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For inquiries about this agenda please contact Legislative Services at 905-436-3311 or by email at clerks@oshawa.ca.

Public Meeting

Traditional Land Acknowledgement

The City of Oshawa is situated on lands within the traditional and treaty territory of the Michi Saagiig and Chippewa Anishinaabeg and the signatories of the Williams Treaties, which include the Mississaugas of Scugog Island, Curve Lake, Hiawatha and Alderville First Nations, and the Chippewas of Georgina Island, Rama and Beausoleil First Nations.

We are grateful for the Anishinaabeg who have cared for the land and waters within this territory since time immemorial.

We recognize that Oshawa is steeped in rich Indigenous history and is now present day home to many First Nations, Inuit and Métis people. We express gratitude for this diverse group of Indigenous Peoples who continue to care for the land and shape and strengthen our community.

As a municipality, we are committed to understanding the truth of our shared history, acknowledging our role in addressing the negative impacts that colonization continues to have on Indigenous Peoples, developing reciprocal relationships, and taking meaningful action toward reconciliation.

We are all Treaty people

Additional Agenda Items

(As may be presented at the meeting)

Declarations of Pecuniary Interest

(As may be presented by Members)

Presentations

Planning Services - Integrated Major Transit Station Area Study for Central Oshawa - Stage 3 Update

Connor Leherbauer, Senior Planner, to provide a presentation concerning the Integrated Major Transit Station Area Study for Central Oshawa

Planning Services - Oshawa Official Plan Review

Laura Moebis, Principal Planner, to provide a presentation concerning the Oshawa Official Plan Review

Planning Services - Committee of Adjustment Application at 58 Riverside Drive North

Harrison Whilsmith, Planner A, to provide a presentation concerning the Committee of Adjustment application at 58 Riverside Drive North, located adjacent to 46 Riverside Drive North, a property designated under Part IV of the Ontario Heritage Act

Delegations

HTG-24-27 - Clinton Dochuk

Clinton Dochuk to provide a delegation to Heritage Oshawa concerning Report HTG-24-27 regarding the Committee of Adjustment Application at 58 Riverside Drive North – Located adjacent to 46 Riverside Drive North designated under Part IV of the Ontario Heritage Act

Referrals from Council and Committees

None

Correspondence

Reports

HTG-24-27 - Committee of Adjustment Application at 58 Riverside Drive North – Located adjacent to 46 Riverside Drive North designated under Part IV of the Ontario Heritage Act

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Motion for Direction

HTG-24-28 - Heritage Oshawa 2024 Budget and Work Plan – Q1 Update

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Recommendation

That Report HTG-24-28 dated April 19, 2024, concerning the Q1 update of Heritage Oshawa's 2024 Budget and Work Plan, be received for information.

HTG-24-29 - Scope of Work for Documentation, Salvage and Commemoration Reports concerning the Albert Street Bridge and the Farewell Street Multi-Use Bridge

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Motion for Direction

Items Introduced by Members

Adjournment



Economic and Development Services Department

Date: April 19, 2024

File: 12-03

To: Heritage Oshawa

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

Re: Committee of Adjustment Application at 58 Riverside Drive North – Located adjacent to 46 Riverside Drive North designated under Part IV of the Ontario Heritage Act

Background

The Committee of Adjustment is a committee of five community members, appointed by City Council, whose role is to consider:

- Minor variances to the City's Zoning By-law. The Committee also considers extensions, enlargements or variations to existing legal non-conforming uses; and,
- Consents for the creation of lots, lot line adjustments and creation of easements.

The responsibilities and conduct of the Committee of Adjustment are governed by the Planning Act, R.S.O. 1990, c. P.13.

Application

On April 17, 2024, the Committee of Adjustment considered Item A-2024-37, regarding a minor variance application at 58 Riverside Drive North (the "Subject Site"), and carried a motion to table its decision to allow for a review from Heritage Oshawa.

Item A-2024-37, which explains the purpose and effect of the minor variance application at the Subject Site, is affixed to this memo as Attachment 1. Drawings of the application were provided to Heritage Oshawa in the form of a presentation at their meeting on April 25, 2024.

The Subject Site is located adjacent to 46 Riverside Drive North, a property designated under Part IV of the Ontario Heritage Act, R.S.O. 1990, c. O.18 (the "Ontario Heritage Act"). The property at 46 Riverside Drive North was designated by Council on September 23, 2019.

By-law 101-2019, being a by-law to designate 46 Riverside Drive North under Part IV of the Ontario Heritage Act, is affixed to this memo as Attachment 2.

Analysis

As per Article 2.6.3 of the Provincial Policy Statement, development or site alteration is not permitted on lands adjacent to a designated property unless the proposal has been evaluated and it has been demonstrated that the heritage attributes of the heritage property will be preserved.

As previously stated, the Committee of Adjustment tabled its decision on Item A-2024-37 to allow for Heritage Oshawa to review and provide any advisory comments they may have on the application. Accordingly, any input from Heritage Oshawa should be provided at their April 25, 2024 meeting.

Staff wish to note that the purpose of Heritage Oshawa's review should not be to critique the merit of the minor variance application itself, but rather to examine its potential impact on the adjacent designated property, and whether the proposal has demonstrated that the heritage attributes of the designated property will be preserved.

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

A handwritten signature in blue ink that reads "H Whilsmith". The signature is written in a cursive, flowing style.

Harrison Whilsmith, Planner A
Policy

To: Committee of Adjustment
From: Economic & Development Services Department
Date: April 12, 2024
Date of Meeting: April 17, 2024
Subject: Application for relief from the provisions of Zoning By-law 60-94 to permit an accessory building containing an accessory apartment in the front yard of a single detached dwelling, and with increased height
Address: 58 Riverside Drive North
Ward: 3
Owner: Clinton Dochuk
File: A-2024-37

The purpose and effect of the application is to permit an accessory building containing an accessory apartment ancillary to a single detached dwelling with the variances in Column 1 below, instead of the requirements in Column 2 below, as required by Zoning By-law 60-94 for an accessory building ancillary to single detached dwelling in a R1-C (Residential) Zone.

Zoning Item	Column 1	Column 2
Maximum Height of an Accessory Building	6.5m	4.5m
Minimum distance of an Accessory building containing an accessory apartment to the Main Building	2.9m	3m
Accessory Building in Front Yard	To permit	Not permitted

The subject property is currently occupied by a single detached dwelling. The applicant is proposing to add an accessory building containing an accessory apartment ancillary to the single detached dwelling. Single detached dwellings in the urban area are permitted up to two accessory apartments subject to compliance with regulations. One additional parking space is required per accessory apartment.

The property is approximately 100m deep and has frontage on both Riverside Drive North and Bond Street East. The property has a frontage of 20m on Riverside Drive North, and driveway access is provided by this street. The existing house is located in the middle of the property.

The backyard and a portion of the existing single detached dwelling is within the OSH (Open Space Hazard) zone. Accessory buildings containing dwelling units are not permitted with the OSH zone. Therefore to facilitate the development, the applicant is requesting for the accessory building to be located in the front yard and for a minor reduction in distance from the main building. The proposed accessory building will be setback 14.77m from the front lot line. The R1-C Zone requires a minimum front yard depth of 9m.

In addition the applicant is requesting for an increase in the maximum height permitted for accessory buildings. There is a 1.9m grade change across the front of the proposed accessory building. As defined in Zoning Bylaw 60-94, the average grade was taken to determine the height of the accessory building of 6.5m. However on the driveway side the height would be 5.21m.

The subject property is located adjacent to 46 Riverside Drive North, a designated property under the Ontario Heritage Act. As per section 2.6.3 of the Provincial Policy Statement, development or site alteration is not permitted on adjacent sites unless the proposal has been evaluated and it has been demonstrated that the heritage attributes of the heritage property will be preserved. To allow for a review of the potential impacts of the development on the adjacent heritage site by Heritage Oshawa, staff are requesting that the application be reserved.

By reserving the decision it also provides members of the public an opportunity to comment on the proposal.

This Department requests the Committee to reserve its decision.



Deb Dutta, Planner A
Economic and Development Services Department

c: Clinton Dochuk
M.F.I.P.P.A. Sec. 14(1)
M.F.I.P.P.A. Sec. 14(1)

being a by-law to designate the property located at 46 Riverside Drive North, specifically as PIN: PT LT 2 SHEET 5C PL 357 EAST WHITBY;*PT RIVERSIDE DR.* PL 277 OSHAWA AS CLOSED BY BYLAW OS111363 AS IN D428573; City of Oshawa, Regional Municipality of Durham, as being of cultural heritage value and interest pursuant to the *Ontario Heritage Act*, R.S.O. 1990, Chapter O.18.

Recitals:

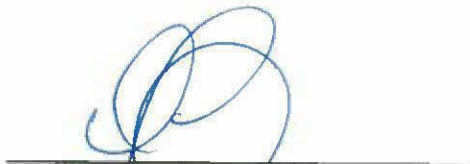
1. Section 29 of the *Ontario Heritage Act*, R.S.O. 1990, Chapter O.18 (the "Act") authorizes the Council of a municipality to enact by-laws to designate a property to be of cultural heritage value and interest.
2. **M.F.I.P.P.A. Sec. 14(1)** are the registered owners of the property located at 46 Riverside Drive North in the City of Oshawa and have consented to Heritage Oshawa's request that the property, specifically as PIN: PT LT 2 SHEET 5C PL 357 EAST WHITBY;*PT RIVERSIDE DR.* PL 277 OSHAWA AS CLOSED BY BYLAW OS111363 AS IN D428573; City of Oshawa, Regional Municipality of Durham (the "Property"), be designated under Section 29 of the Act. The property to be designated contains a single detached dwelling, constructed in the late 1920s, that has design and physical value as it is representative of the English Tudor Style, and more specifically as a "Stockbroker's Tudor" design, particularly due to the main entrance which features a projecting frontispiece, a winged gable clad in stone laid in broken courses, and a round-headed door with a heavy stone door surround. The English Tudor style is also reflected in the wall treatments, roof, window openings, and overall form and design. The dwelling has associative value as it was the home of Dr. Franklin J. Rundle, who was a constant presence in his community and remained so until his passing in 1957. The dwelling also has contextual value as the house is important in defining, maintaining and supporting the area in which it stands as one of the original homes constructed on Riverside Drive North in the late 1920s.
3. On June 5, 2019 the City forwarded to the Ontario Heritage Trust and the registered owner of the Property a Notice of Intent to Designate the Property.
4. Notice of intention to designate the Property was published on June 5, 2019 in the *Oshawa This Week* and *The Oshawa Express* newspapers having general circulation in the City of Oshawa.
5. The last day for serving a Notice of Objection to the Notice of Intention to Designate the Property was July 6, 2019. No Notice of Objection to the proposed designation was served on the City Clerk.

NOW THEREFORE BE IT ENACTED AND IT IS HEREBY ENACTED as a by-law of The Corporation of the City of Oshawa, by its Council, as follows:


1. The Property, including the single detached dwelling and its features which are described in Schedule "A" to this By-law, located at 46 Riverside Drive North and legally described as PIN: PT LT 2 SHEET 5C PL 357 EAST WHITBY;*PT RIVERSIDE DR.* PL 277 OSHAWA AS CLOSED BY BYLAW OS111363 AS IN D428573; City of Oshawa, Regional Municipality of Durham is hereby designated as being of cultural heritage value and interest.
2. The reasons for designation of this Property under the Act are set out in Schedule "A" to this by-law. Schedule "A" forms an integral part of this by-law.
3. A copy of this by-law shall be registered against the Property in the Land Registry and Land Titles Offices for the Land Registry Division of Durham (No. 40).

4. The City Clerk is hereby authorized to serve a copy of this by-law on the Ontario Heritage Trust and the registered owner of the Property, and to publish notice of the passing of this by-law in the *Oshawa This Week* and *The Oshawa Express* newspapers.

By-law passed this twenty-third day of September, 2019.



Mayor



Interim City Clerk

Schedule "A" to By-Law Number 101-2019

Passed This Twenty-Third Day of September, 2019

46 Riverside Drive North

Designation Statement and Description:

Location and Description of Property:

46 Riverside Drive North is the site of a single detached dwelling located on the west side of Riverside Drive North, north of Bond Street East and south of Regent Drive. The property is generally bounded by a residential lot (58 Riverside Drive North) to the north, Bond Street East and City-owned open space to the west and south, and Riverside Drive North to the east, beyond which are residential lots.

Legal Description:

The property at 46 Riverside Drive North is identified as:

PT LT 2 SHEET 5C PL 357 EAST WHITBY;*PT RIVERSIDE DR.* PL 277 OSHAWA AS CLOSED BY BYLAW OS111363 AS IN D428573; OSHAWA.

Statement of Cultural Heritage Value or Interest:

The cultural heritage value of 46 Riverside Drive North derives from the design and physical, associative, and contextual value of the property.

46 Riverside Drive North has design and physical value as the house is representative of the English Tudor Style, and more specifically as a "Stockbroker's Tudor" design, particularly due to the main entrance which features a projecting frontispiece, a winged gable clad in stone laid in broken courses, and a round-headed door with a heavy stone door surround. The English Tudor style is also reflected in the wall treatments, roof, window openings, and overall form and design.

46 Riverside Drive North has associative value as it was the home of Dr. Franklin J. Rundle, who was a constant presence in his community and remained so until his passing in 1957.

46 Riverside Drive North has contextual value as the house is important in defining, maintaining and supporting the area in which it stands as one of the original homes constructed on Riverside Drive North in the late 1920s.

Heritage Attributes:

The key heritage attributes of 46 Riverside Drive North that reflect its value as an important link to the history of Oshawa consist of the following:

- Overall Form and Design - 46 Riverside Drive North is situated at a prominent location and has picturesque, asymmetrical massing that is oriented south towards Bond Street East. The house is representative of the English Tudor Style. Large Tudor Revival style dwellings built in the late 1920s are often labeled "Stockbroker's Tudor". Drawing inspiration from the rural vernacular architecture of the Tudor period in England, the style was most popular in affluent suburbs - it was a lavish design that spoke of the owner's financial success. The term "Stockbroker Tudor" derives from the fact that the financially successful homeowners had frequently made their wealth in the booming 1920's stock market.
- Wall Treatment - The main massing of 46 Riverside Drive North has variegated red brick laid in English bond with light coloured mortar, characteristic of an exterior wall treatment for a Tudor Revival style dwelling. The majority of the gables and upper wall surfaces have timber tudoring, infilled with plaster.
- Roof - The large, medium to high pitched, irregular shaped roof is a complex mix of gables. Some of the gables have timber tudoring infilled with white plaster. The gables are trimmed with dark coloured, moulded fascia and cedar shake to create the look of a triangular pediment.
- Window Openings - Flat, narrow window openings, asymmetrically placed in groupings are typical of the Tudor Revival style. This dwelling features multi-paned, hung sashes

painted in dark colours, reminiscent of the medieval windows from which this style draws its inspiration. Lugsills for the window openings within the brick massing are likely cement.

- Main (South) Entrance - The most notable feature is the projecting frontispiece featuring a winged gable clad in stone, laid in broken courses containing a solid wood round-headed door and heavy stone door surround. The stone voussoirs around the arched doorway are carefully placed giving the impression of hand-crafted work.



Economic and Development Services Department

Date: April 19, 2024 File: 12-03
To: Heritage Oshawa
From: Harrison Whilsmith, Planner A
Economic and Development Services Department
Re: **Heritage Oshawa 2024 Budget and Work Plan – Q1 Update**

The purpose of this memo is to provide Heritage Oshawa with a Q1 update on their 2024 Budget and Work Plan.

The Q1 update of Heritage Oshawa’s 2024 Budget and Work Plan is affixed to this memo.

Recommendation

That Report HTG-24-28 dated April 19, 2024, concerning the Q1 update of Heritage Oshawa’s 2024 Budget and Work Plan, be received for information.

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

A handwritten signature in blue ink that reads "H Whilsmith".

Harrison Whilsmith, Planner A
Policy

Q1 2024 Heritage Oshawa Budget Update

Program: 120 - ADVISORY COMMITTEES OF COUNCIL

Location: 403 - Heritage Oshawa Advisory

Account	Description	2024 Approved	2024 Projected	2024 Actuals	Comments on Projected & Actuals
20000	Office Materials & Supply	\$1,000	\$0	\$0	Office stock, paper, printer ink, etc.
21000	Printing & Reproduction	\$1,500	\$0	\$0	Printing of 2024 Centennial brochures
22010	Civic Awards	\$1,000	\$900	\$900	Four (4) heritage plaques procured
40000	Advertising	\$500	\$0	\$0	
43000	Professional & Technical	\$15,000	\$7,050	\$7,050	Heritage research reports @ \$5k - \$8k each. Report for 442 King St E procured.
44000	Civic Receptions & Meals	\$200	\$26	\$26	
46000	Gas Mileage	\$300	\$0	\$0	
47000	Seminars & Training	\$3,000	\$0	\$0	
48000	Memberships & Dues	\$300	\$200	\$0	National Heritage Trust, Community Heritage Ontario, Ontario Historical Society
Total Expenses		\$22,800	\$8,176	\$7,976	
Total Revenues		\$0	\$0	\$0	
Total Budget		\$22,800	\$8,176	\$7,976	

Heritage Oshawa 2024 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 By-law 54-2023 and Heritage Oshawa Advisory Committee Terms Of Reference 2.0 Goals and Objectives	Actions to be Taken	Timing and Status
	A	B	C
1	<p>2.0 Goals and Objectives (By-law 54-2023) 5-B, 5-G</p> <p>5-B) Advise Council on means of conserving heritage properties, landscapes and districts;</p> <p>5-G) Provide recommendations to Council on properties, landscapes and districts considered by Heritage Oshawa to be worthy of heritage designation.</p> <p>Terms of Reference</p> <p>2.3) Advise Council on means of conserving heritage properties and districts</p> <p>2.6) Provide recommendations to Council on properties worthy of heritage designation</p>	<p>(a) Select new properties for research reports</p> <p>(b) On a regular basis, review previously prepared research reports and recommend for consideration for designation, in consultation with staff.</p> <p>(c) Make recommendations for designation to council based on the research report outcome and input from the property owner (where the property is privately owned).</p>	Ongoing
2	<p>2.0 Goals and Objectives (By-law 54-2023) 5-E</p> <p>5-E) Prepare and maintain an inventory of heritage resources including buildings, structures, and other elements which are considered by Heritage Oshawa</p>	<p>Provide to Staff and Council, Heritage Oshawa updated information from the Heritage Oshawa Inventory Data Base as it pertains to the City's online and print versions of the City of Oshawa Register of Properties of Cultural</p>	Ongoing

	<p>to be of cultural heritage value or interest;</p> <p>Terms of Reference</p> <p>2.2) 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>Heritage Value or Interest and in coordination with staff.</p> <p>Use all tools, means and methods available to bolster and support the information in Heritage Oshawa Data Base and the Heritage Oshawa Inventory</p>	
3	<p>2.0 Goals and Objectives (By-law 54-2023) 5-D</p> <p>5-D) Establish criteria to evaluate properties of cultural heritage value or interest.</p> <p>Terms of Reference</p> <p>2.1) Establish criterion to evaluate properties of cultural heritage value or interest</p>	<p>Evaluate properties to be included in the Inventory using the new Property Evaluation System version April 2022.</p>	Ongoing
4	<p>2.0 Goals and Objectives (By-law 54-2023) 5-C</p> <p>5-C) Advise and assist Council on current heritage conservation programs, regulations and legislation;</p> <p>5-F) Review development applications associated with cultural heritage resources and provide recommendations to staff and/or Council, as appropriate.</p> <p>Terms of Reference</p> <p>2.4) Review development applications associated with cultural heritage resources and provide recommendations to Council</p> <p>2.5) Advise and assist Council on current heritage conservation</p>	<p>When requested by Staff and/or Council by:</p> <p>(a) Review development applications involving matters of heritage preservation and provide recommendations to staff and/or Council.</p> <p>(b) Review development applications, City Committee applications, demolition permit applications, and applications for alterations to properties on the Register and within the Inventory and document demolitions or alterations.</p> <p>(c) Support staff and Council in the implementation of policy and procedures of the Ontario Heritage Act.</p> <p>(d) Implement Committee's responsibilities pursuant to the Ontario Heritage Act.</p>	Ongoing

	programs, regulations and legislations		
5	<p>2.0 Goals and Objectives (By-law 54-2023) 5-A</p> <p>5-A) 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>Terms of Reference</p> <p>2.8) Advise and assist Council on all matters related to cultural heritage including but not limited to, buildings and structures, cultural heritage landscapes and archaeological site</p>	Monitor cultural heritage issues by creating action plans to address the same as required.	Ongoing
	Education and promotion	Actions to be taken	Timing and Status
6	<p>2.0 Goals and Objectives (By-law 54-2023) 5-H</p> <p>5-H) Promote public awareness, stewardship in heritage conservation and knowledge of cultural heritage resources within the City and heritage conservation issues through programs and activities.</p> <p>Terms of Reference</p> <p>2.7) Increase public awareness and knowledge of cultural heritage resources with in the city and heritage conservation issues through programs and activities</p>	<p>Serve as a resource for residents, community groups and Council by,</p> <p>(a) Work with Staff to develop a Heritage Oshawa outreach program to notify property owners of the interest in the potential designation of their property, the benefits of the designation and obtain formal permission to do further research including searches and reports</p> <p>(b) Developing outreach programs which include methodology for promotion and communication.</p> <p>(c) Continue to contribute to media releases commemorating and celebrating designated properties, including a description of properties and the heritage features. Special events attended by Heritage Oshawa</p>	Ongoing

		<p>and elected officials where appropriate.</p> <ul style="list-style-type: none"> (d) Reach out to the local post-secondary institutions (University/Colleges) to understand if there is interest in partnering and aligning some of Heritage Oshawa goals with course curriculum. (e) Continue to increase public awareness and knowledge of cultural heritage resources within the city and heritage conservation issues through programs and activities. (f) Continue to provide information and promotion of heritage issues such as the Heritage Property Tax Reduction Program, designation, etc. (g) Continue to assist in authoring of language for heritage plaques. (h) Continue to participate in plaque presentations involving elected officials for designated properties and celebrate designations and historical matters (i) Continue in the participation of events such as Heritage Week (Feb.), Swing into Summer, Peony Festival (June), Canada Day (July), Doors Open (May.), Heritage Showcase (Nov.), the presentation of heritage-related talks or workshops, and others as appropriate. Commemoration of City anniversaries, promotion of Committee events. (j) Continue to perform Community Outreach by participating in community and local events. (k) Continue to engage various community groups, develop relationships and search for collaborations between stakeholders 	
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	Administrative items	Actions to be taken	Timing and Status
7	Advisory Committee Policy and Procedure (Item 12.3 and 14.1)	<p>Strike working groups, engage professionals and materials through the city and as required to support the ongoing efforts of Heritage Oshawa by:</p> <ul style="list-style-type: none"> (a) Develop a Heritage Oshawa expense report that can be utilized and or affixed to the current city procedure for reimbursement of personal expenses of official and approved Heritage Oshawa expenditures (b) Request Council to review the membership of Heritage Oshawa to understand that the committee would appreciate additional members (professional) and 2 post secondary students (c) Continue to undertake training as requested by Heritage Oshawa Committee that promotes understanding and the work of the Heritage Committee (Onlands, Bill 23/Heritage Act, etc.) (d) Continue to learn, understand and describe the various incentives and grants available through all levels of government and become a resource (Item 6) to the community at large to describe, assist and direct to those avenues available to advantage the same and as it pertains to heritage buildings, revitalizations and historic neighborhoods. 	Ongoing
8	Advisory Committee Policy and Procedure (Item 12.3 and 14.1)	Prepare budget submission and work plan for 2025 and prepare 2023 annual report with assistance from staff.	Fall 2024



Economic and Development Services Department

Date: April 19, 2024

File: 12-03

To: Heritage Oshawa

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

Re: Scope of Work for Documentation, Salvage and Commemoration Reports concerning the Albert Street Bridge and the Farewell Street Multi-Use Bridge

On April 18, 2024, staff received a letter from Metrolinx regarding Documentation, Salvage and Commemoration Reports ("D.S.C.R.s") that will be produced for the Albert Street Bridge and the Farewell Street Multi-Use Bridge. The letter includes a scope of work for the D.S.C.R.s, and a request that Heritage Oshawa review said scope of work.

The letter from Metrolinx dated April 18, 2024 is affixed to this memo.

In the event that Heritage Oshawa wishes to provide any advisory comments on the scope of work, staff suggest that Heritage Oshawa strike a working group to provide comments at their subsequent meeting on May 23, 2024.

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

Harrison Whilsmith, Planner A
Policy

April 18, 2024

Harrison Whilsmith
Heritage Oshawa
City of Oshawa

Delivered by Email

Dear Harrison Whilsmith,

**RE: Bowmanville Extension: Albert Street Bridge and Farewell Street Bridge
Documentation, Salvage and Commemoration Reports**

In support of the Bowmanville Extension project, Metrolinx is advancing the development of Documentation, Salvage and Commemoration Reports (DSCRs) for the Farewell Street Multi-Use Bridge and Albert Street Bridge located in the City of Oshawa. Below is a scope of work we would like your team to review prior to our approval.

For reference, Heritage Impact Assessments (HIAs) were prepared for the Farewell Street Multi-Use Bridge and Albert Street Bridge in November 2023 and were reviewed by Heritage Oshawa. The final HIAs and comment/responses from Heritage Oshawa and Metrolinx can be downloaded at the Dropbox link [here](#). The HIAs recommended the preparation of DSCRs for each bridge.

Scope of Work

DSCRs create a public record of a structure and provides researchers and the general public with a historical context, construction details, and a photographic record of the resource. Through the select salvage and commemoration of heritage attributes, the cultural heritage value or interest (CHVI) of a structure can be partially retained, albeit in a different context. At present, there are no regulatory frameworks in Ontario that guide the preparation of a DSCR. As best practice, these reports adhere generally to the National Park Service's (NPS) Historic American Buildings Survey (HABS) photography guidelines.

The DSCRs will comprise a series of tasks as outlined below:

FAREWELL STREET MULTI-USE BRIDGE AND ALBERT STREET BRIDGE

Task 1 - Summary of CHVI: A full copy of the statement of cultural heritage value as approved by Metrolinx Heritage Committee (MHC) will be included in the report to assist the reader in understanding the CHVI of the property.

Task 2 - Documentation: A written and visual photographic description of the bridges in their current condition will be included in the report. An on-site field program will be undertaken from the municipal right-of-way and from the Canadian Pacific Kansas City (CPKC) railway corridor in coordination with CPKC flagging personnel to document the structures.

Task 3 - Salvage Identification: A recommended list of identified heritage attributes to be salvaged,



where feasible, will be compiled. The list of heritage attributes to be salvaged will be coordinated with Heritage Oshawa. Prior to demolition, the temporary location of the salvaged materials will be confirmed and recorded.

Task 4 - Commemoration: Potential locations for commemoration and the display of salvaged materials will be explored and discussed, including in coordination with Heritage Oshawa. Potential commemorative text for a plaque, panel, or signage will also be prepared in coordination with Heritage Oshawa using the best practices for interpretive writing, including clarity, simplicity of style, and brevity.

Task 5 - Community Engagement: The DSCRs will include engagement with relevant heritage groups, including the Oshawa Historical Society, and the City of Oshawa and summarize the results of the engagement, including responses and comments.

Task 6 - Report Preparation: The results of Tasks 1-4 will be compiled into narrative reports for the Farewell Street Multi-Use Bridge and Albert Street Bridge.

Task 7 - Report Finalization: This scope includes effort to respond to one round of comments from Metrolinx, Heritage Oshawa, CPKC, and the Oshawa Historical Society and Museum and one round of comments from the Metrolinx Heritage Committee to finalize the reports. Copies of the finalized DSCRs will be deposited with relevant repositories of historical information to create a public record of the structures prior to demolition.

Assumptions

Access to the rail corridor will be required to complete the documentation task of the DSCRs. It is assumed that CPKC will provide flagging personnel and the Stantec and CPKC flaggers will document both bridges in a single site visit. No access to private property is required.

Deliverables

Deliverables will include one draft (to Metrolinx, Heritage Oshawa, CPKC, and the Oshawa Historical Society and Museum), final draft (to MHC) and final versions of the:

- DSCR of Albert Street Bridge
- DSCR for Farewell Street Multi-Use Bridge

We kindly request that Heritage Oshawa review the scope of work noted above for input into the DSCRs.

Sincerely,

Laura Filice

Laura Filice
Environmental Project Manager, Environmental Programs & Assessment
Metrolinx
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cc: Rachel Afonso, Project Coordinator, Environmental Programs and Assessment, Metrolinx
Annie Gu, Project Coordinator, Project Delivery Team, Metrolinx
Victoria Nagy, Project Manager, Cultural Heritage, Metrolinx

Attachments - Included in Dropbox link

- Comment/Responses from Heritage Oshawa and Metrolinx on the Albert Street Bridge Farewell Street Pedestrian Bridge HIAs. Email titled "*RE_ Heritage Impact Assessments-- Albert Street Bridge Farewell Street Pedestrian Bridge*"
- Addendum to Oshawa to Bowmanville Rail Service Extension Project: Heritage Impact Assessment - Albert Street Bridge Final Report. Stantec, 2023
- Addendum to Oshawa to Bowmanville Rail Service Extension Project: Heritage Impact Assessment - Farewell Street Multi-Use Bridge Final Report. Stantec, 2023