



**Heritage
Advisory Committee
Meeting Agenda**

Monday, November 4, 2019

7 p.m.

**Holland Room
Aurora Town Hall**

Public Release
October 25, 2019



**Town of Aurora
Heritage Advisory Committee
Meeting Agenda**

Date: Monday, November 4, 2019

Time and Location: 7 p.m., Holland Room, Aurora Town Hall

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

Heritage Advisory Committee Meeting Minutes of June 3, 2019

Recommended:

That the Heritage Advisory Committee meeting minutes of June 3, 2019, be received for information.

4. Delegations

5. Matters for Consideration

1. HAC19-005 – Doors Open Aurora 2019 – Event Summary Report

Recommended:

1. That Report No. HAC19-005 be received; and
2. That the Heritage Advisory Committee extend a thank you to the following individuals and groups for their support of Doors Open Aurora 2019:
 - (a) All site owners/operators;
 - (b) All volunteers and site staff;
 - (c) The Auroran newspaper; and
 - (d) The Mayor, Members of Council, and supporting Town staff.

2. HAC19-006 – Mitigation Tactics to Prevent Illegal Demolition of Listed Heritage Buildings

Recommended:

1. That Report No. HAC19-006 be received; and
2. That the comments and suggestions regarding Mitigation Tactics to Prevent Illegal Demolition of Listed Heritage Buildings be received and referred to staff for consideration and action as appropriate.

6. Informational Items

3. HAC19-004 – Approval of Heritage Permit HPA-19-05 under Delegated Authority

Recommended:

1. That Report No. HAC19-004 be received for information.

**4. Memorandum from Deputy Town Clerk
Re: Advisory Committee Chair Rotation**

Recommended:

1. That the memorandum regarding Advisory Committee Chair Rotation be received for information.

7. Adjournment



**Town of Aurora
Heritage Advisory Committee
Meeting Minutes**

Date:	Monday, June 3, 2019
Time and Location:	7 p.m., Holland Room, Aurora Town Hall
Committee Members:	Neil Asselin (Chair), John Green, Matthew Kinsella, Jeff Lanthier, Hoda Soliman, Councillor Sandra Humfryes, Mayor Tom Mrakas (ex-officio)
Members Absent:	Bob McRoberts (Vice Chair)
Other Attendees:	Robin McDougall, Director, Community Services, Adam Robb, Planner, Joseph Filice, Senior Student, Planning Services, and Ishita Soneji, Council/Committee Coordinator

The Chair called the meeting to order at 7 p.m.

1. Approval of the Agenda

Moved by John Green
Seconded by Matthew Kinsella

That the agenda as circulated by Legislative Services be approved with the following change that Item 4 be considered prior to Item 1.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

3. Receipt of the Minutes

Heritage Advisory Committee Meeting Minutes
Monday, June 3, 2019

Page 2 of 5

Heritage Advisory Committee Meeting Minutes of April 1, 2019

Moved by John Green

Seconded by Jeff Lanthier

That the Heritage Advisory Committee meeting minutes of April 1, 2019, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. HAC19-005 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 84 Mosley Street East

Staff provided a brief overview of the report and noted that the conceptual site plan to replace the existing building would be subject to site plan control as the property is located in the Town Park Stable Neighbourhood. The Committee and staff discussed about the heritage and contextual value of the existing property.

Moved by Councillor Humfryes

Seconded by Matthew Kinsella

1. That Report No. HAC19-005 be received; and
2. That the comments from the Heritage Advisory Committee regarding the following recommendations be incorporated into a report to General Committee:
 - (a) That the property located at 84 Mosley Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest; and

Heritage Advisory Committee Meeting Minutes
Monday, June 3, 2019

Page 3 of 5

- (b) That prior to the issuance of a Building Permit, future building elevations be subject to review by Planning staff and/or the Design Review Panel to ensure the sympathetic design of any replacement building.

Carried

2. HAC19-006 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 11 Irwin Avenue

Staff provided a brief overview of the report and background of the subject property and noted that a cultural heritage assessment was conducted on the property and that all future conceptual site plans would be subject to Design Review Panel review.

The Committee and staff discussed about the parameters of the heritage building evaluation. The Committee inquired about materials to be considered and the total size of the proposed new building and staff provided clarifications.

**Moved by Matthew Kinsella
Seconded by Jeff Lanthier**

1. That Report No. HAC19-006 be received; and
2. That the comments from the Heritage Advisory Committee regarding the following recommendations be incorporated into a report to General Committee:
 - (a) That the property located at 11 Irwin Avenue be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest; and
 - (b) That prior to the issuance of a Building Permit, future building elevations be subject to review by Planning staff and/or the Design Review Panel to ensure the sympathetic design of any replacement building.

Carried

Heritage Advisory Committee Meeting Minutes
Monday, June 3, 2019

Page 4 of 5

6. Informational Items

3. Memorandum from Heritage Planner Re: Heritage Updates

Staff provided a brief overview of the memorandum and highlighted the details of various topics. The Committee and staff discussed about the process of the comprehensive review of all properties on the Heritage Registrar, implementation process of the Heritage Recognition Awards, enforcement process of unlawful demolition, and parameters of the contributions made to the Heritage Reserve Fund.

The Committee sought clarification on the merits of designation of properties that are listed versus those with a commemorative plaque, and staff provided clarification. It was suggested that an education program for residents on heritage designations could be developed as part of the comprehensive review process.

**Moved by Jeff Lanthier
Seconded by Councillor Humfryes**

1. That the memorandum regarding Heritage Updates be received for information.

Carried

4. Memorandum from Director of Community Services Re: Library Square Design

The Committee consented to consider Item 4 prior to the consideration of Item 1.

Mr. Roland Rom Colthoff and Mr. Thomas Nemeskari, RAW Design, Mr. David Leinster, The Planning Partnership, Mr. Philip Evans, ERA Architects were present to provide an update on the Library Square Design. They spoke to the updated features of the design including the café and the linkage between the new addition and the Library, properties of proposed building materials to be used for the interior and exterior of the building and the massing of the building veil, shadow studies, alterations to School House interior to serve code/life-

Heritage Advisory Committee Meeting Minutes
Monday, June 3, 2019

Page 5 of 5

safety requirements, and means of tree protection during the construction process.

**Moved by Jeff Lanthier
Seconded by Hoda Soliman**

That the consultants' presentation be received for information.

Carried

The Committee and staff discussed about the various design elements, proposed materials, the timeline of the Library Square project thus far including the collaborative process in developing a design that captures the authenticity of the heritage value of existing structures and maintaining the design of the addition sympathetic to the existing building, and the next steps of the project. Staff noted that the comments of the Committee will be incorporated in a report to General Committee in July 2019.

**Moved by Jeff Lanthier
Seconded by John Green**

1. That the memorandum regarding Library Square Design be received; and
2. That the comments and suggestions regarding the Library Square Design be received and referred to staff for consideration and action as appropriate.

Carried

7. Adjournment

**Moved by Councillor Humfryes
Seconded by Hoda Soliman**

That the meeting be adjourned at 9:06 p.m.

Carried



**Town of Aurora
Heritage Advisory Committee Report No. HAC19-005**

Subject: Doors Open Aurora 2019 – Event Summary Report
Prepared by: Joseph Filice, Senior Student, Planning
Carlson Tsang, Planner
Department: Planning and Development Services
Date: November 4, 2019

Recommendation

- 1. That Report No. HAC19-005 be received; and**
- 2. That the Heritage Advisory Committee extend a thank you to the following individuals and groups for their support of Doors Open Aurora 2019:**
 - a. All site owners/operators;**
 - b. All volunteers and site staff;**
 - c. The Auroran newspaper;**
 - d. The Mayor, Members of Council, and supporting Town staff.**

Executive Summary

The purpose of this report is to provide the Heritage Advisory Committee with a summary of the Doors Open Aurora 2019 event, which took place on Saturday, August 17, 2019 and to seek Council authorization for registration of the 2020 Doors Open Aurora event with the Ontario Heritage Trust.

- The Town of Aurora held its 14th annual Doors Open Aurora event on August 17, 2019 from 10 a.m. to 4 p.m., which attracted over 2,500 site visitors to 14 participating sites and walking tours.
- The most used methods to gain awareness of the Doors Open Aurora event were through the Doors Open Ontario brochure and local newspaper articles.
- The event was advertised through printed material, radio interviews, newspaper articles, public/community engagement at the Aurora Farmers' Market and Artisan Fair, social media and website pages.

Background

The Town of Aurora held its 14th annual Doors Open Aurora event on August 17, 2019 from 10 a.m. to 4 p.m., with visitors touring sites of local, natural, historic or architectural significance. Doors Open Aurora is part of the Doors Open Ontario event, which has been hosted by the Ontario Heritage Trust since 2002.

Doors Open Aurora 2019 Participating Sites

The Aurora Farmers' Market and Artisan Fair located in Town Park served as the Doors Open Aurora headquarters from 8 a.m. to 4 p.m. At this location, visitors were able to pick up printed materials such as the Doors Open Aurora 2019 Brochure.

The following 14 sites participated in Doors Open Aurora 2019:

- Hillary House and Koffler Museum of Medicine, 15372 Yonge Street
- Hillary House Barn, 15372 Yonge Street
- The Patrick House Art Studio & Gallery, 58 Temperance Street
- Aurora Borealis Orthodontics, 15185 Yonge Street
- Pine Orchard Quaker Meeting House, 15114 Yonge Street
- Theatre Aurora, 150 Henderson Drive
- Aurora Public Library, 15145 Yonge Street
- Church Street School/Aurora Cultural Centre, 22 Church Street
- Scarborough Model Railroaders, 22 Church Street
- Victoria Hall, 27 Mosley Street
- The Rising Sun Masonic Lodge, 57 Mosley Street
- The Aurora Farmers' Market and Artisan Fair, Town Park, 49 Wells Street
- Harmony, Heritage and Haunts Walking Tour, 49 Wells Street (Town Park)
- Merlin's Hollow, 181 Centre Crescent

November 4, 2019

Page 3 of 13

Report No. HAC19-005

The Aurora Borealis Orthodontics and Harmony, Heritage and Haunts Walking Tour were new participating sites for Doors Open Aurora.

Returning community favourites to Doors Open Aurora included the Hillary House and Koffler Museum of Medicine, Aurora Public Library, the Church Street School, Scarborough Model Railroaders, The Patrick House Art Studio & Gallery, Victoria Hall, The Rising Sun Masonic Lodge, Aurora Farmers' Market and Artisan Fair, and Merlin's Hollow.

Doors Open Aurora 2019 Volunteers

Preparation for and execution of the Doors Open Aurora 2019 event involved Site Operators, Town staff and community volunteers. These individuals dedicated their time and efforts to make Doors Open Aurora 2019 a success. Their efforts in helping to encourage the appreciation for sites of local, natural, historic and architectural significance are greatly appreciated.

Analysis

Participating Sites and Site Visits

This year, there were 14 participating sites, of which the Hilary House and Koffler Musuem Medicine, Aurora Public Library, Church Street School and Merlins Hollow received the most visitors.

Over 2,500 site visits were recorded amongst the 14 participating Doors Open Aurora 2019 sites, representing a decrease of about 500 visitors from the 2018 event. The decrease in site visits is likely due to the poor weather that day. A significant amount of rain occurred during the morning hours of the event, which translated to the decrease in site visits form last year. Many people decided not to visit or travel the sites, which were located outdoors.

Visitor's Survey

The Town distributed surveys to each participating site of Doors Open Aurora 2019 to obtain visitors' feedback for the event. Key questions included whether the visitor was a

resident of Aurora or from another community, and how they heard about the Doors Open Aurora 2019 event. Results of the surveys show that most visitors were Aurora residents, with a small number of visitors from other municipalities within the Greater Toronto Area. Most of the visitors learned about the event from the brochures.

Signage

Doors Open signage is routinely posted on the day of the event. Each site displays a Doors Open Aurora sign with a corresponding number to the map guide contained in the Doors Open Aurora 2019 brochure. Additionally, for sites which are not in easily accessible locations, directional arrow signs were provided. The signs provide greater visibility and acknowledge that the site is participating in the Doors Open Aurora event.

T-Shirts

Each Doors Open Aurora volunteer received a free t-shirt displaying the Doors Open Aurora logo. These t-shirts make volunteers easily identifiable to visitors and are a way of thanking volunteers. It is recommended that the Committee continue to support this expense for future Doors Open Aurora events.

Financial Implications

A total of \$3,195.00 was spent to facilitate the Doors Open Aurora 2019 event, which included a registration fee paid to the Ontario Heritage Trust for the Doors Open Aurora 2019 event, t-shirts with the Doors Open Aurora logo, brochures for each participating Doors Open Aurora 2019 site, and brochures containing a Map Guide with brief information about each Doors Open Aurora site.

A registration fee of \$1,695.00 (including applicable taxes) will be required to register for the Doors Open Aurora 2020 event with the Ontario Heritage Trust.

It is recommended that the HAC Committee support Staff's recommendation to Council to authorize the registration of the 2020 Doors Open Aurora event and related expenditures estimated at \$3,195.00, plus applicable taxes.

November 4, 2019

Page 5 of 13

Report No. HAC19-005

Communications Considerations

No external communication is required as a result of this Report.

Advertising Materials

Printed materials for the event included a brochure for the whole event, individual signage for each participating site, posters and display boards for each participating site. It is recommended that the Committee continue to advise Town staff in advertising through social media, the Town of Aurora website, public/community engagement at the Aurora Farmers' Market and Artisan Fair and to work in co-operation with local news media. Additionally, it is recommended that the Committee continue to advise Town staff in ordering printed materials for future Doors Open Aurora events.

Furthermore, it is recommended that a brochure for the whole event, individual brochures for each participating site, and display boards for each participating site be prepared a minimum of two weeks in advance of the event so that each Doors Open site has the opportunity to promote themselves with the advertising materials provided.

Newspaper Articles

Articles were published in the Auran for several weeks leading up to the Doors Open Aurora 2019 event to raise community awareness for the event.

Social Media

The Doors Open Aurora event was featured on the Town of Aurora Twitter and Facebook pages for several weeks leading up to the event.

Websites

The Doors Open Aurora event was featured on the Town of Aurora website (<http://www.aurora.ca/doorsopen>), which included a Virtual Tour map to provide an interactive experience for visitors to the Town's Doors Open Aurora website. The Doors Open Aurora event was also featured on Doors Open Ontario website (<http://www.doorsopenontario.on.ca/Events/Aurora.aspx>).

November 4, 2019

Page 6 of 13

Report No. HAC19-005

Public/Community Engagement

To increase the number of Doors Open Aurora site visitors, Town staff set up a booth at the Aurora Farmers' Market and Artisan Fair on the week leading up to the event, on Saturday, August 10, 2019. The booth displayed Doors Open Aurora and Doors Open Ontario Signage as well as a Map Guide for the participating sites of Doors Open Aurora 2019. Town staff also handed out Doors Open Aurora brochures.

Link to Strategic Plan

The conservation of heritage resources supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through its accomplishment in satisfying requirements in objective Celebrating and Promoting our Culture.

Alternative(s) to the Recommendation

None.

Conclusions

The Town of Aurora held its 14th annual Doors Open Aurora event on August 17, 2019 from 10 a.m. to 4 p.m., which attracted over 2,500 site visits to 14 participating sites. The majority of visitors to the Doors Open Aurora event were from outside of Aurora. The most used method to gain awareness of the Doors Open Aurora event was through the Doors Open Ontario brochure and local newspaper articles.

Doors Open Aurora continues to create local awareness of local sites of natural, architectural and historical significance. Additionally, the event encourages community spirit, local tourism and economic development and stimulates the arts and culture community. It is recommended that the Town of Aurora continue to participate in Doors Open Ontario 2020 and that staff be directed to prepare for the 2020 event.

Attachments

Attachment 1 - Doors Open Aurora 2019 - Recorded Site Visits

November 4, 2019

Page 7 of 13

Report No. HAC19-005

Attachment 2 - Doors Open Aurora 2019 Event Photographs

Previous Reports

None.

Pre-submission Review

Agenda Management Meeting review on October 16, 2019.

Departmental Approval



**David Waters, MCIP, RPP, PLE
Director
Planning and Development Services**

Attachment 1 – Doors Open Aurora 2019 Recorded Site Visit

Site #	Site Name	Address	Site Visits
1	Hilary House and Koffler Museum of Medicine	15372 Yonge Street	210
2	Hilary House Barn	15372 Yonge Street	180
3	The Patrick House Art Studio and Gallery	58 Temperance Street	112
4	Aurora Borealis Orthodontics	15185 Yonge Street	150
5	Pine Orchard Quaker Meeting House	15114 Yonge Street	101
6	Theatre Aurora	150 Henderson Drive	30
7	Aurora Public Library	15145 Yonge Street	300
8	Church Street School	22 Church Street	385
9	Scarborough Model Railroaders	22 Church Street	385
10	Victoria Hall	27 Mosley Street	134
11	The Rising Sun Masonic Lodge	57 Mosley Street	198
12	Aurora's Farmers Market and Artisan Fair	49 Well Street (Town Park)	135
13	Harmony, Heritage, and Haunts Walking Tour	49 Well Street (Town Park)	50
14	Merlin's Hollow	181 Centre Crescent	310
Total			2680

Attachment 2- Doors Open Aurora 2019 Event Photograph

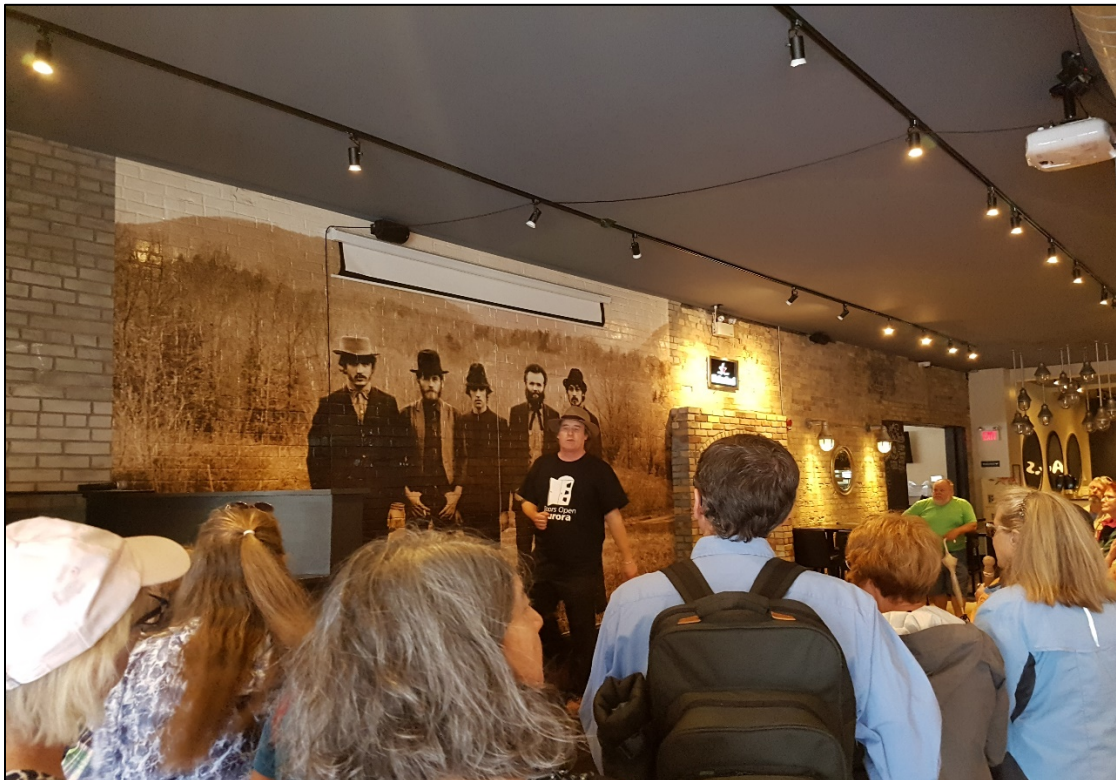
The Patrick House Art Studio and Gallery



Hillary House and Koffler Museum Medicine



Harmony, Heritage and Haunts Walking Tour



Merlins Hollow



The Rising Sun Masonic Lodge





Town of Aurora

Heritage Advisory Committee Report

No. HAC19-006

Subject: Mitigation Tactics to Prevent Illegal Demolition of Listed Heritage Buildings

Prepared by: Carlson Tsang, Planner

Department: Planning and Development Services

Date: November 4, 2019

Recommendation

- 1. That Report No. HAC19-006 be received for information; and**
- 2. That the Heritage Advisory Committee provide comments on this report and the following recommendations to Council:**
 - a. That Staff be authorized to collect a deposit in the amount of \$10,000 as security when an owner applies for a demolition permit for a listed heritage property;**
 - b. That the deposit only be returned to the owner after the requirements of the Ontario Heritage Act have been completed in respect of the proposed demolition; and,**
 - c. That Staff be authorized and directed to do all things necessary to give effect to this resolution.**

Executive Summary

Staff were directed by Council at its meeting on May 14, 2019 to report an approach to strengthen the protection of the Town's listed heritage properties. The purpose of this report is to discuss mitigation tactics that can be implemented by the Town to prevent unlawful demolition of listed heritage buildings. Listed properties are more prone to unlawful demolition because they are not subject to full protection under the *Ontario Heritage Act*. Staff are proposing the following strategies:

November 4, 2019

Page 2 of 7

Report No. HAC19-006

- When owners apply for a permit to demolish a building on a listed property, the Building Division would hold a deposit for \$10,000 as security until Council makes a decision on the application.
- A capital budget request was made for a comprehensive review of the Town's Register of Properties of Cultural Heritage Value or Interest. This project will assist the Town in identifying those listed properties of significant heritage value so they can be designated for increased protection under the Ontario Heritage Act and the Town's Heritage Property Standard By-law.

Background

The *Ontario Heritage Act* gives municipalities the authority to maintain a register that contains properties of significant heritage value. This record is known as the Register of Properties of Cultural Heritage Value or Interest. Keeping a register allows a municipality to keep track of its cultural heritage resources and appropriately plan for their conservation. The Town of Aurora's register currently contains 48 individually designated properties, 148 properties within the Northeast Old Aurora Heritage Conservation District, and 413 non-designated properties (commonly known as "Listed") that been identified as being of potential cultural heritage value or interest.

Existing Demolition Control Regulations for Heritage Properties

Under the *Building Code Act, 1992*, a permit is required to demolish an existing building or structure greater than 10 m² (107.63 ft²). The Chief Building Official will not issue a permit unless the applicant complies with the *Building Code Act, 1992* and specific applicable laws including the following sections of the Ontario Heritage Act:

Section 34 and 42 of the *Ontario Heritage Act* with respect to the consent of the Council for the demolition of a building on an individually designated property (Part IV) or within a Heritage Conservation District (Part V)

Any building or structure on a designated property or within a Heritage Conservation District shall not be demolished unless the owner receives written consent from Council. The submission of a heritage application is required to initiate the process. A Heritage Impact Assessment will be required to support the demolition. The application will be considered by Council in consultation with the Heritage Advisory Committee. Council must issue a decision

November 4, 2019

Page 3 of 7

Report No. HAC19-006

within 90 days of receiving the request, or else Council will be deemed to have consented to the demolition.

Section 27 (3) of the *Ontario Heritage Act* with respect to the permit given by Council for the demolition of building on an listed property on the register

Listed properties are subject to interim protection where owners are required to provide the Town at least 60-day notice in writing of their intention to demolish or remove a building or structure on the property. The notice period allows Council to determine, in consultation with the Heritage Advisory Committee, whether the building is worthy of designation based on the prescribed criteria outlined in the *Ontario Heritage Act*.

If Council deems the property not worthy of designation, the property will be removed from the heritage register which enables the Building Division to issue a demolition permit provided all the other requirements under the Building Code have been satisfied. If Council determines that the property is worthy of designation, the demolition request would be denied. Council would then begin the process under the *Ontario Heritage Act* to designate the property for its long term protection.

Illegal Demolition of Heritage Buildings in Ontario

According to a study prepared by the Architectural Conservancy of Ontario, Community Heritage Ontario and the Ontario Heritage Foundation, titled “The Loss of Heritage Properties in Ontario”, Ontario communities continue to lose significant number of heritage buildings. Since 1985, 433 buildings have been lost in a sample of 22 communities including Toronto, Richmond Hill and Waterloo. In these 22 communities, designated buildings make up 13% of the lost heritage buildings, while listed buildings make up 65% of the losses. Listed heritage properties are more prone to illegal demolition because they are subject to less protection under the *Ontario Heritage Act*. Many municipalities are beginning to acknowledge the situation and are taking appropriate action to protect their heritage resources.

Council also recognizes the importance to protect non-designated properties of potential heritage value. At the Council Meeting on May 14, 2019, Council directed staff to review tactics to prevent illegal demolition of listed heritage buildings and appropriately penalize offenders.

November 4, 2019

Page 4 of 7

Report No. HAC19-006

Analysis

When owners apply for a permit to demolish a building on a listed property, the Town would hold a deposit as security until Council makes a decision on the application.

Staff recommend that the Building Division collect a substantial deposit as a requirement for a complete application when owners apply for a demolition permit for a listed property. Staff are proposing the deposit to be in the amount of \$10,000 as this would be the approximate cost of the fine that the court would normally impose on someone who is convicted of contravening the *Ontario Heritage Act* for demolishing a heritage building without Council's consent.

The deposit would serve as security during the 60-day review period. If the building is demolished before Council renders a decision on the demolition request, the deposit would be forfeited to the Town. The money would be deposited to the Town's Heritage Reserve to fund the expenditures of heritage improvement programs and restoration projects.

If Council determines the property does not meet the Provincial criteria for heritage designation and thereby approves the demolition request, the Building Division would release the deposit to the Owner and issue the demolition permit. If Council determines that the property is deemed worthy of heritage designation, the demolition request would be denied and Staff would then begin the process to designate the property. The deposit would be returned to the Owner after the designation process is complete in accordance with the Ontario Heritage Act requirements.

A capital budget request was made for a comprehensive review of the Town's Register of Properties of Cultural Heritage Value or Interest. This project will assist the Town in identifying those listed properties of significant heritage value so they can be designated for increased protection under the Ontario Heritage Act and the Town's Heritage Property Standard By-law.

A project was included in the 2020 capital budget request for the procurement of consultant services to undertake a comprehensive heritage assessment of all listed heritage properties in the Town's Register of Properties of Cultural Heritage Value or Interest. This project will identify those properties that are worthy of designation for greater degree of protection through the following:

- **Heritage Designation By-law**

A municipal by-law will be registered on title of the property to give effect to the designation which provides strong protection against demolition and unsympathetic alteration. The By-law will also identify the attributes or features that contributes to the property's cultural heritage value. Any alteration that is likely to affect the property's heritage attributes will require Council's approval through the heritage permit process in accordance with Section 29 of the *Ontario Heritage Act*.

- **Heritage Property Standard By-law 5489-13**

Designated properties are protected by the Town's Heritage Property Standard By-law 5489-13, as authorized under Section 35.3 and 45.1 of the *Ontario Heritage Act*. The By-law prescribes minimum standards to maintain the heritage attributes of designated properties or properties situated in a Heritage Conservation District.

The Town does not have permission under the *Ontario Heritage Act* to include provisions in the Heritage Property Standard By-law to protect listed properties.

- **Heritage Easement Agreement**

The *Ontario Heritage Act* empowers municipalities to enter into easements with owners of designated properties for increased protection of buildings of historic or architectural value or interest. When an owner signs an easement, the owner agrees to maintain the property to a recognized preservation standard. This agreement is registered on title and allows the owner of the property to ensure its preservation while retaining possession and use of the property. This protection cannot be revoked except by mutual consent of both parties.

- **Severe Penalty under the *Ontario Heritage Act***

Section 69 of the *Ontario Heritage Act* allows for imposition of a fine of up to \$1,000,000 for any person found illegally demolishing a building or structure on a designated property. This amount recognizes that illegal demolition of designated heritage resources is one of the most serious offences under the *Ontario Heritage Act*. Provision is also made for municipalities to recover the cost of restoring illegally altered buildings or structure on a designated property.

Legal Considerations

Legal considerations are throughout the report.

Financial Implications

A project has been included in the draft 2020 capital budget for the procurement of consultant services to undertake a comprehensive heritage assessment of all listed heritage properties in the Town's register at a total estimated cost of \$100,000.

Communications Considerations

Future consideration by Council to pursue designation of properties under Part IV or V of the *Ontario Heritage Act* will require the Town Clerk to publish and serve Council's Notice of Intention to Designate as per requirements of the *Ontario Heritage Act*, including notice in the local newspaper.

Link to Strategic Plan

The conservation of heritage resources supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through its accomplishment in satisfying requirements in objective Celebrating and Promoting our Culture.

Alternative(s) to the Recommendation

None.

Conclusions

There are more than 400 properties in the Town's register that have been identified as being of potential cultural heritage value or interest. However, those listed properties that are worthy of designation are not fully protected by the *Ontario Heritage Act* and are more prone to illegal demolition or inappropriate alteration. At the Council Meeting on May 14, 2019, Staff were directed by Council to review mitigation tactics to strengthen protection for the listed properties. Staff are proposing two strategies, which includes holding financial securities for demolition permit and pursuing heritage designation for those listed properties of significant heritage value for greater degree of protection.

November 4, 2019

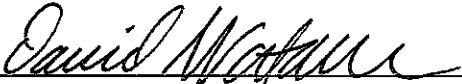
Page 7 of 7

Report No. HAC19-006

Pre-submission Review

Agenda Management Team Meeting review on October 16, 2019

Departmental Approval



**David Waters, MCIP, RPP, PLE
Director
Planning and Development Services**



**Town of Aurora
Heritage Advisory Committee Report No. HAC19-004**

Subject: Approval of Heritage Permit HPA-19-05 under Delegated Authority
Prepared by: Carlson Tsang, Planner
Department: Planning and Development Services
Date: November 4, 2019

Recommendation

1. That Report No. HAC19-004 be received for information.

Executive Summary

The purpose of this report is to present to the Heritage Advisory Committee the decision by the Planning Division under Delegated Authority per By-law 5365-11 to approve Heritage Permit Application HPA-19-05 to allow the construction of a deck at the south side of a heritage building on a designated property municipally known as 220 Old Yonge Street.

- It is the opinion of staff that the proposed work represents a minor alteration to the building and will not compromise the heritage character of the property.
- Planning Staff approved the application on September 27, 2019 under delegated authority per By-law 5365-11.
- Delegation By-law 5365-11 requires all decision made under delegated powers be reported to the Town's Heritage Advisory Committee for information purposes.

Background

Property Description

The subject property is located on the east side of Old Yonge Street, east of Yonge Street and south of St. John Sideroad East. The subject property contains a two-storey detached dwelling known as 'the Parteger House'. The building is a unique example of mid-19th Century rural architecture with a number of 20th Century modifications. The

original building was constructed circa 1875 by Thomas Parteger, who lived in the home from 1875 until 1892. The original building comprised of a single side gable roof, with three symmetrical bay windows on the first storey and a single pedimented dormer window at the mid-point of the second storey. The original main entrance was likely located at the northeast corner of the building.

In 1897, the property was sold to Joseph Cosford, a farmer and grand-son of Thomas Cosford. Joseph Cosford lived with his family in the home until 1936.

By the 1930's, the building doubled in size. The addition matched the gable roofline and pedimented dormer window style of the original structure. The addition was connected to the original structure with a cross gable join. The front entrance is located immediately behind the original structure on north side of the property. The home continued to serve as a farmhouse until the early 1950's when the land was subdivided.

In 1962, the lot containing the farmhouse was purchased by Metro Toronto. The house was converted into an emergency readiness centre in the event of a nuclear attack on Toronto. An underground bunker was constructed in the south lawn and the basement of the home was retrofitted in order to accommodate telecommunication lines, evacuation logistics, regional maps and emergency supplies. The property served as the readiness centre until 1976, thereafter being used as a training centre by the Toronto Emergency Task Force. By 1996, the subject lands were sold into private ownership and the property was converted back into a residential dwelling. The bunker and associated underground alterations to the home remains well preserved to this day.

The property was featured in the Ontario Doors Open event several times in the past where the operation room in the basement was opened for viewing which attracted over 600 visitors.

Heritage Designation

In 2016, Council passed By-law 5905-16 to designate 220 Old Yonge Street under Part IV of the Ontario Heritage Act. By-law 5095-16 identifies a number of elements that contribute to the heritage value of the property to be protected:

Exterior Elements

- Overall two (2) storey Ontario House structure and Ell Shape Design;
- Two (2) gable roofs and cross gable join;
- Brick Exterior Walls;
- All original window openings;
- Pediment dormers;
- 6/9 sash windows;
- Bunker entranceway; and
- Emergency exit structure located above the bunker.

Interior Elements

- Underground bunker and associated entranceways;
- Three-pane illuminated map of Metro Toronto;
- Emergency Water Tank; and
- Bell Telephone Sign.

Ontario Heritage Act

The *Ontario Heritage Act* provides municipalities the ability to protect significant Cultural Heritage Resources within its jurisdiction. Conservation measures under the *Ontario Heritage Act* are outlined in Section 33 of the *Act* as noted below:

No owner of property designated under section 29 shall alter the property or permit the alteration of the property if the alteration is likely to affect the property's heritage attributes, as set out in the description of the property's heritage attributes that was required to be served and registered under subsection 29 (6) or (14), as the case may be, unless the owner applies to the council of the municipality in which the property is situate and receives consent in writing to the alteration

Municipal processes within the Town of Aurora require the owner to submit a Heritage Permit application should a request to alter the property under Section 33 of the *Ontario Heritage Act* be requested by the owner. Approval of a Heritage Permit is provided either by Council or through staff via delegation By-law 5365-11.

Heritage Permit Application

On September 11, 2019, the owner submitted a Heritage Permit application (File HPA-19-05) to allow the construction of a 20 m² (215.27 ft²) second-level deck at the south side of the building. Detailed drawings are attached as Attachment No. 1.

Analysis

Comments

The proposed deck will be built in the recessed area above the bunker entrance so that it will be appropriately contained within the main footprint of the building. The overall style of the deck is considered compatible with the heritage character of the building. The proposed work is not anticipated to compromise the heritage attributes identified in the designation by-law. It is Staff's opinion that the proposed deck represents an acceptable alteration to the building and will not generate any adverse impact on the heritage integrity of the property.

Status

The application was approved by the Planning Division on September 27, 2019 under delegated authority as per By-law 5365-11. Delegation By-law 5365-11 requires all decision made under delegated powers be reported to the Town's Heritage Advisory Committee for information purposes.

Financial Implications

None.

Communications Considerations

None.

Link to Strategic Plan

The conservation of heritage resources supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through its accomplishment in satisfying requirements in objective Celebrating and Promoting our Culture.

Alternatives to the Recommendation

None.

Conclusions

Staff are of the opinion that the proposed work represents a minor alteration to the building and will not compromise the heritage character of the subject property. Heritage permit application HPA-19-05 was approved by Planning Staff under By-law 5365-11, being a By-law to delegate certain assigned Council authority under the Ontario Heritage Act regarding the power to consent to alterations of designated heritage properties. The delegated authority contributes to achieving excellence in managing and delivering quality services in an efficient and expeditious manner.

ATTACHMENTS

Attachment # 1 – Location Map

Attachment # 2 – Drawings

Attachment # 3 – Heritage Inventory Information Sheet

Attachment # 4 – Photos

Pre-submission Review

Agenda Management Team Meeting review on October 16, 2019.

November 4, 2019

Page 6 of 6

Report No. HAC19-004

Departmental Approval

A handwritten signature in cursive script that reads "David Waters". The signature is written in black ink and is positioned above a horizontal line.

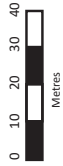
**David Waters, MCIP, RPP, PLE
Director
Planning and Development Services**



LOCATION MAP

APPLICANT: CONAN LEAR
 LOCATION: 220 OLD YONGE STREET
 FILE: HPA-2019-05
 ATTACHMENT 1

SUBJECT LANDS



The undersigned has reviewed and takes responsibility for this design, and has the qualifications information required under 2.2 of the Building Code.	DATE	
	DESIGNED	
KEVIN JAKE LOCKE SIGNATURE 10/02/2019 KBK STUDIOS INC. FIRM	DATE	
ALL DRAWINGS ARE THE PROPERTY OF KBK STUDIOS AND THEY ARE NOT TO BE REPRODUCED OR USED IN PART WITHOUT WRITTEN CONSENT FROM KBK STUDIOS.	DATE	
CONSTRUCTION CHECKS AND BEFORE COMMENCING WORK DISCREPANCIES TO THE ENGINEER OR KBK STUDIOS.	DATE	
ALL CONSTRUCTION TO BE DONE IN ACCORDANCE WITH THE ZONING BY-LAW AND THE ZONING BY-LAW CODE.	DATE	
ENGINEERING DESIGN AND PLANNING KBK STUDIOS 1 (647) 467-3210 800-203-7010 INFO@KBKSTUDIOS.CA	DATE	
PROJECT 220 OLD YONGE ST. AURORA, ON	DATE	
DRAWING SITE PLAN	DATE	
DRAWN PROJECT NO. DATE AUG 29, 2019 SCALE 1:1717 1: 400 CHECKED DATE	DATE	
A1.0	DATE	

220 OLD YONGE ST.
AURORA, ON

KBK STUDIOS INC. | 500-203-7010
INFO@KBKSTUDIOS.CA

GENERAL NOTES

- CONTRACTOR MUST VISIT SITE TO FAMILIARIZE WITH EXISTING CONDITIONS BEFORE QUOTING FOR THE JOB. ALL EXISTING MEMBER SIZES, ELEVATIONS, AND DIMENSIONS ON SITE PRIOR TO COMMENCING ANY WORKS.
- REPORT ANY DISCREPANCIES TO ENGINEER IMMEDIATELY FOR ADVISE.
- CONTRACTOR TO SUBMIT DETAIL SHOP DRAWINGS PRIOR TO FABRICATION.
- CONTRACTOR TO VERIFY ALL DIMENSIONS AND LEVELS ON SITE.
- DIMENSIONS MARKED ON STRUCTURAL DRAWINGS ARE FOR DESIGN ONLY. CONTRACTOR IS REQUIRED TO FOLLOW MEASURE ALL DIMENSIONS, LEVELS & CONDITIONS ON SITE.
- DISCREPANCY BETWEEN STRUCTURAL & ON SITE CONDITIONS MUST BE BROUGHT TO THE ATTENTION OF ENGINEER & OWNER PRIOR TO COMMENCING ANY CONSTRUCTION AND FABRICATION.
- THESE NOTES AND ALL NOTES ARE PART OF THE WHOLE APPLICATION.
- CONTRACTOR(S) MUST GO THROUGH NOTES AND TREAT ALL DRAWINGS AS PART OF ONE APPLICATION.
- PRIOR TO THE REMOVAL OF ANY INTERIOR WALLS, VERIFY THE CONSTRUCTION AND SUPPORT REQUIREMENTS OF THE CEILING JOISTS OR BOTTOM CHORDS OF ROOF TRUSSES (ABOVE). IF CEILING JOISTS BEAR ON INTERIOR WALLS, METHOD AND DESIGN OF SUPPORT FOR THE CEILING AREA TO BE PROVIDED TO INSPECTOR ON SITE FOR APPROVAL.

Attachment 2

**SITE PLAN
NOT BASED ON ONTARIO
LAND SURVEY**

KEY MAP

The undersigned has reviewed and takes responsibility for this design, and has the qualifications and needs that are set out in the Ontario Building Code to a designer. I warrant under 2.4 of the Building Code that the design complies with the Ontario Building Code.

JAKE LOOKKE
 ENGINEER
 K&K STUDIOS INC.
 4445A
 104022
 BCIN

NO.	ISSUED	DATE

GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

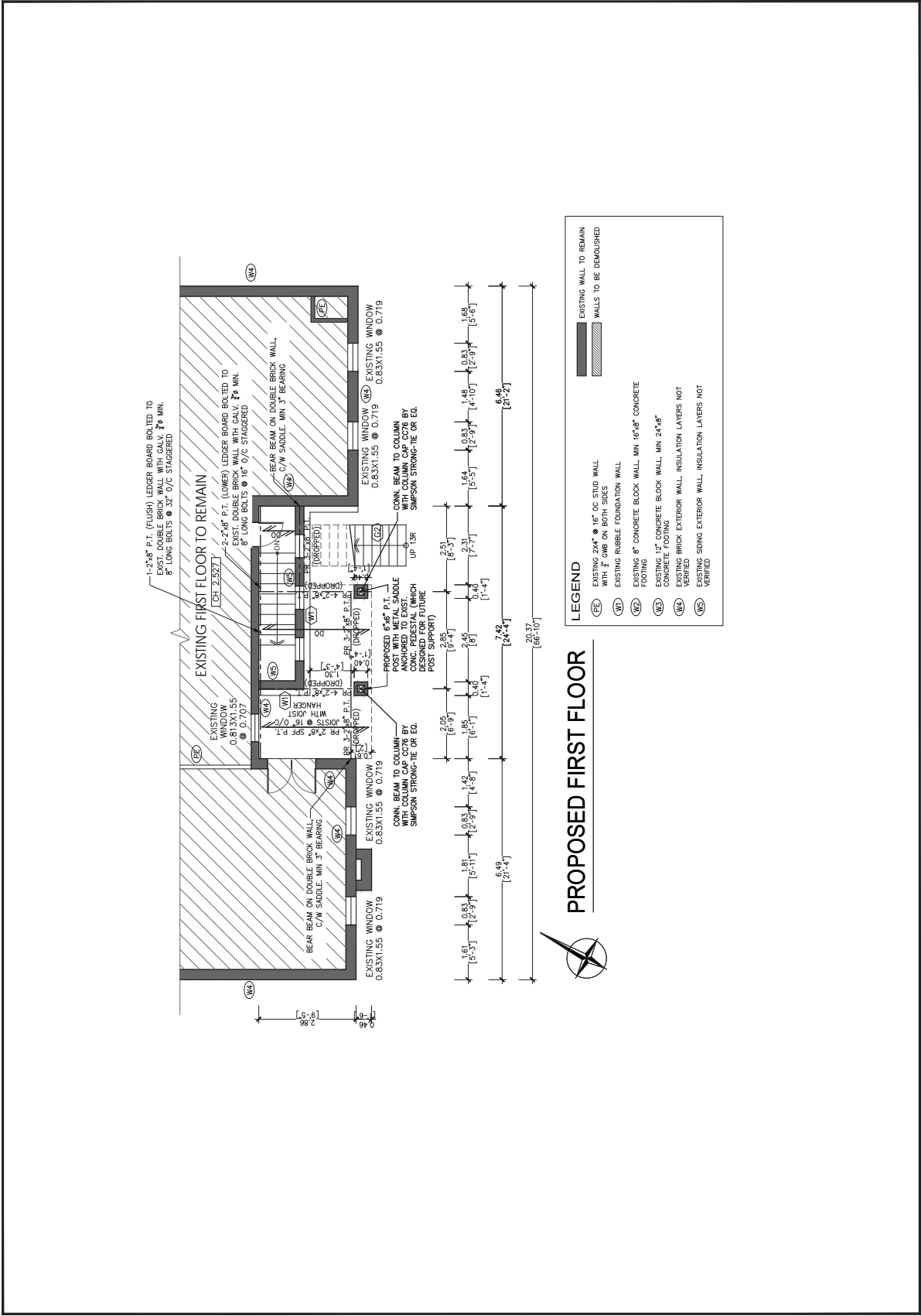
10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.



KBK STUDIOS
 ENGINEERING DESIGN
 AND PLANNING
 T: (416) 367-3370
 8005 MIDLAND AVE.
 #100 MARKHAM, ONTARIO
 L3R 9V7
 INFO@KBKSTUDIOS.CA

PROJECT
 220 OLD YONGE ST.
 AURORA, ON

DRAWING	
PROPOSED FIRST FLOOR	
DATE	NO.
AUG 29, 2019	A3.1
PLOTTED DATE	DRAWING NO.
AUG 29, 2019	A3.1
SCALE	1:100
DATE	NO.
AUG 29, 2019	A3.1



The undersigned has reviewed and takes responsibility for this design, and has the qualifications information in the Ontario Building Code to a designer, and has the required design or engineer's stamp and seal of the building code.

DESIGNER: JAKE LOOKER
 SIGNATURE: [Signature]
 BCIN: 104022
 FIRM: KBK STUDIOS INC.

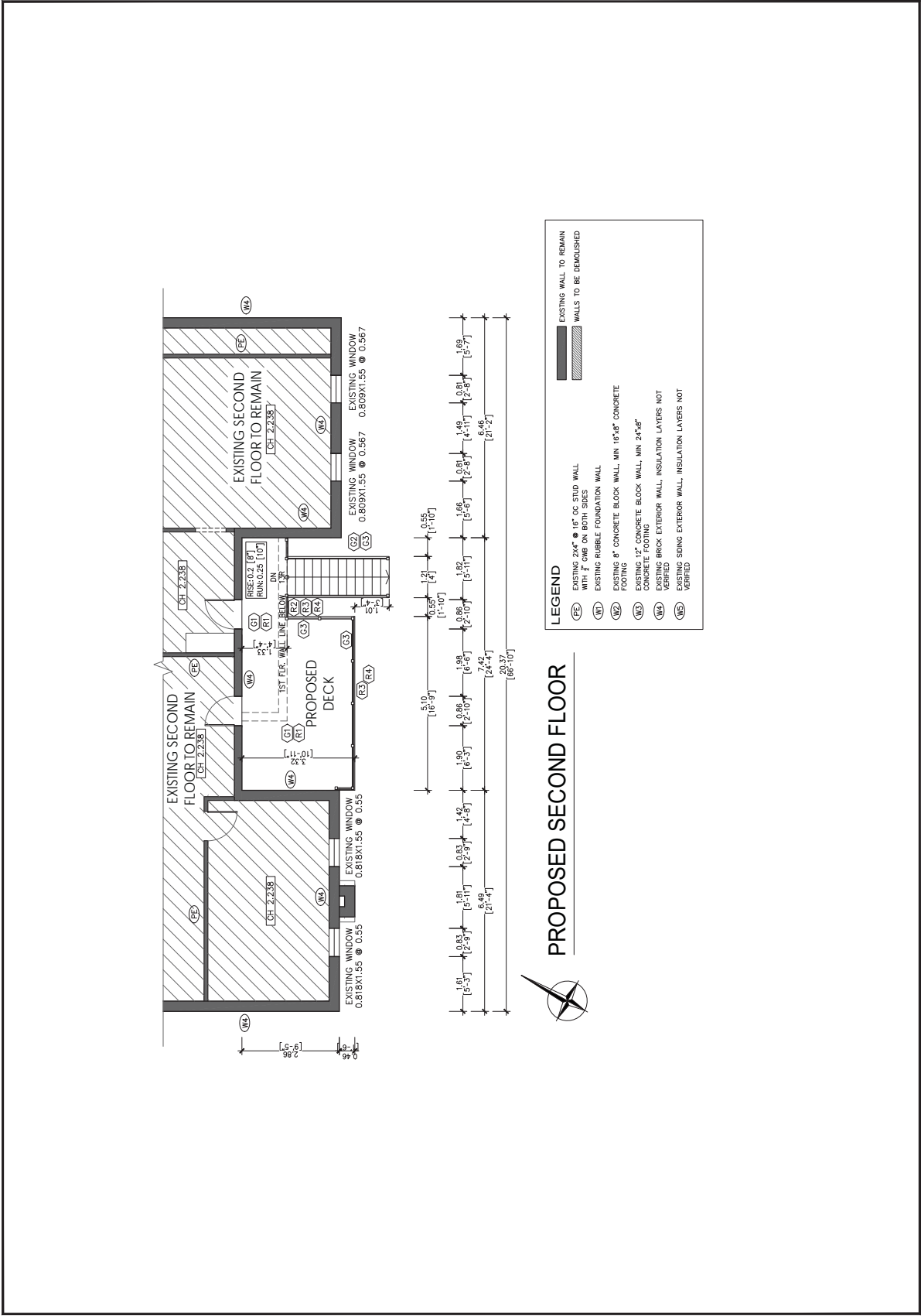
GENERAL NOTES
 1. ALL DRAWINGS ARE 2D ELEVATIONS AND THEY ARE NOT TO BE CONSIDERED AS A PART OF THE CONSTRUCTION DOCUMENTS WITHOUT WRITTEN CONSENT FROM KBK STUDIOS INC.
 2. VERIFY ALL DIMENSIONS AND MATERIALS TO BE USED AND TO REPORT ANY DISCREPANCIES TO THE ARCHITECT IMMEDIATELY.
 3. APPROVED BY KBK STUDIOS INC. FOR CONSTRUCTION ACCORDING TO BEST COMMON PRACTICE AND CURRENT CODES.
 4. THE DATE OF THIS DRAWING IS: [DATE]



ENGINEERING DESIGN AND PLANNING
KBK STUDIOS
 T: (416) 367-3370
 8000 MIDLAND AVE
 #100 MARKHAM, ON L3R 9V7
 INFO@KBKSTUDIOS.CA

PROJECT
 220 OLD YONGE ST.
 AURORA, ON

DRAWING
 PROPOSED SECOND FLOOR
 DRAWING NO: A3.2
 PLOTTED DATE: AUG 29, 2019
 SCALE: 1/16" = 1'-0"
 L.P.: 100
 K.B.K. (ENG)



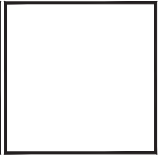
DESIGNER	SCM
DATE	
ISSUED	
TO	

The undersigned has reviewed and takes responsibility for this design, and has the QUALIFICATION INFORMATION required under section 12.4 of the Building Code.

LAKE LOOKER
 DESIGNER
 4445A
 104022
 SIGNATURE
 KBK STUDIOS INC.
 FIRM

TO	DATE

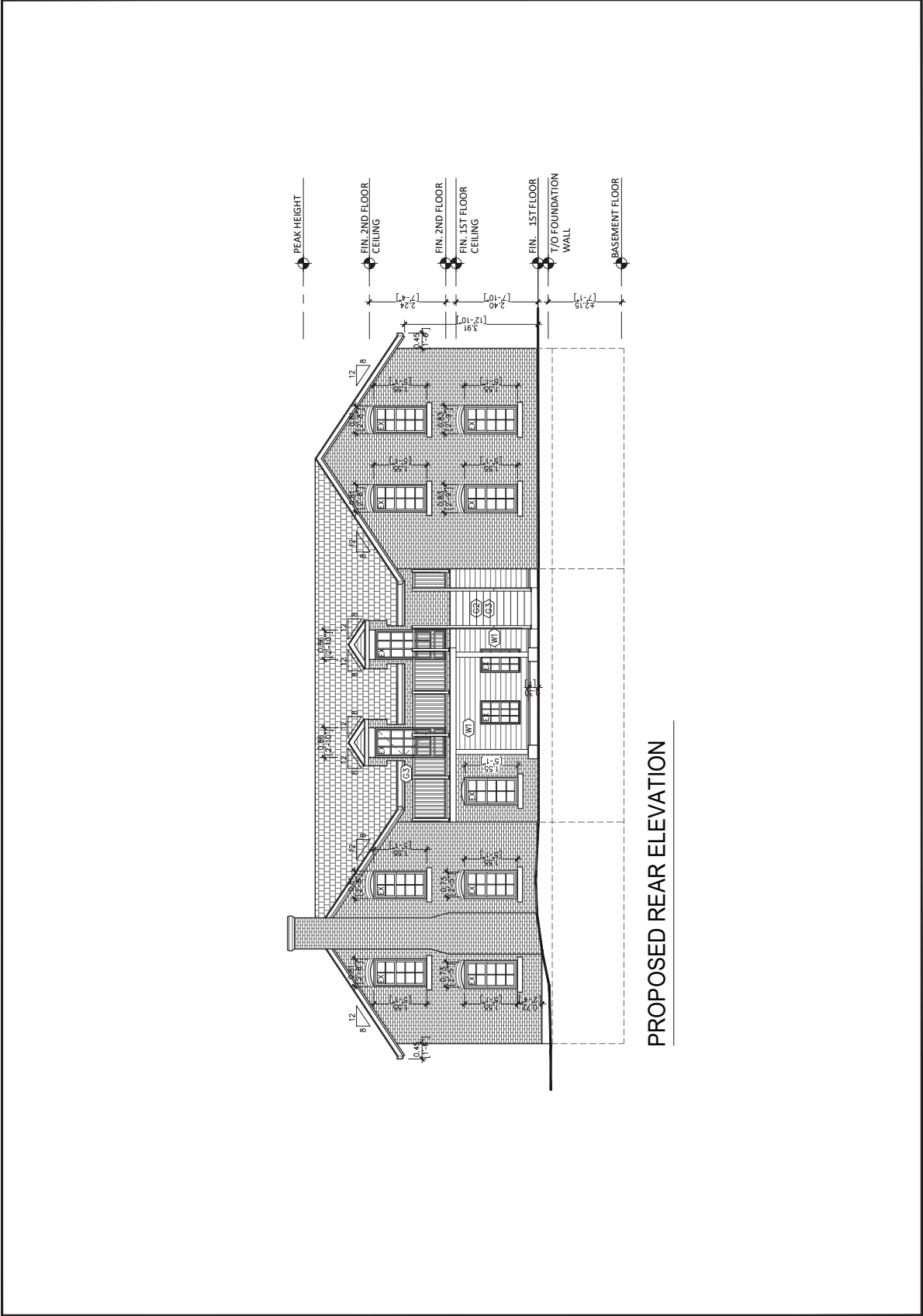
GENERAL NOTES
 1. ALL DRAWINGS ARE STUDIOS AND THEY ARE NOT TO BE PART WITHOUT WRITTEN CONSENT FROM KBK STUDIOS. VERIFY ALL DIMENSIONS AND DISCREPANCIES TO THE DRAWING AND TO REPORT ANY DISCREPANCIES TO THE PROJECT OR KBK STUDIOS BEFORE OR AFTER COMMENCEMENT OF WORK. DISCREPANCIES TO THE DRAWING OR KBK STUDIOS SHALL BE ACCORDING TO BEST COMMON PRACTICE AND SHALL BE THE SOLE RESPONSIBILITY OF THE CLIENT AND DESIGNER.



KBK STUDIOS
 ENGINEERING DESIGN
 AND PLANNING
 1 (647) 387-3310
 8000 YONGE ST.
 #100 AURORA, ONT.
 INFO@KBKSTUDIOS.CA

PROJECT
 220 OLD YONGE ST.
 AURORA, ON



DRAWING	PROPOSED REAR ELEVATION
DATE	REVISED
PLOTTED DATE	DRAWING NO
AUG 29, 2019	A3.3
SCALE: 1/8"=1'-0"	DATE
1/8"=1'-0"	DATE
DATE	DATE
DATE	DATE



PROPOSED REAR ELEVATION

ATTACHMENT 3

**AURORA REGISTER OF PROPERTIES OF CULTURAL
HERITAGE VALUE OR INTEREST (Updated 2017)**

SITE	<p>Address: 220 Old Yonge Street</p> <p>Former Address:</p> <p>Legal Description: CONCESSION: 1E PART LOT: 85</p>
STATUS	<p>Current Use: Residence Original use: Residence</p> <p>Heritage Status: Designated, Part IV By-law No. & Date: 5905-16</p> <p>Official Plan: Stable Neighbourhood Residential Zoning: Detached Dwelling First Density Residential (R1)</p> <p>HCD: Plaques: Wooden Plaque (1995/96/97) Designation Plaque</p>
PHOTOGRAPH	
KEY MAP	

**AURORA REGISTER OF PROPERTIES OF CULTURAL
 HERITAGE VALUE OR INTEREST (Updated 2017)**

ARCHITECTURE

GENERAL INFORMATION:

Address:	220 Old Yonge Street	Builder:	Thomas Parteger
Construction Date:	c1875	Architect:	
Architectural Style:	Ell-shaped House	Original Owner:	Nathaniel Pearson
Heritage Easement:		Historical Name:	The Parteger House (Aurora Emergency Readiness Centre)

GENERAL DESCRIPTION:

Floor Plan:		Storey:	2
Foundation Materials:			
Exterior Wall Materials:	Brick		
Roof Type:	2 gable cross gable join	Windows:	6/9 sash; segmented windows
Entrance:		Bays:	3 symmetrical bay window

UNIQUE FEATURES:

Chimney (s):		Special Windows:	
Dormers:	Pedimented	Porch/Verandah:	Verandah
Roof Trim:		Door Trim:	
Window Trim:		Other:	-Emergency Readiness Centre bunker in basement extending to the south lawn of the property

AURORA REGISTER OF PROPERTIES OF CULTURAL HERITAGE VALUE OR INTEREST (Updated 2017)

HISTORY

Historical Society files include:

The ownership of the property after it was sold by Joseph Cosford is unknown until the early 1950s. In the 1950s the property was subdivided into five portions. One of these was purchased in 1952 by Jack Caplan, father-in-law of former MPP and MP Elinor Caplan. In 1962 the government of Metropolitan Toronto purchased the house and 1.4 acre site for \$31,250 to use as a bunker and readiness centre in the case of a nuclear attack on Toronto.

Town of Aurora files include:

PHOTOS:

HISTORICAL PHOTO

Photo date



INVENTORY PHOTO

Photo date: 2003



Photo date: 2005



The Aurora Inventory of Heritage Buildings was compiled by the Aurora Heritage Advisory Committee (LACAC) between 1976 and 1981. The completed inventory was adopted by Council and released in 1981. On September 26, 2006 Aurora Council at its meeting No. 06-25, has officially changed the name of the Aurora Inventory of Heritage Building to the "**Aurora Register of Property of Cultural Heritage Value or Interest**" and all property included in the Inventory were transferred to the Register.

ATTACHMENT 4





100 John West Way
Box 1000
Aurora, Ontario
L4G 6J1
Phone: 905-727-3123 ext. 4224
Email: syew@aurora.ca
www.aurora.ca

**Town of Aurora
Corporate Services**

Memorandum

Date: November 4, 2019
To: Heritage Advisory Committee
From: Samantha Yew, Deputy Town Clerk
Re: **Advisory Committee Chair Rotation**

Recommendation

- 1. That the memorandum regarding Advisory Committee Chair Rotation be received for information.**

Background

At the Council meeting of July 23, 2019, Council passed a motion to amend the Town's Policy for Ad Hoc/Advisory Committees and Local Boards ("Policy"). Changes to the Policy include:

- The position of Chair and Vice Chair be held for a one-year term, with elections being held at the beginning of every calendar year;
- Citizen members may not act as a Chair or Vice Chair for more than two years in a single term; and
- Should no citizen member put their name forward for the role of Chair, Councillors are able to serve as Chair without any term restrictions.

As the new provisions of the Policy are now in effect, the next Chair and Vice Chair will be elected at the first Committee meeting of 2020.

Attachments

Attachment 1 – Extract from July 23, 2019 Council meeting, Motion (a) Councillor Thompson Re: Advisory Committee Chair Rotation

Attachment 1



**Extract from
Council Meeting of
Tuesday, July 23, 2019**

8. Motions

(a) Councillor Thompson

Re: Advisory Committee Chair Rotation

Moved by Councillor Thompson

Seconded by Councillor Humfryes

Whereas the Town's Procedure By-Law and Policy for Ad/Hoc Advisory Committees and Local Boards govern all meetings; and

Whereas in the interest of good governance there is value in rotating the Committee Chair; and

Whereas the rotation of roles and responsibilities can develop/enhance a committee member's skillset, create additional engagement, and help build a stronger 'team' environment; and

Whereas some committees/boards, such as Aurora Public Library Board, Joint Council Committee, and Finance Advisory Committee, already rotate the Chair;

1. Now Therefore Be It Hereby Resolved That the Town's Policy for Ad Hoc/Advisory Committees and Local Boards be amended so that the position of Chair and Vice Chair of each Advisory Committee be for a one-year term; and
2. Be It Further Resolved That at the start of each calendar year elections be held for the Chair and Vice Chair positions, and that no citizen member may act as Chair or Vice Chair for more than two years in a single term of Council; and
3. Be It Further Resolved That members of Council may serve as Chair should no citizen member put their name forward, and that members of Council not be subject to any term restrictions.

Carried