

Present: Lynda Armstrong
Laura Bisset
Margaret Clayton
Deanna Hollister
Katherine Hull, Chair
Karey Anne Large
Paul Rolland
Rick McDonnell
Mark McGowan

Also Present: Councillor Newman, Mayor's Designate
Stacey Kursikowski, Staff Liaison, Planner II - Heritage and
Downtowns
Heather Oerlemans, Council and Committee Coordinator
(Recording Secretary)

Regrets: Lynn Collins, Vice-Chair
Terry Standish
Brian Winter, Honourary Member

Call to Order

1. Disclosures of Interest

1.1 There were no disclosures of interest.

2. Approval of Previous Minutes

2.1 Minutes - February 11, 2020

Recommendation:

Moved By Laura Bisset

That the Heritage Whitby Advisory Committee minutes of February 11, 2020 be approved.

Carried

3. Presentations

3.1 There were no presentations.

4. Delegations

4.1 There were no delegations.

5. General Business and Reports

5.1 Heritage Permit Process Overview

Stacey Kursikowski distributed copies of a draft Heritage Permit Application Review Process flow chart to the Committee for information purposes. Ms. Kursikowski advised that this was the Heritage Permit application process followed by Town Staff for reviewing submissions. She further advised that applications deemed minor were approved by Staff and applications deemed major were brought to the Heritage Whitby Advisory Committee for review and to provide recommendations to Council. Ms. Kursikowski stated that Council's decision options included approving, approving with conditions, or refusing the application. She advised that should the property owner appeal Council's decision, the appeal would go to the Conservation Review Board and then back to Council for final approval. She stated that should the changes recommended by Bill 108 to the Ontario Heritage Act be implemented, the appeal process would change.

Question and answer period ensued regarding:

- whether applications for internal alterations were subject to this process;
- what the criteria would be when a heritage easement agreement was required;
- what conditions could be placed on a draft plan;
- what requirements were placed on a property owner when modifications to the Heritage Permit were made due to unforeseeable circumstances, in contravention to approved plans; and,
- whether a building inspection process existed for Heritage Permits.

Discussion ensued regarding:

- requiring the owner's consent to designate a property;
- the process for property owners when modifications to the Heritage Permit were required; and,
- requiring property owners to appear before the Heritage Whitby Advisory Committee when modifications to the original Heritage Permit were necessary.

5.2 2020 Ontario Heritage Conference

Stacey Kursikowski provided information regarding the Ontario Heritage Conference in Markham on May 28 to 30, 2020. Ms. Kursikowski requested that Members follow up with her if they were interested in attending the conference.

5.3 Heritage Matters Newsletter Spring Edition

Stacey Kursikowski advised that additional volunteers were required to prepare articles for the Heritage Matters Newsletter Spring Edition. Ms. Kursikowski further advised that April 3, 2020 would be the deadline for article submissions.

5.4 2020 Event Participation

Stacey Kursikowski requested feedback from the Committee regarding 2020 event participation.

Discussion ensued regarding participation in various events including:

- Open Streets on May 9, 2020;
- a Whitby Business Improvement Area (BIA) Event on June 13, 2020;
- the Harvest Festival on September 19, 2020;
- Doors Open on October 24, 2020; and,
- focusing on the Harvest Festival, Doors Open, and the summer Farmers' Markets.

5.5 Subcommittee Updates

Roadshows Subcommittee

Deanna Hollister provided an update regarding the Roadshows Subcommittee and advised that she had identified ten (10) properties to contact for the content of the walking tour component of the Roadshow. Ms. Hollister further advised that she had drafted an introductory letter for property owners that provided information regarding the Roadshow initiative.

Stacey Kursikowski provided clarification on the multi-phase project for the subcommittee including recording and transcribing stories from local residents.

Mark McGowan advised that the Great Famine Voices Roadshow would be in Ontario in April 2020. Mr. McGowan further advised that he would investigate arranging an information session for the subcommittee with the Great Famine Voices Roadshow to provide advice regarding the next phase of the Heritage Whitby Advisory Committee's Roadshow.

Margaret Clayton advised that she would set up a meeting time and location for the subcommittee to meet prior to the next Heritage Whitby Advisory Committee meeting.

Werden's Plan 1-Year Celebration Planning Subcommittee

Rick McDonnell provided an update regarding plans for the 1-year Werden's Plan Celebration and advised that a basic outline had been prepared which included:

- tentatively scheduling the event on May 31, 2020 from 1:00 p.m. to 4:00 p.m.;
- holding the event at the Centennial Building or outside in the parkette at 360insights;
- a cake/ribbon cutting ceremony at 2:00 p.m.;
- providing light snacks;
- invitations and who to invite to the celebration; and,
- setting up an information booth to display items such as a map of the Werden's Plan Neighbourhood Heritage Conservation District, guidelines for Heritage property owners, a list of FAQs, and a copy of the Werden's Plan Neighbourhood Heritage Conservation District book.

Social Media Subcommittee

Karey Anne Large advised that there was no update at this time.

Stacey Kursikowski requested that twelve (12) media releases be emailed to her by April 10, 2020.

Heritage Register Subcommittee

Stacey Kursikowski advised that maps had been prepared that highlighted high focus areas such as the Brooklin Secondary Plan area, Whitby Community Improvement Plan area, and the Port Whitby area. Ms. Kursikowski further advised that images of each potential property, background information, and the criteria from Ontario Regulation 9/06 were being collected for each prospective property.

Ms Kursikowski stated that she was investigating the possibility to integrate the Downtown Whitby Heritage Register information sessions around the same time as the Downtown Secondary Plan open houses. She further stated that the sessions would provide information regarding homeowner responsibilities for Listed properties prior to adding properties to the Municipal Heritage Register.

5.6 Downtown Whitby Development Steering Committee Update

Rick McDonnell provided a Downtown Whitby Development Steering Committee update regarding the Committee's initiative to present new businesses with a 'welcome' certificate.

5.7 Brooklin Downtown Development Steering Committee Update

Lynda Armstrong provided updates regarding the Brooklin Downtown Development Steering Committee which included:

- the Brooklin Downtown Development Steering Committee Strategic Plan;
- installing historic Downtown Brooklin signage on Highways 407 and 401; and,
- upgrading the historical plaques in Downtown Brooklin.

6. Correspondence

6.1 There was no correspondence.

7. Council Update

7.1 Councillor Newman provided updates regarding:

- the Adoption of the 2020 Budget meeting on February 24, 2020;
- upcoming proclamations with heritage significance; and,
- a presentation by Van Horne Outdoor regarding the Canadian Pacific Railway Bridge Enhancement and Modernization Program.

Councillor Newman inquired about the Committee's Annual Report and budget and requested that matter be investigated by the Staff Liaison.

8. Other Business

8.1 Recognition Awards

Rick McDonnell requested that the Committee consider recognizing property owners that maintain their heritage buildings such as the

Serbian Church at 508 Byron Street South, and the residential building at 408 Byron Street South.

Councillor Newman advised that the Serbian Church would be hosting another fundraising concert in May, 2020.

9. Next Meeting

9.1 Tuesday, April 14, 2020 - 7:00 p.m.
Committee Room One, Whitby Town Hall
575 Rossland Road East

10. Adjournment

10.1 Motion to Adjourn

Recommendation:

Moved By Laura Bisset

That the meeting adjourn.

Carried

The meeting adjourned at 8:55 p.m.

Note: These minutes were approved by the Heritage Whitby Advisory Committee on May 12, 2020.