

**Minutes of The Local Architectural Conservation Advisory Committee
Heritage Whitby Held on Tuesday, March 10th, 2009, at the Hour of
7:00 p.m. in Committee Room #1 of The Whitby Municipal Building.**

LACAC Heritage Whitby Members Present:

Bob Ashby
Margaret Clayton, Chair
John Ecker
Rita Edgell
Steve Gusterson
Larry Jeffreys
Pam McPherson
Brian Winter

Also Present:

Maria McDonnell, Manager Downtown Development
(for part of the meeting)
Christy Chrus, Secretary/Treasurer

Regrets:

Jean Pierre Leguerrier
Thomas Marshall-Nicol
Rick McDonnell
Councillor Sue Pitchforth

1. Welcome

M. Clayton welcomed everyone to the meeting and reviewed the Agenda.

2. Declaration of Interest

No members declared a conflict of interest for any items on the agenda.

3. Adoption of Minutes

The Minutes of the February 10th LACAC Heritage Whitby Meeting were distributed and reviewed.

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Moved by: B. Ashby
Seconded by: S. Gusterson

“That the Minutes of the February 10th meeting of the Town of Whitby LACAC Heritage Whitby be adopted.”

CARRIED

4. Sub-Committee Update

a. Special Events

Doors Open Whitby 2009 (May 2nd)

M. Clayton noted that Ezra Anne’s Bed and Breakfast has asked to be taken off the Doors Open Whitby tour this year. However, M. Clayton noted that there have been three new additions including, St. Andrew’s Presbyterian Church, Endless Ideas and Whitby Mental Health Centre who are proposing a tour of their new facility and will be making references to one of the original buildings located just north of their site and which is now owned by a developer.

P. McPherson asked if they will be providing free parking for the Doors Open Tour.

M. Clayton noted that she will speak with them about providing free parking for the day of the Doors Open event. She added that Whitby Mental Health Centre will also be hosting a historical display and possibly a power point presentation in the auditorium on the history of the site.

M. Clayton stated that B. Winter and herself will be meeting on Thursday April 2nd at 7:00 p.m. to put together the one page information sheets for the new sites on the tour this year. If other Committee members would like to attend, they are more than welcome.

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M. Clayton informed the Committee that they will also be hosting an orientation session for volunteers of Doors Open on Wednesday April 8th at 10am. In addition, they will be holding their media launch on Tuesday April 14th at 2pm at the Station Gallery.

M. Clayton also made arrangements with the Town to view the Lynde House on March 24th at 10am to ensure that it is clean. She asked if P. McPherson would be able to have her china head doll display at the Lynde House for the Doors Open tour.

P. McPherson agreed to showcase the dolls.

M. Clayton also noted that they may need volunteers from LACAC Heritage Whitby to assist at the Lynde House on the day of the event (May 2nd).

Brooklin Spring Fair (June 4th to 7th)

M. Clayton noted that she met with the Brooklin Spring Fair Committee and presented LACAC Heritage Whitby's idea of doing a display of the past 100 years for the next two years of the Spring Fair. However, the Committee was not receptive to this idea as they were planning on doing something similar as a lead up to their 100th anniversary.

M. Clayton then suggested hosting a display that would look at the origins of the Spring Fair from the 1840s to the 1880s for 2009 and then do a display from the 1880s to approximately 1910 in 2010. In 2011, the Committee would consolidate the two displays and showcase them for the 100th anniversary.

The Committee agreed this would be a good idea.

County Town Carnival (June 27th)

M. Clayton noted that it is a farm and aviation theme this year.

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B. Winter stated that at one time there was an airport in Whitby from approximately 1941 to 1945.

S. Gusterson noted that he has a number of items such as uniforms, aircraft parts, flying log books etc. from his personal collection that he could use for a display.

B. Winter added that he has a set of the first aerial photographs from 1915 of the Town.

B. Winter added that there are also many pictures of local farms in the archives.

B. Ashby noted that it would be neat to highlight some of the local farmers whose names have since been used as a street name in the municipality.

Harbour Days (July 24th – 25th)

There was no information to discuss.

Harvest Festival (September 12th)

The Committee would like to highlight and celebrate the 1st anniversary of the Heritage Conservation District.

Heritage Day (September 19th)

There was no information to discuss.

b. Communications / Public Awareness

LACAC Link Spring 2009 Issue

M. Clayton noted that if anyone has any articles to send them to her by May 15th for distribution at the Brooklin Spring Fair.

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c. Designation

4 Cassels Road West

This item was deferred to the April 15th meeting.

Camp X

M. Clayton noted that there is a report going to the Planning and Development Committee meeting on March 16th. She added that they have received many great letters in support of the Camp X applications which have all been attached to the report.

C. Chrus informed the Committee that she will send out the website link containing the final copy of the report once it has been signed off by the CAO.

Architectural Reports

C. Chrus has contacted John Taylor but there is nothing new to report on the status of the architectural reports for the McMillan Block (121 Brock Street North) and the Thomas Gallagher House (319 Dunlop Street West).

C. Chrus informed the Committee that the Downtown Development Office had a meeting with the owner of 121 Brock Street North regarding his application for the Façade Grant program. The owner is looking at ways to restore the building, specifically the lower level, to bring back the original arched doorways and windows. She will keep the Committee posted on the status of this application.

d. Demolition

There was no information to report.

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e. Ongoing Applications

Crawforth House
Ringwood (1601 Hopkins Street)
Whitby Pumphouse

NE Corner Brock and Rossland

Once the weather gets nicer, hopefully sometime in April, members of the Committee including John Taylor will conduct a site visit of this property.

5. Other Business

a. Staff Resources

M. McDonnell wanted to provide the Committee with some of her observations as LACAC Heritage Whitby transitions into the Downtown Development Office. She informed the Committee that the mandate of this office not only includes heritage, but other projects within the two downtowns. M. McDonnell stated that staff would like to understand what the Committee's priorities are so as to be able to better manage their staff resources over the course of the year. They also need to understand what projects could be accomplished with the assistance of a summer student. M. McDonnell recognizes the amount of work that this Committee undertakes, but it will also need to be reflected in the total workload of staff in the Downtown Development Office.

J. Ecker asked if it would be helpful to have a list of what type of projects the Committee works on throughout the year.

M. McDonnell said this would be helpful as sometimes it takes a full year cycle to understand all of the actions that this Committee will work on.

J. Ecker noted that he could work with staff on a calendar

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template noting the various action items that this Committees works on throughout the year.

M. Clayton added that lately there have been a lot of projects that have come out at the beginning of the year including Camp X, the heritage inventory report and By-law updates. Also last year, the summer student assisted with the planning and implementation of Doors Open event as it was held in September, whereas this year it is being held in May.

M. Clayton added that usually the busy season is during the summer months from May until September as the Committee hosts displays at the various events.

M. McDonnell raised the point about the Regional Information session that the Committee wanted to host this spring.

M. Clayton stated that in the past staff made the initial contacts with the various participating groups and also booked the meeting room for the event. However, this project could be something that the summer student could undertake. M. Clayton wondered if the Committee could pick a later date sometime in late October or early November instead.

The Committee agreed to host the Regional Information session sometime in late October or early November.

b. Heritage Report

C. Chrus noted she has drafted a report on updating the heritage inventory and will send out the website link once the report has been signed off by the CAO. This report is going to the March 16th Planning and Development Committee meeting.

M. Clayton noted that it may be best to work on the questionable properties first.

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c. Brooklin Downtown Development Steering Committee

There were some questions amongst the Committee members regarding the Heritage Conservation District Guidelines.

M. Clayton passed around her copy of the HCD Plan for the members to review. She added that the Committee can work with the Brooklin Downtown Development Steering Committee to help increase awareness about these guidelines with property owners and the public.

d. LACAC Heritage Whitby Website Upgrade

C. Chrus informed the Committee that the LACAC Heritage Whitby webpage has been updated with additional information. She discussed the idea of having information on LACAC Heritage Whitby on the two downtown web pages for Whitby and Brooklin.

The Committee thought this would also be a good idea.

R. Edgell asked if the webpage could also include some photos.

C. Chrus is working with the Town's web designer to include photos and will notify the Committee once they are posted.

e. LACAC By-law No. 2683-89 Review and Update

C. Chrus handed out a draft By-law for the Committee to review. No further comments were received. She added that if the Committee is satisfied with the updated By-law, they should pass a motion to this effect. C. Chrus will prepare a report to go to the Planning and Development Committee for April 6th.

Moved by: B. Ashby
Seconded by: P. McPherson

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“That the draft LACAC By-law is adopted by the Committee and a report be presented to Council for consideration and final approval.”

CARRIED

f. Brooklin Heritage Conservation District (HCD)

See comments as noted under the Brooklin Downtown Development Steering Committee (Item 6c).

g. Port Whitby Heritage Conservation District

M. Clayton noted that there have been a number of development proposals for the Port Whitby area in the past year. She stated that a recent application has come in for the southwest corner of Brock Street and Victoria Street for multi-storey mixed use development. There is concern from residents in the Port Whitby area about the impact of such applications on their neighbourhood. M. Clayton stated that a heritage district for this area would provide some control over the development of such properties and wondered if the Committee wanted to bring this matter to the attention of Council.

B. Ashby noted that there are a number of derelict buildings in this area so the Committee may want to proceed with caution on this topic.

The Committee decided that no further action will be taken at this time.

M. Clayton will bring this idea up through the Official Plan Review process.

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6. Correspondence

a. Town of Whitby Official Plan Review Letter

C. Chrus handed out a letter received from the Town's Long Range Planning section on the need to include a member from LACAC Heritage Whitby to be involved in the Official Plan review process.

M. Clayton noted that she is willing to attend such meetings on behalf of this Committee.

b. Town of Markham Resolution re: Tax Incentives

C. Chrus handed out information regarding Markham's resolution on the heritage tax incentives.

Moved by: J. Ecker
Seconded by: P. McPherson

“LACAC Heritage Whitby supports the Town of Markham's resolution with regard to the Heritage Tax Incentives for Heritage Properties Landmarks not Landfill Campaign and asks that this correspondence be sent to Whitby Council for their endorsement.”

CARRIED

c. 2009 Ontario Heritage Conference

C. Chrus informed the Committee that the 2009 Ontario Heritage Conference is being held in Peterborough this year from May 29th to May 31st. She wondered if one of the Committee members would like to attend with her. This years theme is “Heritage in Creative Communities.”

R. Edgell expressed an interest in attending.

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C. Chrus will sign them up for the conference.

d. CHO News

C. Chrus handed out articles on heritage planning for the Committee's information.

e. 508 Byron Street South

C. Chrus noted that a member from the Serbian Sremac Orthodox Church came into the office today to discuss the possibility of removing the upper steeple and replacing it. The church is concerned as there is a safety issue with bricks spilling and falling off.

The Committee agreed that the church will be required to submit plans and material for the Committee to review.

7. Next Meeting

Moved by: P. McPherson
Second by: J. Ecker

"The next meeting of the LACAC Heritage Whitby will be held on Wednesday April 15th, 2009 in Committee Room #1 at 7:00 p.m."

CARRIED

8. Adjournment

Moved by: S. Gusterson
Seconded by: J. Ecker

"That this Meeting of the Town of Whitby Local Architectural Conservation Advisory Committee Heritage Whitby be adjourned".

CARRIED