



External Briefing Note

GEORGINA

Subject: Municipal Heritage Register Review

To: Mayor and Council

From: Tolek Makarewicz, Senior Policy Planner

Date: August 14, 2024

Briefing:

The purpose of this Briefing Note is to provide Council with an update on the Municipal Heritage Register Review project.

On May 8, 2024, Council considered a [Briefing Note](#) which provided a project update and overview of the proposed work program, and passed Resolution No. C-2024-0156 as follows:

“That staff be directed to put forward an Ad Hoc Working Group to assist the Heritage Consultant firm in updating the Municipal Heritage Register Review project, that this ad hoc working group be built into the consultant's work plan with details on promoting the working group to be part of communications, that once the project is completed in January of 2025, that staff commence the process to establish Heritage Committee for the remainder of the 2022-2026 Term of Office and that an honorarium be considered for Committee Members, once established.”

The May 8, 2024 Council Minutes, including a summary of the deputations made by Allan Morton and Deirdre Lawrence related to the reinstatement of the Georgina Heritage Advisory Committee and Resolutions made in relation to this matter, are provided as Attachment 1.

Below is a summary of the work that has transpired since the May 8, 2024 Council meeting.

Background Research and Site Inspections

The Heritage Register contains a total of 138 properties (17 Designated and 121 Listed). Council has also directed the designation of the Jackson's Point Marine Railway, and identified seven (7) additional properties for potential Designation, bringing the total to 146 properties requiring review.

The Consultant (Giaino + Associates) has reviewed all entries in the existing Heritage Register to validate the accuracy of information and fill in missing information where required. This includes reviewing and confirming all roll numbers, municipal addresses, legal descriptions, photographs, etc. Through this process, several properties were removed from the Register given previous decisions to delist certain properties or the related buildings being demolished.

Background research has been conducted on all 121 Listed properties, the Jackson's Point Marine Railway, and the seven additional properties identified by Council for potential Designation ("properties under review"), in order to inform the preparation of a Heritage Assessment. This work has included reviewing available literature and documentation from various heritage sources (e.g. Georgina Public Library and Archives, Ontario Heritage Trust, Digital Archive Ontario, Parks Canada, McGill University County Atlas Project, etc.) to confirm and supplement information related to the historical significance of properties/buildings, and conducting initial site inspections of each property from the public street/sidewalk, including taking updated photographs for the Register.

Prior to conducting the initial site inspections, a letter was sent to all registered owners of Listed properties advising of the upcoming site inspection. In instances where a building was not visible from the public street/sidewalk during the initial site inspection, a second letter was sent to 16 property owners requesting permission for the Consultant to enter the property to conduct their inspection. As of the completion of this Briefing Note, a total of six (6) responses have been received; four (4) granting permission and two (2) denying permission to enter.

Heritage Register Ad Hoc Working Group

In response to the direction provided in Resolution No. C-2024-0156, staff have established a Heritage Register Review Ad Hoc Working Group (Working Group). In accordance with the established Terms of Reference (Attachment 2), the purpose of the Working Group is to assist Town staff and the Consultant in obtaining any necessary background information and historical/local context to assist in the review.

Recruitment for the Working Group was open for two (2) weeks between May 31st and June 14th, and advertised as follows:

- Circulated to past members of the Georgina Heritage Advisory Committee and current members of the Georgina Historical Society
- Posted on the Town's website and [project webpage](#)
- Posted on the Town's social media outlets
- Advertised on 93.7 FM
- Posted at the following Town facilities:

Keswick:

- Ice Palace/Library
- MURC (on the TV screens)
- Stephen Leacock Theatre/Club 55

Sutton:

- Sutton Arena
- Peter Gzowski Library
- LINK/Club 55

Pefferlaw:

- Pefferlaw Lions Community Centre/Club 55
- Pefferlaw Library

The Working Group is comprised of the following six (6) members:

- Allan Morton
- Deirdre Lawrence
- Karen Wolfe
- Paul Brady
- Terry Russell
- Wei Hwa

The first Working Group meeting was held on July 16, 2024 at the Civic Centre. During the meeting, the Working Group reviewed a short-list of properties and areas for which the Consultant required additional background information. It was a productive meeting with good information shared and assistance provided to the Consultant.

Meeting with Town Curator at Pioneer Village/Archives

On July 16, 2024, staff and the Consultant met with the Town's Curator at the Pioneer Village to introduce the project and discuss heritage resources (books, diaries, photographs, maps, etc.) which are available through the Town Archives that may assist the Consultant in conducting their research. The meeting was productive and provided valuable access to resources not readily available elsewhere. Staff and the Consultant are continuing to work with the Town's Curator on the review.

Heritage Assessment

The background research and analysis being conducted by the Consultant is being used to formulate a Heritage Assessment of all properties under review. The Heritage Assessment will summarize the Consultant's findings, evaluate the criteria for Designation as provided in O. Reg. 9/06 (Criteria for Determining Cultural Heritage Value or Interest), and establish additional criteria that will be used to

prioritize potential sites for Designation. The Heritage Assessment will be used as the basis for the preparation of the Cultural Heritage Evaluation Report (CHER), including recommendations for Designation.

Next Steps

The Consultant continues to undertake research and analysis on properties under review to populate the Heritage Assessment. The Heritage Assessment will then be used as a tool to inform the CHER, including recommendations on Designation. Below is an outline of upcoming project milestones and their tentative dates:

- Public Open House – week of September 9th
- Second Ad Hoc Working Group meeting – week of September 16th
- Report to Council on CHER and preliminary recommendations for Designation – October 9th
- Report to Council on final recommendations for Designation – November 20th
- Initiate the Designation process – Following the November 20th Council meeting

Should you have any comments or questions related to this Briefing Note, please contact me via telephone at 905-476-4301 ext. 2297 or via email at tmakarewicz@georgina.ca.

Attachment 1 – May 8, 2024 Council Minutes

Attachment 2 – Heritage Register Review Ad Hoc Working Group Terms of Reference



GEORGINA

1

May 8, 2024

**THE CORPORATION OF THE
TOWN OF GEORGINA**

Council Minutes

Date: Wednesday, May 8, 2024

Time: 9:00 AM

**Members of Council
Present:**

Mayor Margaret Quirk
Regional Councillor Davison
Councillor Biggerstaff
Councillor Fellini
Councillor Neeson
Councillor Genge
Councillor Dale

Staff Present:

Ryan Cronsberry, CAO
Denis Beaulieu, Director of Development Services
Steve Lee-Young, Director of Community Services
Michael Bigioni, Director of Legislative Services, Town Solicitor
Ron Jenkins, Director of Emergency Services/Fire Chief
Rob Wheeler, Deputy CAO/Treasurer
Shawn Nastke, Director, Strategic Initiatives
Michael Vos, Director of Operations and Infrastructure
Rachel Dillabough, Town Clerk
Mamata Baykar, Deputy Clerk
Carolyn Lance, Council Services Coordinator
Cheyenne McAnuff, Records and Information Coordinator
Anne Winstanley, Supervisor, Communications
Karyn Stone, Manager, Economic Development & Tourism
Mike Hutchinson, Manager of Municipal Law Enforcement
Olga Lawton, Corporate Strategy and Transformation
Stefan Hordatt, Manager, Capital Projects - Strategic Initiatives
Stirling Munro, Manager of Procurement
Tanya Thompson, Communications Manager

Others Present:

Cristina Liu, Marketing and Promotions Coordinator
Simone Weinstein, Program Manager
Saleem Sial, Senior Development Engineering Technologist
Ben Pressman, Supervisor of Development Engineering

8. SPEAKERS AND DELEGATIONS

1. **Delegation; Allan Morton regarding the reinstatement of the Heritage Advisory Committee**

Allan Morton, 161 Lake Drive North, Keswick, indicated the need for the reinstatement of the Georgina Heritage Advisory Committee of which he was a member since 1995, providing his expertise as a heritage management professional and explained the value of heritage to the Town, heritage successes so far and why the heritage committee is essential to municipalities.

2. **Delegation; Deirdre Lawrence regarding the reinstatement of the Heritage Advisory Committee**

Deirdre Lawrence, 231 Lake Drive East, Willow Beach, requested commitment from Council to reappoint a Heritage Committee to designate and maintain properties already identified as having historical significance before the implementation of Bill 23 on January 1, 2025, when properties without designated status will be automatically removed from the register, with no protection for a five-year period. A functioning Heritage Committee would provide qualified and enthusiastic residents to support the hired team to work on the project and achieve the best possible outcome before the deadline.

Karen Wolfe, 17 Otter Cove, Pefferlaw, respecting Item 11.1.a regarding the proposed new Civic Centre build, indicating that she believes that to build a new Civic Centre at a cost of \$55 Million dollars without community engagement and without exploring all alternatives is not popular and believes an additional 44,000 square feet of office space is not necessary and the expenditure will impact taxes.

Steve Jacobson, 1 Pinery Lane, Jackson's Point, respecting Item 11.1.b, stated his concern for local businesses regarding the potential loss of revenue if food vendors are permitted in De La Salle Park and submitted several letters from local businesses outlining their concerns, and suggested a meeting between all parties, noting that Willow Beach Park would be a better choice for the food vendors as it is not within walking distance of the local businesses.

Debbi Accettura, 90 Castille Crescent, regarding the Civic Centre replacement, suggesting the use of vacant buildings throughout Georgina to house staff, including space within the Multi Use Recreation Complex (MURC) and potential kiosks in the local libraries to serve residents.

11. REPORTS

1. Adoption Of Reports Not Requiring Separate Discussion

Moved By Councillor Dale

Seconded By Councillor Neeson

RESOLUTION NO. C-2024-0153

Moved By Regional Councillor Davison

Seconded By Councillor Fellini

That the delegations provided by Allen Morton and Deirdre Lawrence regarding their desire for the reinstatement of the Georgina Heritage Advisory Committee, Karen Wolfe in opposition of construction of a replacement Civic Centre, Steve Jacobson respecting concerns with the Food Vendor pilot project and Debbie Accettura in opposition to the replacement Civic Centre, be received.

Carried**c. Non-Profit Organization Grant Program - Intake 2**

Report SI-2024-0009

Due to a conflict of interest, the grant to the Georgina Centre for Arts and Culture was dealt with separately below.

RESOLUTION NO. C-2024-0154

Moved By Councillor Neeson

Seconded By Councillor Dale

1. That Council receive Report No. SI-2024-0009 prepared by the Corporate Strategy and Transformation Division, Strategic Initiatives Department dated May 8, 2024 respecting the Non-Profit Organization Grant Program – Intake 2.
2. That Council approve the disbursement of grant funding in the amount of \$50,800 as follows:
 - Georgina Farmers Market - \$ 10,000
 - Ontario Water Centre - \$ 12,000
 - Georgina Feral Cat Committee - \$ 2,500
3. That staff be directed to notify all grant recipients and finalize the key performance indicators, reporting requirements, and enter into a funding agreement prior to the disbursement of funds, and designate the Deputy Chief Administrative Officer / Treasurer to act as signing authority for these agreements.

Carried

Councillor Genge declared an interest in Item 11.1.c, recommendation 2, as it refers to the Georgina Centre for Arts and Culture because her son is an employee of the Arts Centre; Councillor Genge did not participate in any discussion or vote on recommendation 2.

RESOLUTION NO. C-2024-0155

Moved By Councillor Biggerstaff

Seconded By Councillor Neeson

That Council approve the disbursement of Non-Profit Organization Grant Program Intake 2 grant funding in the amount of \$26,300 to the Georgina Centre for Arts and Culture.

Carried

12. DISPOSITIONS, PROCLAMATIONS, AND GENERAL INFORMATION ITEMS

2. General Information Items

b. Briefing Notes

a. Municipal Heritage Register Update

Mayor Quirk moved forward Item 2.b(a), Municipal Heritage Register Update.

Rachel Dillabough advised that a Working Group can be formed much faster than following the procedure bylaw process to create a Committee, noting that a motion to reconsider would be required for a Heritage Committee to be formed, but would not be required to create an informal ad hoc working group. Direction would be required as to the number of members to be sought as well as the intent of the ad hoc working group.

Moved by Councillor Genge

Seconded by Councillor Biggerstaff

That the Rules of Procedure be waived in order to permit Deirdre Lawrence to address Council for a second time.

Carried.

Deirdre Lawrence expressed appreciation to Council for taking her comments into consideration and noted that an invitation should be extended to determine who may be interested and available and who have the expertise and knowledge required.

RESOLUTION NO. C-2024-0156

Moved By Regional Councillor Davison
Seconded By Councillor Genge

That staff be directed to put forward an Ad Hoc Working Group to assist the Heritage Consultant firm in updating the Municipal Heritage Register Review project, that this ad hoc working group be built into the consultant's work plan with details on promoting the working group to be part of communications, that once the project is completed in January of 2025, that staff commence the process to establish a Heritage Committee for the remainder of the 2022-2026 Term of Office and that an honorarium be considered for Committee Members, once established.

Carried Unanimously

RESOLUTION NO. C-2024-0157

Moved By Councillor Biggerstaff
Seconded By Councillor Neeson

That Council receive the staff briefing note providing an update on the Municipal Heritage Register Review project.

Carried

11. REPORTS

- 1. Adoption Of Reports Not Requiring Separate Discussion
 - a. Award of Contract for the Replacement Civic Centre Project to General Contractor

Report No. SI-2024-0008

Rob Wheeler summarized the report indicating that the financial plan has been adapted to changes made over the years.

Council requested each motion be separated and a recorded vote taken; the Town Clerk recorded the votes as follows;

RESOLUTION NO. C-2024-0158

Moved By Councillor Neeson
Seconded By Councillor Fellini

- 1. That Council receive Report No: SI-2024-0008 dated May 8, 2024 respecting the Award of Contract for the Replacement Civic Centre Project to General Contractor.

	YEA	NAY
Mayor Quirk	x	



Terms of Reference

Heritage Register Review Ad Hoc Working Group

1. Purpose

The purpose of the Heritage Register Review Ad Hoc Working Group ("Working Group") is to assist Town staff and Giaimo + Associates Architects Inc. ("Heritage Consultant") in obtaining any necessary background information and historical/local context as part of the Town's review and update of the Municipal Heritage Register ("Project").

2. Meetings

The Working Group shall be provided an opportunity to meet directly with Town staff and the Heritage Consultant a maximum of three (3) times in accordance with the approved Work Plan for the Project. The medium of the meetings will be at the discretion of Town staff, and may include in person or through a virtual platform. Meetings shall be scheduled by Town staff generally in accordance with the following timelines of the Project:

Phase 1 – July 2024

Phase 2 – August/September 2024

Nothing in these Terms of Reference shall prevent members of the Working Group from meeting independently as they deem necessary; however, there shall be no remuneration and no requirement or expectation of attendance by Town staff and/or the Heritage Consultant.

3. Communication

All communication by the Working Group in the exercise of their responsibilities shall be directly with Town staff, other than during scheduled Working Group meetings. For further clarity, the Working Group members shall not contact the Heritage Consultant or property owners directly without prior written authorization from Town staff.

Nothing in these Terms of Reference shall prevent members of the Working Group from individually addressing Council as residents and interested parties in the Project.

4. Responsibilities

To provide Town staff and the Heritage Consultant with any relevant background information, documents, records, research, and local context which supports the architectural or historical significance of properties currently listed on the Town's Heritage Register.

5. Term and Composition

- 1) The Working Group shall consist of a core group of up to ten (10) members.
- 2) To be eligible to make application and serve on this Working Group, individuals must be:
 - a) a resident of the Town of Georgina;
 - b) at least 18 years old; and,
 - c) able to demonstrate compliance with all relevant by-laws of the Town.
- 3) Given the responsibilities of the Working Group and the time-limited nature of the Project, preference for membership will be given to individuals who have applied for and/or been past or present members of the Georgina Heritage Advisory Committee and/or the Georgina Historical Society.
- 4) The term of the Working Group shall cease on January 1, 2025.

Nothing in these Terms of Reference shall prevent the Working Group from soliciting or receiving input and advice of other individuals who have expressed an interest in the Project but may not necessarily have the time or expertise to be directly involved in the core Working Group.

6. Remuneration

\$40.00 per meeting, not to exceed three (3) paid meetings during the term of the Working Group.

7. General Conduct

All members will abide by the Town of Georgina's Code of Conduct and other applicable Town policies and guidelines.

8. Authority

The Working Group shall work within the scope of their responsibilities as set out in this Terms of Reference. The Working Group has no decision or recommendation-making authority.