

**Minutes of LACAC Heritage Whitby Held on Tuesday, May 11th, 2010,
at the Hour of 7:00 p.m. in Committee Room #1 of The Whitby
Municipal Building.**

LACAC Heritage Whitby Members Present:

Margaret Clayton, Chair
John Ecker, Vice Chair
Rita Edgell
Steve Gusterson
Katie Hull
Larry Jeffreys
Jean Pierre Leguerrier
Rick McDonnell
Pam McPherson
Vincent Santamaura
Brian Winter

Also Present:

Christy Chrus, Secretary/Treasurer
Shelby Blundell, Summer Student

Regrets:

Councillor Sue Pitchforth
Thomas Marshall-Nicol
Maria McDonnell, Manager Downtown Development

1. Welcome

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

2. Declaration of Interest

V. Santamaura declared a conflict of interest with the Stockworth Development proposal (representing the landowner) located at the northeast corner of Baldwin and Winchester.

M. Clayton declared a conflict with 3 Cassels Rd W in Brooklin.

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3. Adoption of Minutes

The Minutes from the April 13th meeting of LACAC Heritage Whitby were distributed and reviewed.

V. Santamaura questioned if he was the one that mentioned that 3 Cassels Road West was planning on applying for a Façade Grant.

C. Chrus noted that he was the one who noted this at the meeting.

Moved by: P. McPherson
Seconded by: R. Edgell

“That the Minutes of the April 13th meeting of LACAC Heritage Whitby be adopted.”

CARRIED

4. Town Council Update

Councillor Pitchforth was unable to attend the meeting but wanted to inform the members that the site plan was approved for 22 Baldwin Street (Tea House) subject to the applicant providing 4 parking spaces (inclusive of one accessible parking space) and the remaining parking spaces will be paid by cash-in-lieu.

5. Sub-Committee Update

a. Special Events

Doors Open Whitby 2010 (May 1st)

M. Clayton noted that the event went quite well, with a 25% increase from last year with positive feedback. The artefacts from P. McPherson were appreciated; there were positive comments on the doll at the event.

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V. Santamaura noted that younger kids were drawn to P. McPherson's artefacts.

V. Santamaura was concerned that people were confused by the map, specifically Cochrane Street as two people from out of town mentioned this at the event. He recommended the map be checked for clarity.

P. McPherson asked if pictures were allowed to be taken at the event, as people said they could not see a disclaimer on the website and were confused to whether they could take photos.

M. Clayton stated that volunteers at individual sites must inform people if pictures are allowed.

C. Chrus recommended this issue should be addressed in the brochure next year.

R. McDonnell noted that sites not wanting pictures should have a poster on the site itself.

M. Clayton stated that there was a problem with people using the washrooms in the buildings when they should not have.

P. McPherson said due to the rain the front doors of Inverlynn were closed and people would enter through the private side door, where the bathrooms were located. She suggested that this may have encouraged people to use these bathrooms as they may have mistaken the side door for mud room.

M. Clayton noted that C. Chrus handed out a draft for Guidelines for Selection of Participating Sites in Doors Open Whitby and asked if any one had comments on the document.

P. McPherson noted that it was straightforward.

J. Ecker asked to clarify number four on this document.

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M. Clayton explained that this point meant that the same sites were not to be shown again each year while trying to keep the number of sites to 14 and introduce new ones.

J. Ecker asked if Lynde House was a permanent house in the event.

M. Clayton said yes and added that three or four new sites should be added each year to get a minimum of 12 sites, with one or two sites on backup if there is a cancelation.

B. Winter stated that the Masonic Hall wanted to participate again, however they can only participate every other year (not every third year as suggested in the Guidelines).

M. Clayton noted that the guidelines were created because there could be repeat sites and the event could become more difficult to manage. M. Clayton noted the purpose of the event is to provide access for people to places they normally cannot enter, i.e. Trafalgar Castle and Lynde House. Certain sites are not guaranteed to be available for the whole event each year (i.e. the Centennial Building where weddings can take place).

V. Santamaura asked if once the Guidelines are approved if they will be posted on the website.

M. Clayton noted the guidelines will go to Council for approval and would be made available to past and future participating sites.

Moved by: P. McPherson
Seconded by: V. Santamaura

“That LACAC Heritage Whitby adopts the Guidelines for Selection of Participating Sites in Doors Open Whitby as presented.”

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R. McDonnell noted that Snap Magazine has a calendar of events in their issue and stated that Doors Open Whitby should be added to their events calendar next year. R. McDonnell stated that at the Brooklin Downtown Development Steering Committee meeting there was a suggestion that Doors Open contact the Port Perry Studio Tour to possibly coordinate advertising the events together.

M. Clayton noted that people may not want to attend Doors Open Whitby on their way to the Studio Tour in Port Perry.

R. McDonnell noted that C. Chrus was able to get the Doors Open Whitby event on many other municipal bulletins.

M. Clayton noted that they need suggestions for next years Doors Open sites. Some sites in discussion include a Fire Hall and Maple Shade Farm.

L. Jeffreys asked if the Old Library Building had been approached.

Brooklin Spring Fair (June 5th)

M. Clayton asked if LACAC participate on both Saturday and Sunday at the fair.

R. McDonnell said he can volunteer at the event Saturday morning.

C. Chrus noted that the Agricultural Building is not confirmed yet for the venue and if it is not available the exhibit will be held in the arena.

M. Clayton said that the exhibit will continue onto Sunday if there are enough volunteers to help.

P. McPherson noted that Sunday morning last year at the fair

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was not too busy.

R. Edgell was able to volunteer Sunday morning but the Sunday afternoon exhibit may not be necessary.

C. Chrus noted that she and S. Blundell can volunteer on the Saturday afternoon.

M. Clayton said that the display board needs to be prepared. The fair's history from 1875 to 1910 will be covered as well as information on Luther Vipond Memorial Arena.

County Town Carnival (June 26th)

M. Clayton asked if there was a theme yet for the carnival.

C. Chrus noted that she was not aware of any theme yet.

S. Gusterson and R. McDonnell noted that they could volunteer in the morning at the event. P. McPherson can volunteer from 12pm to 2pm and M. Clayton can assist the full day.

M. Clayton noted that copies of old letters will be on display.

B. Winter informed the Committee that he will copy the old letters so that the originals are not on display.

R. McDonnell noted that the Lynde House history display on the Lynde family should be reviewed before the showcase as there are misspelling and grammatical errors.

S. Gusterson said that the card in the cabinet had a misspelling as well.

C. Chrus displayed an advertisement for LACAC Heritage Whitby in the Retail pages newspaper.

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M. Clayton noted that they will open the Lynde House from 10am – 2pm.

Harbour Days (July 24th)

B. Winter noted that he may be able to attend this event. He informed the Committee that it has been 100 years since the federal government took over the harbour and 50 years since the first ocean boat entered the harbour (the Monica Smith from Sweden).

M. Clayton noted that these facts should be mentioned on a display board.

Harvest Festival (September 11th)

There was no new information to report.

Heritage Day (September 18th)

C. Chrus asked which members were on the Sub-Committee with Kim last year for Heritage Day and noted that it is the 10th anniversary of this event. C. Chrus wondered if the Sub-Committee members from last year were still interested in helping.

J. Ecker noted that there should be a report back to LACAC from this Sub-Committee and there should be volunteers to help with specific tasks.

J. Ecker, R. McDonnell and P. McPherson are still interested in helping. S. Blundell will work with Kim to set up a meeting.

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b. Communications / Public Awareness

LACAC Link Spring 2010 Issue

M. Clayton noted that B. Winter will write an article on the old churches that do not exist.

C. Chrus stated that the articles should be done by next week in time for S. Blundell to prepare the newsletter for the Brooklin Spring Fair. C. Chrus informed the Committee that she could write an article on All Saints Anglican Church.

M. Clayton noted that she could write the article on the Brooklin United Church, as new information has surfaced through renovations on the steeple.

c. Designation

Heritage Register

M. Clayton said that a Sub-Committee will be set up to meet once a week at the archives and use the three criteria under the Ontario Regulation 9/06 of the Ontario Heritage Act to explain why these buildings are on the inventory. B. Winter will be consulted to see if there is a historical event or person attached with the properties.

B. Winter noted that he is available for these meeting on Thursday nights or Mondays and Fridays.

L. Jeffreys, V. Santamaura, J. Ecker, P. McPherson and M. Clayton noted that they are interested in this Sub-Committee.

M. Clayton noted that the meeting would be once per week at 7pm on Thursday evenings throughout the summer starting on June 3rd.

M. Clayton noted that the name of the site will be recorded,

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marking what criteria of the guidelines it falls under with an explanation as to why it is significant. As this task progressed, the Sub-Committee can decide how often they need to meet.

J. Ecker noted that he is not available until June 24th.

M. Clayton noted that the other members who may be interested in attending are more than welcome to join the meetings.

C. Chrus noted that this project will continue into the fall and the register will need to be approved by Council. C. Chrus added that once the list is developed there should be a public information meeting for these owners to let them know they are on the list.

Station Gallery

C. Chrus noted that the roof is going to be replaced at the Station Gallery. C. Chrus provided samples of the shingle which are a Forest Green colour. Staff will also be looking at repairing the three decorative finials on the building. The finials will be welded and painted Forest / Hunter Green. The mail bag holder is also in need of improvement and there are plans to remove it and repair / replace as required.

B. Winter noted that the mail would be hung out in a bag where the train could grab the mail as the train went by.

R. McDonnell noted that the mail bag holder is made of wood.

P. McPherson asked if the finials are being replaced or repaired.

C. Chrus noted that they are being repaired.

V. Santamaura asked if the finials are a part of the roofing contract.

R. McDonnell noted that they would be taken off the roof by a

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roofer and evaluated. The finials would either be repaired or a replica will be made.

B. Winter noted that the original roof may have been cedar.

J. Leguerrier thought the roof may have been made of slate.

B. Winter showed the Committee photos of the Station Gallery from 1906.

R. McDonnell noted that the 1906 photo did not have the mail bag holder.

J. Leguerrier questioned whether this was a mail bag holder or a light / signal changer for the tracks.

B. Winter noted that tracks were twined the year before the station was built.

V. Santamaura asked if the patterns on the original roof could be echoed in the Queen Anne style, through two colours of asphalt shingle. A tawny, brown, or red colour may replicate this pattern. Fishtail cut to the shingle would be common for this style.

C. Chrus noted that the grey colour in the new part of the building may tie in better with having a grey shingles.

M. Clayton said that the paint on the building is a pale grey-green.

V. Santamaura recommended that the base colour be approved as Forest Green and there should be a decorative banding of Dual Grey in the banding pattern similar to photo of 1906 on the cones and the roof as originally done.

J. Ecker stated he was not supportive of the two-tone style.

M. Clayton proposed that the motion will be to recreate the

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original roofing banding as per the 1906 photo, or motion to pass the Forest Green shingles with a consideration of banding. M. Clayton asked how the Committee should proceed with this motion.

C. Chrus noted that this project has a limited timeframe with completion expected over the summer.

V. Santamaura noted that this is a simple, cost effective way to restore charm of the station and it will make the building look more authentic with no difference to the cost.

C. Chrus noted that she would like to receive input from the Station Gallery staff on the two tone shingle idea.

Moved by: V. Santamaura

Seconded by: R. Edgell

“That LACAC Heritage Whitby recommends a base colour as Forest Green as presented and include a decorative banding of Dual Grey in the banding pattern similar to the photo of 1906 on the cones and the roof as originally done.”

CARRIED

V. Santamaura proposed that the finials be removed and repaired, and if not replicated and replaced.

R. McDonnell asked if there is any material not wanted to be used in replication.

L. Jeffreys asked what material they were made of.

R. McDonnell noted they were aluminum and could be painted Forrest Green.

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Moved by: V. Santamaura
Seconded by: P. McPherson

“That LACAC Heritage Whitby recommends the finials located on the roof of the Station Gallery building be removed and repaired and if that is not possible replicated and replaced.”

CARRIED

R. McDonnell said that the signal arm should be worked into the roofing to seal it. The signal arms could be put back on sometime in the future.

S. Gusterson noted same motion on finials could apply to the signal arm.

V. Santamaura stated that the signal arm will henceforth be called semaphore as that is the proper name for this device.

Moved by: S. Gusterson
Seconded by: P. McPherson

“That LACAC Heritage Whitby recommends that the existing semaphore structure inclusive of brackets and cables be removed and repaired and if that is not possible replicated and replaced.”

CARRIED

Cullen Central Park – Architectural Reports

C. Chrus noted that Martindale Planning Services in association with Barry-Bryan Associates Limited has been hired to conduct the cultural heritage assessment of the three Cullen buildings. The work should be completed by the end of May. There is a draft report going forward on the Official Plan Amendment of Cullen property to the May 17th meeting.

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P. McPherson asked if the Cullen houses can be opened up like Lynde House is to the public.

M. Clayton noted that these buildings are just an open space and there is not much historical / architectural detail to see. It will also depend on how many volunteers could be involved.

V. Santamaura noted that some visitors at the Doors Open Whitby event did inquire about the other Cullen heritage buildings.

360 Columbus Rd W

C. Chrus passed around a copy of the draft designation by-law for the Committee members to review. She stated that she will need to review the by-law with the owner again prior to bringing forward for Council's approval. She also recommended that updated photos of the interior features be taken.

V. Santamaura read out a portion of the draft designation by-law to the Committee.

Plaques for 75 Baldwin St & 4 Cassels Rd W

C. Chrus informed the Committee members that the plaques have come in and were on display for them to see.

M. Clayton asked if the date the property was designated was included on the plaque itself.

C. Chrus said yes.

R. McDonnell asked how the plaques will be given to the property owners.

C. Chrus wondered if a letter or presentation should be given to the owner upon receiving the plaque.

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J. Ecker noted that the photo of the plaque should be submitted to the paper.

C. Chrus wondered if a formal unveiling of the plaque presentation could be made at Harvest Festival.

M. Clayton stated that it would be up to the owner if they would like a formal presentation made.

C. Chrus noted she will give the owner their plaque.

R. McDonnell asked if the pole mounted plaque has been installed at 42 Cassels Road East.

C. Chrus wasn't sure if this has been completed but will follow up with the owner.

d. Brooklin Heritage Conservation District (HCD)

3 Cassels Road West

C. Chrus stated that this item was a briefing from staff on the status of the title search and did not require discussion or decisions from the Committee. M. Clayton did not need to leave the room for this part of the meeting.

L. Jeffreys noted that an abstract from the Land Registry Office was completed and provided to B. Winter.

B. Winter noted that William Lowe Smith lived at 3 Cassels Road West which meant there was a historical personage attached to the site.

M. Clayton noted that LACAC members should show a letter from the Ministry noting that they are a member of LACAC Heritage Whitby in order to complete their research without having to pay regular research fees.

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79 Baldwin Street

S. Gusterson noted that he will call the owner of Ross Windows.

Downtown Brooklin Walking Tour Brochure

R. McDonnell noted he attended the Brooklin Downtown Development Steering Committee (BDDSC) meeting and the Downtown Brooklin Business Association is interested in working with LACAC on further developing the walking tour brochure to include and expand the boxed window locations. There was a suggestion that part of the Harvest Festival include two guided tours.

M. Clayton noted that if the boxes were there it would be noted in the LACAC walking tour brochure.

B. Winter noted that most boxes are located downtown.

R. McDonnell said that there is a booklet published on each of the boxes, and the Downtown Association were looking for a shorter fold out pamphlet. The dialogue on the guided tour could come from this booklet and the pamphlet would be handed out to those taking part in the tour.

C. Chrus noted that Dave Stewart was hoping to meet up with B. Winter, L. Jeffreys and herself to discuss and review.

M. Clayton thought that the window box at the old funeral home had gone missing.

R. McDonnell noted that the research done for the Heritage District would be a great source to add other buildings to the walking tour.

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e. Demolition

601 Rossland Rd E (Courthouse)

M. Clayton informed the Committee that there is a demolition permit for the Courthouse building located at 601 Rossland Rd E.

B. Winter noted that it was built in 1963 and opened in 1964. There are important artefacts in the building (WWII memorial plaques, coat of arms from original courtroom and contents in the cornerstone). These artefacts should be retrieved if possible prior to demolition.

C. Chrus noted that the Clerk, Debi Wilcox, has been made aware of this information which she will pass onto the Clerk at the Region of Durham.

V. Santamaura noted that the Committee should write a letter or make a motion opposing the demolition of the building and urge the Region to find other uses for the building. It was built in a period of architectural development that was unique and reflective when architects were trying new forms and shapes. This building could be considered a valuable component in the future. It could be likened to Oshawa City Hall. V. Santamaura will provide some information on the significance of the architectural style of the building.

R. McDonnell noted that as a Committee they should keep in mind that the building may not be old, but 50 years in the future it will represent a particular era. This could be an adaptive reuse. R. McDonnell also agreed with V. Santamaura about writing a letter.

M. Clayton noted that she will draft a letter to be sent out to Mayor and Council noting their concerns and recommending that an adaptive re-use of the structure be looked into prior to demolition. It is hoped to be done by the end of the week.

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B. Winter noted that he has a pamphlet from the opening which included information about the architects.

f. Ongoing Applications

Stockworth Developments

C. Chrus stated that this item was a briefing from staff on the status of the application and did not require discussion or decisions from the Committee. V. Santamaura did not need to leave the room for this part of the meeting.

C. Chrus noted that staff plan on bringing forward a report on the Official Plan Amendment and the Zoning By-law Amendment to the June 14th Planning and Development Committee meeting. C. Chrus informed the Committee that she has received the Site Plan application and will circulate it to the Committee for comments for our next meeting.

6. Other Business

a. Report on Heritage Permit Folder

C. Chrus noted that she has been working on developing a Heritage Permit Application and folder system in the Town's AMANDA program. The goal is to assist staff with tracking changes to Heritage Properties (Part IV and V of the OHA). She will email a copy of the Heritage Permit Application form once it has been reviewed by the Director.

b. Doctor's Residence (700 Gordon St)

M. Clayton noted that the windows on the second floor are missing panes of glass. John Taylor has contacted the owner and the Town has acquired a Letter of Credit for this property.

S. Gusterson wondered how much time the owner will be given to repair the windows.

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C. Chrus noted that the building will be reused but the use has not been determined yet. C. Chrus will look in to how much time the owner has to repair the windows.

c. Ontario Heritage Conference

M. Clayton noted Christy sent out information about the conference. C. Chrus noted that Committee members can attend for only one day if they wish. No members of the Committee expressed an interest in attending.

d. Durham Region Historica Fair

M. Clayton noted that 150 students came through Lynde House, and students found particular interest in the photos of the old stores downtown.

e. 407 Invite

J. Ecker asked if people from the 407 Project Team could come back in the fall for another presentation about their litigation plans.

C. Chrus will follow up and invite them back to a meeting.

7. Correspondence

There was no correspondence for review.

8. Next Meeting

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

“The next meeting of the LACAC Heritage Whitby will be held on Tuesday June 8th, 2010 in Committee Room #1 at 7:00 p.m.”

CARRIED

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9. Adjournment

Moved by: P. McPherson
Seconded by: L. Jeffreys

“That this Meeting of the Town of Whitby LACAC Heritage
Whitby be adjourned”.

CARRIED