



Heritage Oshawa Meeting Agenda

Thursday, June 22, 2023, 6:30 p.m.
Committee Room

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Pages

Additional Agenda Items

(As may be presented at the meeting)

Declarations of Pecuniary Interest

(As may be presented by Members)

Presentations

None

Delegations

None

Referrals from Council and Committees

None

Correspondence

None

Reports

HTG-23-46 - 2023 Heritage Oshawa Budget and Work Plan Update - Second Quarter 2023

3

Recommendation

That Report HTG-23-46 being the 2023 Heritage Oshawa budget and work plan update for the second quarter of 2023 be received for information.

HTG-23-47 - Heritage Oshawa's Outstanding Items List Status Report - Second Quarter 2023

7

Recommendation

That Report HTG-23-47, dated June 16, 2023 being Heritage Oshawa's Outstanding

Items List Status Report for the second quarter of 2023 be received for information.

HTG-23-49 - 2024 Heritage Oshawa Work Plan and Budget Submission

9

Recommendation

That, pursuant to Report HTG-23-49 dated June 16, 2023, a 2024 Heritage Oshawa Work Plan and Budget Working Group be created in order to prepare a 2024 Heritage Oshawa Work Plan and Budget submission and report back to the September 28, 2023 meeting of Heritage Oshawa.

HTG-23-48 - Heritage Oshawa Comments on Demolition and Alteration of Heritage Oshawa Inventory Properties, including 154 Bruce Street

15

Recommendation

That Report HTG-23-48 dated June 16, 2023 concerning Heritage Oshawa comments on demolition and alteration of Inventory properties be received for information.

HTG-23-50 - Heritage Oshawa Brochures Working Group Report - June 2023

17

Recommendation

That Report HTG-23-50 concerning the Heritage Oshawa Brochures Working Group activities for June 2023 be endorsed.

HTG-23-51 - Canada Day 2023 Working Group Report - June 2023

21

Recommendation

That based on Report HTG-23-51 from the Canada Day 2023 Working Group:

1. That Heritage Oshawa register to have an information booth at the Canada Day celebration at Lakeview Park; and,
2. That staff provide a coloured copy of the City Register and Heritage Oshawa Inventory to be displayed at the information booth.

HTG-23-52 - 154 Bruce Street Working Group Report - June 2023 (Verbal Report)

Recommendation

That verbal Report HTG-23-52 concerning the 154 Bruce Street Working Group activities for June 2023 be received for information.

HTG-23-53 - Centennial Brochure Working Group Report - June 2023 (Verbal Report)

Recommendation

That verbal Report HTG-23-53 concerning the Centennial Brochure Working Group activities for June 2023 be received for information.

Items Introduced by Members

Adjournment

2023 Heritage Oshawa Q2 Budget Update

Program: 120 - ADVISORY COMMITTEES OF COUNCIL

Location: 403 - Heritage Oshawa Advisory

Account	Description	2023 Approved	2023 Actuals	2023 Projected	Comments on Projected
11653	Civic Awards and Mementos	\$1,000	\$0	\$0	Pins, pens, small Heritage Oshawa swag
20000	Office Materials and Supply	\$2,500	\$1,423	\$1,623	Heritage Oshawa branded foldable display canopy + 3 walls
21000	Printing and Reproduction	\$1,500	\$0	\$0	Printing of 2024 Centennial brochures
43000	Professional & Technical	\$25,000	\$0	\$25,000	Five heritage research reports @ \$5000 each
46000	Gas Mileage	\$600	\$0	\$0	
47000	Seminars and Training	\$3,000	\$60	\$60	\$1500 per person for 3 days, 2 nights 2 delegates should be attending + Ajax Physical Packages
48000	Memberships and Dues	\$200	\$75	\$200	National Heritage Trust, Community Heritage Ontario, Ontario Historical Society
Total Expenses		\$33,800	\$1,558	\$26,883	
Total Revenues		\$0	\$0	\$0	
Total Budget		\$33,800	\$1,558	\$26,883	

Heritage Oshawa 2023 Work Plan

Mandate: to advise and assist Council on all matters relating to the preservation and promotion of cultural heritage resources within the city of Oshawa.

	Designation and preservation	Actions to be Taken	Timing and Status
	A	B	C
1	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Provide recommendations to the Council on properties worthy of heritage designation. Advise Council on means of conserving heritage properties and districts.</p>	<p>(a) Select new properties for research reports.</p> <p>(b) Each month, select a previously prepared research report for consideration, in consultation with staff.</p> <p>(c) Make recommendations for designation to council based on research report outcome.</p>	Ongoing
2	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Prepare and maintain a list of heritage resources including buildings, structures, and other Elements which are considered to be of cultural heritage value or interest including heritage conservation districts.</p>	<p>Update the online and print versions of the City of Oshawa Register of Properties of Cultural Heritage Value or Interest and the Heritage Oshawa Inventory, in coordination with staff.</p>	Ongoing
3	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Establish criteria to evaluate properties of cultural heritage value or interest.</p>	<p>Evaluate properties and Heritage Conservation Districts, to be included in the Inventory.</p>	Ongoing
4	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>(a) Review development applications involving matters of heritage preservation and provide recommendations to Council.</p> <p>(b) Advise and assist Council on current heritage conservation programs, regulations and legislation.</p>	<p>Review development applications, demolition permit applications, and applications for alterations to properties on the Register and within the Inventory and document demolitions or alterations.</p> <p>(a) Develop plan for documentation process with assistance from staff.</p>	Ongoing

		<p>(b) Support Staff and council in the implementation of policy and procedures of the Heritage Act.</p> <p>(c) Implement Committees responsibilities pursuant to the Ontario Heritage Act.</p>	
5	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Advise and assist Council on all matters relating to cultural heritage including, but not limited to, buildings and structures, cultural heritage landscapes and archaeological sites.</p>	<p>Monitor cultural heritage issues by creating action plans to establish and maintain cultural heritage issues as required.</p>	Ongoing
	Education and promotion	Actions to be taken	Timing and Status
6	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>(a) Increase public awareness and knowledge of cultural heritage resources within the city and heritage conservation issues through programs and activities.</p> <p>(b) Provide information and promotion of heritage issues such as Heritage Property Tax reduction program, designations, Windfields Legacy program. Assist in authoring of language for heritage plaques.</p> <p>(c) Review and update the City's heritage-focused web pages as support to staff.</p> <p>(d) Participate in plaque presentations involving elected officials for designated properties and celebrate designations and historical matters</p>	<p>Serve as a resource for residents, community groups and Council by,</p> <p>(a) Developing an outreach program which includes methodology for promotion and communication</p> <p>(b) Undertaking "Heritage Inventory" signage to be added to various neighbourhoods.</p> <p>(c) Creation/updating of city webpages focused on heritage issues, eg. Windfields Farm Legacy Program.</p> <p>(d) Contributing to media releases commemorating and celebrating designated properties, including a description of properties and the heritage features. Special events attended by Heritage Oshawa and elected officials where appropriate.</p>	Quarterly

7	Participation in events such as Heritage Week (Feb.), Swing into Summer, Peony Festival (June), Canada Day (July), Doors Open (Sept.), Heritage Showcase (Nov.), the presentation of heritage-related talks or workshops, and others as appropriate. Commemoration of City anniversaries, promotion of Committee events.	(a) Perform Community Outreach by participating in community and local events. (a) Engage various community groups, develop relationships and search for collaborations between stakeholders	Quarterly
8	Where directed by Council, work to leverage resources from various stakeholders.	(a) Implement programs and activities to increase public awareness and knowledge of heritage conservation issues. (b) Invite community stakeholders to Committee to discuss collaboration with Heritage Oshawa	Quarterly
	Administrative items	Actions to be taken	Timing and Status
9	Advisory Committee Policy and Procedure (Item 12.3 and 14.1)	Prepare budget submission and work plan for 2024 and prepare 2023 annual report with assistance from staff.	Fall 2023

Heritage Oshawa's Outstanding Items Status Report

HTG-23-47

Matters Tabled:

Item	Subject	Origin	Last Direction Date and Item #	Direction/Comments	Expected Response
1.	Marlene Grass Requesting Designation of 310 Columbus Road East Oshawa	Sept 13/21 DS-21-146	Sept 23/21 HTG-21-55	That Referral HTG-21-55 concerning Marlene Grass requesting a research report for designation on the property located at 310 Columbus Road East be tabled.	T.B.D.



Economic and Development Services Department

Date: June 16, 2023

File: 12-03

To: Heritage Oshawa

From: Harrison Whilsmith, Planner A
Economic and Development Services Department

Re: 2024 Heritage Oshawa Work Plan and Budget Submission

The purpose of this memo is to provide Heritage Oshawa with the opportunity to form a working group in order to prepare a 2024 Heritage Oshawa Work Plan and Budget submission.

Under Section 14.1 of the Advisory Committees of Council Policy and Procedure, Advisory Committees are required to prepare an annual work plan and budget submission for the upcoming year.

For reference, the approved 2023 Heritage Oshawa Work Plan and Budget submission is affixed to this memo as Attachment 1.

Recommendation

That, pursuant to Report HTG-23-49 dated June 16, 2023, a 2024 Heritage Oshawa Work Plan and Budget Working Group be created in order to prepare a 2024 Heritage Oshawa Work Plan and Budget submission and report back to the September 2023 meeting.

If you have any questions please contact Harrison Whilsmith at 905-436-3311, extension 2697 or hwhilsmith@oshawa.ca.

Harrison Whilsmith, Planner A
Policy

Attachment

Heritage Oshawa 2023 Work Plan

Mandate: to advise and assist Council on all matters relating to the preservation and promotion of cultural heritage resources within the city of Oshawa.

	Designation and preservation	Actions to be Taken	Timing and Status
	A	B	C
1	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Provide recommendations to the Council on properties worthy of heritage designation. Advise Council on means of conserving heritage properties and districts.</p>	<p>(a) Select new properties for research reports.</p> <p>(b) Each month, select a previously prepared research report for consideration, in consultation with staff.</p> <p>(c) Make recommendations for designation to council based on research report outcome.</p>	Ongoing
2	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Prepare and maintain a list of heritage resources including buildings, structures, and other Elements which are considered to be of cultural heritage value or interest including heritage conservation districts.</p>	<p>Update the online and print versions of the City of Oshawa Register of Properties of Cultural Heritage Value or Interest and the Heritage Oshawa Inventory, in coordination with staff.</p>	Ongoing
3	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Establish criteria to evaluate properties of cultural heritage value or interest.</p>	<p>Evaluate properties and Heritage Conservation Districts, to be included in the Inventory.</p>	Ongoing
4	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>(a) Review development applications involving matters of heritage preservation and provide recommendations to Council.</p> <p>(b) Advise and assist Council on current heritage conservation programs, regulations and legislation.</p>	<p>Review development applications, demolition permit applications, and applications for alterations to properties on the Register and within the Inventory and document demolitions or alterations.</p> <p>(a) Develop plan for documentation process with assistance from staff.</p>	Ongoing

		<p>(b) Support Staff and council in the implementation of policy and procedures of the Heritage Act.</p> <p>(c) Implement Committees responsibilities pursuant to the Ontario Heritage Act.</p>	
5	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>Advise and assist Council on all matters relating to cultural heritage including, but not limited to, buildings and structures, cultural heritage landscapes and archaeological sites.</p>	<p>Monitor cultural heritage issues by creating action plans to establish and maintain cultural heritage issues as required.</p>	Ongoing
	Education and promotion	Actions to be taken	Timing and Status
6	<p>2.0 Goals and Objectives (By-law 2-2011)</p> <p>(a) Increase public awareness and knowledge of cultural heritage resources within the city and heritage conservation issues through programs and activities.</p> <p>(b) Provide information and promotion of heritage issues such as Heritage Property Tax reduction program, designations, Windfields Legacy program. Assist in authoring of language for heritage plaques.</p> <p>(c) Review and update the City's heritage-focused web pages as support to staff.</p> <p>(d) Participate in plaque presentations involving elected officials for designated properties and celebrate designations and historical matters</p>	<p>Serve as a resource for residents, community groups and Council by,</p> <p>(a) Developing an outreach program which includes methodology for promotion and communication</p> <p>(b) Undertaking "Heritage Inventory" signage to be added to various neighbourhoods.</p> <p>(c) Creation/updating of city webpages focused on heritage issues, eg. Windfields Farm Legacy Program.</p> <p>(d) Contributing to media releases commemorating and celebrating designated properties, including a description of properties and the heritage features. Special events attended by Heritage Oshawa and elected officials where appropriate.</p>	Quarterly

7	Participation in events such as Heritage Week (Feb.), Swing into Summer, Peony Festival (June), Canada Day (July), Doors Open (Sept.), Heritage Showcase (Nov.), the presentation of heritage-related talks or workshops, and others as appropriate. Commemoration of City anniversaries, promotion of Committee events.	(a) Perform Community Outreach by participating in community and local events. (a) Engage various community groups, develop relationships and search for collaborations between stakeholders	Quarterly
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	Administrative items	Actions to be taken	Timing and Status
9	Advisory Committee Policy and Procedure (Item 12.3 and 14.1)	Prepare budget submission and work plan for 2024 and prepare 2023 annual report with assistance from staff.	Fall 2023

2023 Heritage Oshawa Budget

Program: 120 – ADVISORY COMMITTEES OF COUNCIL				
Location: 403 – Heritage Oshawa Advisory				
Committee Account	Description	2022 Approved	2023 Requested	Comments on Projected
11653	Civic Awards and Mementos	\$ -	\$ 1,000.00	Pins, pens, small Heritage Oshawa swag
20000	Office Materials and Supply	\$ -	\$ 2,500.00	Heritage Oshawa branded foldable display canopy
21000	Printing and Reproduction	\$ 1,500.00	\$ 1,500.00	Printing of 2024 Centennial brochures
40000	Advertising	\$ 1,000.00	\$ -	
43000	Professional & Technical	\$ 12,000.00	\$ 25,000.00	Five heritage research reports @ \$5000 each
46000	Gas Mileage	\$ 300.00	\$ 600.00	
47000	Seminars and Training	\$ 500.00	\$ 3,000.00	\$1500 per person for 3 days, 2 nights 2 delegates should be attending
48000	Memberships and Dues	\$ 200.00	\$ 200.00	
Total Expenses		\$ 15,500.00	\$ 33,800.00	
Total Revenues		\$ -	\$ -	
Total Budget		\$ 15,500.00	\$ 33,800.00	

Economic and Development Services Department

Date: June 16, 2023

File: 12-03

To: Heritage Oshawa**From:** Harrison Whilsmith, Planner A
Economic and Development Services Department**Re: Heritage Oshawa Comments on Demolition and Alteration of Heritage Oshawa Inventory Properties, including 154 Bruce Street**

1. Purpose

It has been a standard practice of Economic and Development Services staff to present Heritage Oshawa with applications and/or proposals involving the demolition or alteration of properties on the Heritage Oshawa Inventory of City of Oshawa Heritage Properties (the "Inventory"), as appropriate. The purpose of this memo is to provide Heritage Oshawa with background on the procedure for commenting on Inventory properties, as well as highlight this procedure as it relates to Heritage Oshawa's current consideration of a request to demolish 154 Bruce Street (the "Subject Property").

2. Demolition and Alteration of Inventory Properties

Properties listed on the Inventory do not have protection or status under the Ontario Heritage Act, R.S.O. 1990, Chapter O.18 (the "Heritage Act").

Given the absence of legislative controls, it is consistently staff's position that Heritage Oshawa's consideration of applications and/or proposals involving demolition or alteration of properties on the Inventory should be as expeditious as is feasible. In the event Economic and Development Services staff receive a building permit to alter, or a formal demolition application, the permit/application would be subject to the timelines prescribed under the Building Code Act, 1992, S.O. 1992, c.23 (the "Building Code Act").

Economic and Development Services staff do not have the authority to defer this process under the Building Code Act in order to receive Heritage Oshawa's comments on properties listed on the Inventory. Such a deferral would only be feasible for properties listed on the City of Oshawa Register of Properties of Cultural Heritage Value or Interest (the "Register"), in accordance with the relevant legislation in Sections 27 and 29, Part IV of the Heritage Act.

3. 154 Bruce Street

On May 25, 2023, Heritage Oshawa received a presentation from staff concerning a request from the University of Ontario Institute of Technology ("OnTechU") for the demolition of 154 Bruce Street. In response to the presentation, Heritage Oshawa passed a motion that a 154 Bruce Street Working Group be created, in order to provide comments.

It is staff's understanding that the 154 Bruce Street Working Group intends to provide only a verbal report to the June 22, 2023 Heritage Oshawa meeting, advising they require additional time to consider the item and formulate comments.

In consideration of the above, staff would advise as follows:

- It is staff's understanding that the proposal from OnTechU to demolish the Subject Property is time-sensitive in nature;
- There is no existing cultural heritage research completed for the Subject Property; and,
- The full \$25,000 within the Professional & Technical account of the 2023 Heritage Oshawa Budget has been dedicated to the procurement of the five Heritage Research Reports recommended through Reports ED-23-55 and ED-22-214 – no further funding is available to procure a Heritage Research Report for the Subject Property.

In consideration of the standard practice and legislative framework outlined under Section 2 of this memo, staff would be unable to withhold a demolition permit for the Subject Property until the next meeting of Heritage Oshawa on September 28, 2023, in the event a demolition permit application were submitted and it met all the requirements of the Building Code Act.

4. Recommendation

That Report HTG-23-48 dated June 16, 2023 concerning Heritage Oshawa comments on demolition and alteration of Inventory properties be received for information.

If you have any questions please contact Harrison Whilsmith at 905-436-3311, extension 2697 or hwhilsmith@oshawa.ca.



Harrison Whilsmith, Planner A
Policy

Attached is a first draft for Heritage Oshawa to consider. This “green” brochure deals broadly with Heritage Oshawa. The photo of Camp Samac and a photo of one of the buildings Heritage Conservation District designated buildings will be retaken. Along with comments from the Heritage Oshawa meeting, the working group will present the final version that will then be considered by city staff for printing. The second brochure, blue in colour, deals with “A guide to designated properties” and is much more complex. This will take more time to re-design and the Working group will need the assistance of staff on many aspects of this specific brochure.

Diane Stephen, Chair
Brochures Working Group



Heritage Oshawa

Volunteer

Do you have an interest in the heritage buildings and history in our community?
Do you have knowledge or understanding of heritage restoration techniques?
Do you have writing and research skills?
Do you like meeting people, sharing & learning? Consider volunteering with Heritage Oshawa!

Heritage Oshawa meetings are open to the public and also viewable online. We also have Working Groups that meet less regularly and are project specific.



Heritage Oshawa

Heritage Oshawa, established in 1995, has members appointed by Council, is governed by city By-law 54-2023 and works within the guidelines of the Ontario Heritage Act and Oshawa Official Plan.

Heritage Oshawa is dedicated to keeping Oshawa's history and heritage alive.

If this information is required in an accessible format, please contact Service Oshawa.
Phone: 905-436-3311
Email: service@oshawa.ca



Connect with us at
www.oshawa.ca/heritage

The iron scrollwork on the Grand Central Staircase at Parkwood Estate inspires the Heritage Oshawa logo.

Oshawa's Municipal Heritage Advisory Committee





Why Heritage and History



Cultural Heritage Resources enhance the quality of life for Oshawa citizens by providing a connection to the community's past and creating a sense of place. These historic buildings and landscapes add an economic benefit to the city while contributing to making Oshawa a beautiful place to live.



Key Activities

Advise and assist Council on all matters relating to cultural heritage including, but not limited to, buildings and structures, landscapes and archaeological sites.

Advise and assist Council on current heritage conservation programs, regulations and legislation and on means of conserving heritage properties, landscapes and districts.

Establish criteria for the evaluation of properties of cultural heritage value or interest. Prepare and maintain an inventory of cultural heritage resources, including buildings, structures, landscapes and other elements which are considered by Heritage Oshawa to be of cultural heritage value or interest.

Review development applications associated with cultural heritage resources and provide recommendations to staff and/or Council, as appropriate.

Provide recommendations to Council on properties, landscapes and districts considered by Heritage Oshawa to be worthy of heritage designation.

Promote public awareness, stewardship in heritage conservation and knowledge of cultural heritage resources within the City and heritage conservation issues through programs and activities.

Heritage Designation

Designation is a process described in the Ontario Heritage Act that helps recognize and protect architecturally, historically and contextually significant properties. An Ontario Heritage Act designation helps safeguard heritage property from unsympathetic alterations and demolition. Owners of designated properties are eligible for a 40% municipal/education tax reduction

For more information on the Heritage Tax Reduction Program see Oshawa's "Guide to Designated Properties" or go online at

<https://www.oshawa.ca/en/parks-recreation-and-culture/heritage-property-tax-reduction.aspx>

HTG-23-51

Heritage Oshawa has been taking part in Canada Day celebrations at Lakeview Park for many years. The Canada Day Working Group will continue with further considerations on a display and look forward to raising our new Heritage Oshawa tent!

Motion: That staff register Heritage Oshawa as a participant in the Canada Day event at Lakeview Park, and that staff print a colour copy of the City Register and Heritage Oshawa Inventory to be part of the Heritage Oshawa display.

Diane Stephen, Chair
Canada Day Working Group