
THE CORPORATION OF NORFOLK COUNTY
Heritage Advisory Committee Minutes

June 23, 2025
9:30 a.m.
Norfolk County Archives

Present: Wesley Wilson, Tom Masschaele, Barbara Ellen Boyko,
Bob Wood, Wayne Hingston, Mary Caughill

Absent with Leonard Herrewynen
Regrets:

Also Present: M. Colver, Director, Heritage and Culture, Andrew
Wallace, Planner

1. Call to Order

Chair Boyko called the meeting to order at 9:32 a.m.

2. Approval of the Agenda

Resolution No. 55

Moved By: Tom Masschaele

Seconded By: Wayne Hingston

THAT the agenda be approved as circulated.

Carried.

3. Disclosure of Pecuniary Interest

None.

4. Approval of Previous Minutes

That the following minutes be approved as presented.

4.1 Norfolk Heritage Committee Meeting Minutes - February 24, 2025

Resolution No. 56

Moved By: Wayne Hingston

Seconded By: Mary Caughill

THAT the minutes of the February 24, 2025, meeting be approved as circulated.

Carried.

4.2 Norfolk Heritage Committee Meeting Minutes - May 26, 2025

Resolution No. 57

Moved By: Tom Masschaele

Seconded By: Wesley Wilson

THAT the minutes of the May 26, 2025, meeting be approved as circulated.

Carried.

5. Deputations

None.

6. Presentations

None.

7. Matters to be Considered

7.1 Demolition Salvage Discussion

Discussion took place regarding the development of a Demolition and Salvage Policy.

Resolution No. 58

Moved By: Tom Masschaele

Seconded By: Wesley Wilson

THAT the Norfolk Heritage Committee engages relevant committees such as the Sustainability Advisory Committee and relevant Norfolk County departments along with other community and industry stakeholders to develop a Demolition and Salvage by-law and policy.

Carried.

7.2 McKay/Black Property

It was noted by members that alterations have occurred to designated attributes at the McKay/Black property. A Heritage Permit Application wasn't received from the property owner.

Resolution No. 59

Moved By: Mary Caughill

Seconded By: Wayne Hingston

THAT staff send correspondence to the owner of the McKay/Black property to follow up on the alterations that have occurred.

Carried.

7.3 Heritage Review Sub-Committee Update

No update available.

8. Other business

9. Next Meeting

Monday, July 14, 2025

10. Adjournment

Resolution No. 60

Moved By: Wesley Wilson

Seconded By: Tom Masschaele

THAT the meeting be adjourned at 10:17 a.m.

Carried.

Chair:

Clerk: