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1. Call to Order

2. Disclosure of Conflict of Interest

3. Approval of Minutes

3.1 September 7, 2016Page 3

4. Presentation/Discussion Items

4.1 Adopt a Park/Trail/Road Program (10 minutes)

David Hogg, Vice-Chair, Environmental Advisory Committee

4.2 Community Heritage Ontario Update (30 minutes) - TENTATIVE

Bob Martindale, Community Heritage Ontario

4.3 Doors Open Update [B. Kriz] (10 minutes)

4.4 2017 Town Hall Displays Discussion [B. Kriz] (20 minutes)

4.5 Heritage Permit Updates [M. Sawchuck] (15 minutes)

5. Correspondence

5.1 Patrick Sheehan Award Thank-You Page 8

5.2 Lake Scugog Historical Society Newslettercirculated separately

5.3 CHO News Newslettercirculated separately

6. Update from Council

7. Standing Items

8. New Business

9. Adjournment



DRAFT MINUTES
Heritage Advisory Committee

September 7, 2016
River Plate Room, Town Hall
Meeting No. 6

Alternative formats available upon request by contacting:
sarah.moore@ajax.ca or 905-619-2529 ext. 3347

Committee Members: Councillor Pat Brown
Bruce Balsdon
Beverley Briggs
Gina Collymore
Camille Graham
Paul Hébert
Antonella Inglesi-Grossi
Darrell Mader
Stephen White

Staff: Brenda Kriz, Records Manager & FOI
Michael Sawchuck, Senior Planner
Sarah Moore, Committee Coordinator

Guest: Ryan Cole, Capital Projects Technologist

1. Call to Order

Chair White called the Meeting to order at 6:00 p.m.

2. Disclosure of Conflict of Interest

None

3. Approval of Minutes

Moved By: B. Briggs
Seconded By: D. Mader

That the June 1, 2016 Meeting Minutes of the Heritage Advisory Committee be approved.

CARRIED

4. Presentation/Discussion

4.1 Doric Masonic Lodge Renovation

R. Cole, Capital Projects Technologist, presented an overview of the Town's acquisition of the Doric Masonic Lodge, which will be renovated with funding from the Canada 150 Community Infrastructure Program. In December 2015, a Heritage Evaluation Report was issued to inform the project and a consultant for the renovation was retained in March 2016. The building is

not currently designated, however the Committee recognizes it as a landmark in historical Pickering Village and the Town plans to proceed with designation following the renovation project. R. Cole discussed the existing design of the building, which hosts two assembly areas. He reviewed proposed projects designed to add a glass-enclosed expansion/addition to the front façade and portico, as well as a brick addition to the rear of the building to accommodate kitchen and washroom facilities. The interior of the building will see the banquet area renovated to allow for a public-permit use space. No work is to be undertaken on the Mason's side (west assembly) of the building. Significant foundation restoration and basement access were also noted as part of the project. The rear addition is proposed to be constructed of brick in a similar style/tone to the existing brick, however the roof design of the addition will impede the bottom half of one of the existing rear windows.

G. Collymore entered the Meeting, (6:15 pm)

Members posed several questions relative to the proposed design and focused much of the discussion on the rationale for the glass enclosure on the front of the building. Members expressed concern for the use of modern glass elements on this project, where similar design proposals for residential properties in Pickering Village would not be supported. R. Cole noted the rationale for a front expansion in order to allow for a secondary access to the excavated basement and to provide HVAC retention, as the existing doors don't maintain heat.

Members did not feel the proposed vestibule design is in keeping with the heritage aesthetic of the building, and instead takes away from the character and visibility of the structure and main entrance doors behind it. It was proposed that the addition on the rear be expanded to accommodate the uses proposed for the new structure at the front.

R. Cole explained that the proposed design as presented had been created based on considerations made from the Heritage Evaluation Report. Members expressed frustration and questioned whether or not suggestions from the Committee would be considered, if the design had already been decided upon and approved by Council.

Moved By: D. Mader
Seconded By: P. Brown

That the Heritage Advisory Committee accept the design for the renovation and restoration of Doric Masonic Lodge as presented.

CARRIED

4.2 Amendment to Mandate of the Ajax Archives

B. Kriz reviewed amendments to the Ajax Archives acquisition criteria, noting that the collection materials will relate to the HMS Ajax, Exeter & Achilles during the Battle of the River Plate and World War II, as well as the 8th HMS Ajax.

4.3 Expansion of Heritage Register: Strategies and Process

M. Sawchuck presented the next steps for the formalization of the Heritage Register. He noted that a final staff review of the listed properties identified for the Register by the

Committee will be conducted to consolidate listings for single properties and to ensure consistency in the evaluation of all properties. Owner consent for a property to be listed on the Register will not be required prior to Council approval, as it is not required for Heritage Designation. However, property owners will be notified prior to the formalization of the Register, but will have no means of appeal until after Council adoption, in order to quell bulk requests for removal.

The process for removal or addition will be at the discretion of Council. Removal will require completion of a two-page application to be reviewed by the Heritage Advisory Committee and decided upon by Council at a Community Affairs and Planning Meeting and will be based on the heritage value and interest of the property in accordance with Regulation 9/06 of the *Heritage Act*.

Prior to the adoption of the Register, staff will host three public consultation sessions (anticipated for March 2017) for Pickering Village, Urban Area, and Rural Area property owners, to allow for questions and answers.

Moved By: A. Inglesi-Grossi
Seconded By: B. Briggs

That the Heritage Advisory Committee endorse the proposed strategies and process, including the recommended consultation approach, for the formalization of a Heritage Register and expansion to include non-designated heritage properties.

CARRIED

4.4 Synopsis of HMS Ajax 40th Anniversary Events and Archives Additions

B. Kriz and Members noted that the 40th Anniversary Events were a great success, welcoming 18 visitors from England 7 of whom service on the 8th HMS Ajax. Celebration events included a Memorial Wall unveiling, street dedications, and parade. Commemorative coins produced in recognition of the event sold out. B. Briggs expressed thanks to staff and Council for the special invitations to take part in the event [B. Brigg's father was the Mayor of Ajax serving at the time of the visit of the 8th HMS Ajax and crew in 1976].

Chair White commended the Town for the work and dedication put into recognizing the anniversary.

4.5 Heritage Conservation District Signage

M. Sawchuck informed the Committee that \$6,500 was included in the 2016 budget to identify Pickering Village as a Heritage Conservation District (HCD). He reviewed existing signage in the Village, much of which is provided by the Pickering Village B.I.A., and noted a desire to avoid confusion with existing signage. Members identified errors with the consistency of establishment dates on the existing signs.

M. Sawchuck shared examples of optional signage at both ends of the HCD boundary that incorporate the logo developed during the HCD study. Members discussed the advantages and disadvantages of proposed designs, including size, placement, colour, and material. Members expressed interest in more information on the possibility of street light banners to

be hung the in the HCD, as well as a side walk concrete stamp. M. Sawchuck agree to take back the Committee's feedback and propose more options at a later date.

4.6 Town of Ajax Website Updates

B. Kriz walked the Committee through recent updates to the history and heritage content on the Town's website. She noted that updates were also made to the Ajax Public Library's digital archives and that a direct link is now available on the [Town's website](#).

5. Correspondence

5.1 Committee Round-up Event

5.2 2016 Patrick Sheehan Award Recipient Thank-yous

With consent of all Members present, the items of correspondence included as part of the September 7, 2016 Heritage Advisory Committee agenda package were received for information.

6. Update from Council

Councillor Brown encouraged Members to provide feedback on the creation of the town's 2017 budget by participating in the [online budget building tool](#).

7. Standing Items

7.1 Work Plan

M. Sawchuck proposed the idea to create small working groups to action some of the Committee's Work Plan Items. Participation was sought for the following working groups:

- D.I.L. Recognition as a National Historic Event
- Heritage Designation – C. Graham
- Walking Tour Brochure – D. Mader
- Special Presentations/Guest Speakers
- Heritage Week – P. Hébert

7.2 Heritage Permits Update – 90 Old Kingston Road

M. Sawchuck provided an update and images of the masonry improvements to 90 Old Kingston Road. He noted that the property owner has submitted a heritage permit application to replace the windows (not original) on the south elevation with new vinyl, single-hung windows. The cost of the replacement will be fully covered by the applicant.

Moved By: B. Balsdon
Seconded By: P. Brown

That the Heritage Advisory Committee endorse the application to replace the windows on the south elevation of 90 Old Kingston Road, as presented.

CARRIED

8. New/Other Business

Upcoming Dates and Events

- September 17 – Culture Days Spirit Walk
- Doors Open – October 1
- Heritage Work Shops
 - Clarington – October 29, 2016
 - Oshawa – November
- Diversity Conference – October 22

D. Mader inquired whether Bob Martindale could be invited to a forthcoming meeting to provide a Community Heritage Ontario update to the Committee, as its appointed representative.

Chair White thanked C. Graham, B. Briggs, A. Inglesi-Grossi, and D. Mader for their participation in the JAM event Heritage display in June.

9. Adjournment

Moved By: A. Inglesi-Grossi
Seconded By: D. Mader

That the September 7, 2016 Meeting of the Heritage Advisory Committee be adjourned. (8:00 p.m.)

CARRIED

Dear Ms. KMZ,

I'd like to extend my gratitude to the town of Ajax for honoring me with the Patrick Sheehan Bursary. I'll be attending Wilfrid Laurier University in September, and these are scary, unsure times. However, the presence of a bursary ensures that no matter how dire things may be, my resolve will remain unshaken. The gift will go towards residence. Notre Dame C.S.S. has given me a strong foundation on which to build an even stronger future and I look forward to this challenge.

Sincerely,

Rodney Oregon



HERITAGE ADVISORY COMMITTEE

2014-2018 WORK PLAN

PROJECT ITEM		OBJECTIVES & SUMMARY	LEAD	TIMELINE	STATUS / NOTES
1.	Pickering Village JAM Festival	<ul style="list-style-type: none"> • Prepare and operate display table • Other activities as identified 	<ul style="list-style-type: none"> • Staff Liaisons • Committee 	June	Annual event
2.	Culture Days Events	<ul style="list-style-type: none"> • Prepare and operate display table • Other activities as identified • Prepare and develop themed "Spirit Walk" as required 	<ul style="list-style-type: none"> • Staff Liaisons • Committee 	September	Annual event
3.	Heritage Designations	<ul style="list-style-type: none"> • Selection of sites for heritage designation (goal of one per year) • Review and approval of Heritage Designation Reports • Recommendation to Council for designation • Organize plaque unveiling and reception 	<ul style="list-style-type: none"> • Staff Liaisons • Heritage Designation Sub-Committee 	As needed	Annually
4.	Review of Development Applications and Heritage Permits	<ul style="list-style-type: none"> • As presented by Planning Staff – Committee will review applications regarding designated properties, properties abutting designated properties and properties on the Heritage Inventory 	<ul style="list-style-type: none"> • Staff Liaisons • Planning Staff 	Monthly, as needed	
5.	Heritage Property Register	<ul style="list-style-type: none"> • Review and endorsement of proposed strategies and process for expansion of 	<ul style="list-style-type: none"> • Staff Liaisons • Committee 	Completion: Spring 2017 / Additions & Removals	Monthly

HERITAGE ADVISORY COMMITTEE

2014-2018 WORK PLAN

		<ul style="list-style-type: none"> the heritage register Final review of property profiles Participation in Public Information Sessions Recommendations on additions to/removals from the heritage register 		Review: Ongoing	
6.	Ajax Town Hall Display	<ul style="list-style-type: none"> Assist with the selection of themes for the display cases in Ajax Town Hall 	<ul style="list-style-type: none"> Staff Liaisons Committee 	Annual	
7.	Revision of Pickering Village Walking tour booklet	<ul style="list-style-type: none"> New drawings of houses Design of new brochure Include recent designations Communication Plan for printing / promotion 	<ul style="list-style-type: none"> Staff Liaisons Walking Tour Brochure Sub-Committee 	Completion June 2018	
8.	Doors Open	<ul style="list-style-type: none"> Assist staff with the planning and development of the Doors Open event Committee will be actively involved with the event 	<ul style="list-style-type: none"> Staff Liaisons Committee 	Ongoing	Biennial (2016 & 2018)
9.	Heritage Property Tax Rebate Program	<ul style="list-style-type: none"> Assist staff, as required, with property inspections, education and updates Review potential increase of tax rebate from 10% (max permitted is 40% as per the Municipal Act) Compare benefits of tax rebate program to heritage grant program for designated properties 	<ul style="list-style-type: none"> Staff Liaisons Committee 	Monthly, as needed	
10.	Heritage Legislation	<ul style="list-style-type: none"> Examine and provide comment on any relevant cultural heritage legislation 	<ul style="list-style-type: none"> Staff Liaisons Committee 	As needed	

HERITAGE ADVISORY COMMITTEE

2014-2018 WORK PLAN

11.	Patrick Sheehan Bursary Awards	<ul style="list-style-type: none"> Attend high school commencement ceremonies to present the bursary awards to the graduating students 	<ul style="list-style-type: none"> Staff Liaisons Committee 	As needed	Annual
12.	Major Anniversaries & Celebrations	<ul style="list-style-type: none"> Assist in the development of events to promote and acknowledge the 75th anniversary of DIL Prepare submission to Federal Government to have the Munition Operations at DIL designated a National Historic Event 	<ul style="list-style-type: none"> Staff Liaisons Committee 	Monthly, as needed	- Application submitted by End of 2016
13.	Comprehensive Zoning By-law Review	<ul style="list-style-type: none"> As presented by Planning Staff – Committee will review the Comprehensive Zoning By-law and provide comments 	<ul style="list-style-type: none"> Staff Liaisons Committee 	Monthly, as needed	Anticipated completion date 2017
14.	Heritage Designation Brochure Update	<ul style="list-style-type: none"> Assist staff in updating the Heritage Designation Brochure for printing 	<ul style="list-style-type: none"> Staff Liaisons Heritage Designation Sub-Committee 	Monthly, as needed	Completed for Heritage Week 2017
15.	Heritage Week	<ul style="list-style-type: none"> Organize a display and/or event in celebration of Heritage Week 	<ul style="list-style-type: none"> Staff Liaisons Heritage Week Sub-Committee 	Monthly, as needed	Heritage Week is celebrated each year beginning on the third Monday of February
16.	Special Presentations / Guest Speakers	<ul style="list-style-type: none"> Organize and schedule a series of guest speakers for HAC meetings (3-4 per year) Work with other HACs in Durham Region to organize and schedule special events 	<ul style="list-style-type: none"> Staff Liaisons Special Presentations Sub-Committee 	Monthly, as needed	

Updated: August 31, 2016