

Heritage Advisory Committee Terms of Reference

Purpose/Objective

The Heritage Advisory Committee is a committee that identifies, designates, preserves and protects buildings and areas of historic, architectural or cultural value to ensure that Truro's heritage properties are recognized and retained for generations to come.

The Committee creates and maintains an inventory of historic properties and advises Town Council on heritage matters respecting:

- a) The inclusion of buildings, streetscapes and areas in the Town Registry of Heritage properties;
- b) Applications for permission to substantially alter or demolish heritage properties;
- c) Regulations that affect the attainment of the intent and purpose of the Heritage Property Act;
- d) Any other matters conducive to carrying out the intent and purpose of the Heritage Property Act.

To date, over 137 properties have been officially designated at a Federal, Provincial or Municipal level, which include residential, commercial and public buildings, and a cemetery.

Appointment of the Committee

The Committee shall be composed of not less than seven members, appointed by Town Council. One member of the Committee may be a non-resident of Truro if that person:

- a) Pays property taxes or business occupancy tax (or any successor thereof) to the Town, either personally or as a majority shareholder in a corporation which pays such taxes, and such taxes are not in arrears; or
- b) Has expertise relating to the work of the Committee for which the Town would otherwise be required to pay.

The remaining members of the Committee shall be residents of Truro.

Appointments shall be annually for a period of up to three years with any such member so appointed eligible for one further term of appointment. Appointments shall be made



by Council at its regular November meeting or as soon thereafter as Council may deem advisable.

Council shall make an effort to have representation on the Committee as follows:

- a) Up to two Committee members who are members of Council;
- b) Two Committee members who are:
 - i) A member of the Colchester Historical Society;
 - ii) A representative of the Heritage Conservation Districts; or
 - iii) An individual who has otherwise demonstrated active concern for the preservation of buildings of historic significance;
- c) One Committee member who is a representative of Truro business; and
- d) The remaining Committee members shall be appointed at large.

Accountability

Committee members are expected to attend meetings regularly. If a member is continuously absent from Committee meetings for a period of three consecutive regularly scheduled meetings, unless the absence is because of illness, or similar acceptable reasoning, the member is deemed removed and Council may proceed to replace that member. If a Committee member finds it necessary to resign from the Committee, a letter to that effect should be sent to the Chair of the Committee and copied to the Secretary.

Town Council shall have the power to remove any member of the Committee from office at any time.

Committee Meetings

Committee meetings are held on a monthly basis, and take place the second Tuesday of every month at 5:00pm at Town Hall.

Additional Information

For additional information on the Heritage Advisory Committee, please contact the Planning Administrator at 902-895-1148 or via email at jbigelow@truro.ca.

