community awareness;

- To compile data and other information on heritage buildings and features that may have historical or architectural significance; and
- To provide comment to Staff on proposed development applications and demolition permits on properties within the heritage area, as identified within the Town of Aurora's Official Plan.

Reporting

The Committee shall advise staff on initiatives and matters that will go before General Committee and Council for approval.

Meeting Time and Location

The Committee will meet on the second Monday of every other month at 7 p.m. with the exception of August and January. Additional meetings of the Committee may be called by the Chair to address urgent matters.

Staff Support

The Planning and Development Services Department provides technical support services, and the Legislative Services division provides administrative support services to the Committee.

Other Staff representatives will attend Committee meetings on an as-required basis and will provide technical assistance to the Committee.