

### 2023 Committee Work Plan DRAFT

Committee Name:	Municipal Heritage Committee
Work Plan for Year:	2023
Approved by Council:	

Goal	Measurement Stages	Timeline	Measurement of Success
1. Process applications for designation and make recommendations to Council	1. Review applications for designation 2. Undertake research 3. Make recommendations to Council under the cover of a staff report	Ongoing	Number of designations.
2. Recommend properties for listing to Council	1. Identify properties for listing and complete research 2. Staff take MHC recommendation to Council	Ongoing	New listed properties are added to the Heritage Register
3. Review heritage permit applications for individually designated properties.	1. Review of heritage permit applications and provide approvals and recommendations 2. Staff supply appropriate notices to property owners and/or recommendations of the committee to Council	Ongoing	Number of permits and development applications successfully completed and responded to.
4. Review Heritage Policy and provide recommendation to Council	1. Staff draft heritage policies 2. MHC reviews proposed policy and makes recommendations to Council	Ongoing	New heritage policies are adopted.
5. Plan and undertake community outreach	1. Committee brainstorm potential events and activities. 2. Committee to coordinate event participants / activities	Jan. – Dec. 2023	Heritage events successfully carried out.
6. Participate in Old Mill Heritage Conservation District development	1. Subcommittee participates in Old Mill plan development 2. Review of plan 3. Recommendations made to Council through staff report	Ongoing	Old Mill HCD Plan is completed and presented to Council.

<b>Goal</b>	<b>Measurement Stages</b>	<b>Timeline</b>	<b>Measurement of Success</b>
7. Comment on relevant planning and development applications.	1. Review of relevant planning and development applications and provide comments through the Chair 2. Staff communicate comments to Planning staff	Ongoing	Number of development applications with comments provided.
8. Undertake designation of the Scugog River as a cultural heritage landscape	1. Undertake research on the history and significance of the site 2. Write statement of significance 3. Make recommendation to Council	Jan.-December 2023 (Ongoing from 2022)	Designation of Scugog River as a cultural heritage landscape.
9. Participate in Heritage Inventory	1. Undertake field surveys of heritage properties	Ongoing	Number of properties surveyed.
10. Undertake condition assessments of individually designated properties	1. Undertake field surveys of individually designated properties	January – December 2023 (ongoing from 2023)	Condition assessments created for Part IV designated properties
11. Assist with implementation of Bill 23.	1. Review Ontario Heritage Act changes. 2. Provide recommendations to staff and Council on implementation strategy. 3. Assist with education and outreach.	January – December 2023	Strategy for implementation of Bill 23 in place. Education and outreach undertaken.