

# AGENDA



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## HERITAGE ADVISORY COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA

**TUESDAY, MAY 28, 2013 – 9 A.M.**

**COUNCIL CHAMBER**

**SECOND FLOOR, CIVIC CENTRE**

300 CITY CENTRE DRIVE, MISSISSAUGA, ONTARIO, L5B 3C1

[www.mississauga.ca](http://www.mississauga.ca)

### Members

Councillor George Carlson, Ward 11 (CHAIR)

Councillor Jim Tovey, Ward 1 (VICE-CHAIR)

Robert Cutmore, Citizen Member

David Dodaro, Citizen Member

Mohammad N. Haque, Citizen Member

James Holmes, Citizen Member

Rick Mateljan, Citizen Member

Cameron McCuaig, Citizen Member

Deanna Natalizio, Citizen Member

Michael Spaziani, Citizen Member

Michelle Walmsley, Citizen Member

Matthew N. Wilkinson, Citizen Member

CONTACT PERSON: Julie Lavertu, Legislative Coordinator  
Office of the City Clerk, Telephone: 905-615-3200, ext. 5471; Fax 905-615-4181

[Julie.Lavertu@mississauga.ca](mailto:Julie.Lavertu@mississauga.ca)

CALL TO ORDERDECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTERESTPRESENTATIONS/DEPUTATIONS

- A. Item 2 Christine E. Vozoris, Associate, CS&P Architects Inc., with respect to a request to alter a heritage designated property, the Streetsville Cenotaph, located at 7 Main Street.
- B. Item 17 Robert J. Swayze, Integrity Commissioner, City of Mississauga, with respect to the local board codes of conduct and complaint protocol.

MATTERS TO BE CONSIDERED1. Approval of Minutes of Previous Meeting

Minutes of the meeting held April 23, 2013.

RECOMMEND APPROVAL2. Request to Alter a Heritage Designated Property, Streetsville Cenotaph, 7 Main Street, Ward 11

Corporate Report dated May 7, 2013 from the Commissioner of Community Services with respect to a request to alter a heritage designated property, the Streetsville Cenotaph, located at 7 Main Street.

RECOMMENDATION

1. That the request to alter the Streetsville Cenotaph, as described in the report from the Commissioner of Community Services, dated May 7, 2013, be approved subject to further investigation of the brick by an experienced heritage mason.
2. That the heritage designation by-law be updated once the move and restoration are complete.
3. That the granite sets, which run along the south side of the cenotaph, be incorporated into the development in some way and/or reused elsewhere within the village.

RECOMMEND APPROVAL3. Proposed Heritage Designation and Request to Demolish Outbuildings, Pool, and Deck, Gooderham Farmhouse, 7235 Second Line West, Ward 11

Corporate Report dated May 7, 2013 from the Commissioner of Community Services with respect to a proposed heritage designation and request to demolish outbuildings, a pool, and a deck on the Gooderham Farmhouse located at 7235 Second Line West.

(3.) RECOMMENDATION

1. That the Gooderham Farmhouse, 7235 Second Line West, be designated under the *Ontario Heritage Act* for its physical/design, historical/associative and contextual value; and
2. That the request to remove the outbuildings, above-ground pool and rear deck, be approved subject to the following conditions:
  - a) That a letter of credit, in an amount to be determined by the Director, Culture Division, be provided to the City of Mississauga to cover the cost of replacing and/or restoring any damage that may come to the Gooderham Farmhouse, including the later addition; and
  - b) That solid wood board hoarding be installed and maintained, for the duration of the demolition works, to protect the Gooderham Farmhouse; and
  - c) That the rear deck and pool be removed by hand; and
  - d) That the Dixie Radial Railway Depot Station be donated to the Halton County Radial Railway, as per arrangements made with that organization.

RECOMMEND APPROVAL4. Request to Alter a Heritage Designated Property, Adamson Estate, 850 Enola Avenue, Ward 1

Corporate Report dated May 7, 2013 from the Commissioner of Community Services with respect to a request to alter a heritage designated property, the Adamson Estate, located at 850 Enola Avenue.

RECOMMENDATION

That the request to alter the Adamson Estate, as described in the report from the Commissioner of Community Services, dated May 7, 2013, be approved.

RECOMMEND APPROVAL5. Designated Heritage Property Grants 2013

Corporate Report dated May 8, 2013 from the Commissioner of Community Services with respect to the Designated Heritage Property Grants 2013.

RECOMMENDATION

That the Heritage Advisory Committee recommend to the Director of Culture to approve the 2013 Designated Heritage Property Grant applications as outlined in the report from the Commissioner of Community Services, dated May 8, 2013.

RECOMMEND APPROVAL

6. Request to Alter a Heritage Designated Property, Meadowvale Village Heritage Conservation District, 7005 Pond Street, Ward 11

Corporate Report dated May 8, 2013 from the Commissioner of Community Services with respect to a request to alter a heritage designated property in the Meadowvale Village Heritage Conservation District located at 7005 Pond Street.

RECOMMENDATION

That the request to alter the property at 7005 Pond Street, as described in the report from the Commissioner of Community Services, dated May 8, 2013, be conditionally approved, contingent on the applicant receiving clearance from the City's Transportation & Works department for lot regrading.

RECOMMEND APPROVAL

7. Request to Demolish a Heritage Listed Property, 1546 Douglas Drive, Ward 1

Corporate Report dated April 30, 2013 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 1546 Douglas Drive.

RECOMMENDATION

That the property at 1546 Douglas Drive, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

RECOMMEND APPROVAL

8. Request to Demolish a Heritage Listed Property, 1171 Stavebank Road, Ward 1

Corporate Report dated April 30, 2013 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 1171 Stavebank Road.

RECOMMENDATION

That the property at 1171 Stavebank Road, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

RECOMMEND APPROVAL

9. Arborist Report Requirement

Memorandum dated May 7, 2013 from Paula Wubbenhorst, Acting Senior Heritage Coordinator, with respect to the Arborist Report requirement.

DIRECTION REQUIRED

10. Property of Historical Interest, 9 Carlis Place, Hiawatha By the Lake, Port Credit, Ward 1

Correspondence dated April 2, 2013 from Janet (Grice) Gaysek, Ward 1 resident, with respect to a property of historical interest located at 9 Carlis Place, Hiawatha By the Lake, in Port Credit.

DIRECTION REQUIRED

11. Nomination for the Ontario Heritage Trust Recognition Awards 2013

Correspondence dated May 17, 2013 from Jayme Gaspar, Executive Director, Heritage Mississauga, with respect to nomination for the Ontario Heritage Trust Recognition Awards 2013.

DIRECTION REQUIRED

12. Status of Outstanding Issues from the Heritage Advisory Committee

Chart dated May 28, 2013 from Julie Lavertu, Legislative Coordinator, Heritage Advisory Committee, with respect to the status of outstanding issues from the Heritage Advisory Committee.

RECOMMEND RECEIPT

SUBCOMMITTEE UPDATES FROM CHAIRS

13. Heritage Designation Subcommittee14. Heritage Tree Subcommittee15. Meadowvale Village Heritage Conservation District Review Committee16. Public Awareness Subcommittee

INFORMATION ITEMS

17. Local Board Codes of Conduct and Complaint Protocol

Corporate Report dated February 8, 2013 from the Integrity Commissioner to the Chair and Members of the Governance Committee with respect to local board codes of conduct and complaint protocol.

RECOMMEND RECEIPT

18. Canadian Tire Gas Bar, 1212 Southdown Road, Ward 2

Correspondence dated April 17, 2013 from Alexander Temporale, Principal, ATA Architects Inc., with respect to the Canadian Tire Gas Bar located at 1212 Southdown Road.

RECOMMEND RECEIPT

DATE OF NEXT MEETING – Tuesday, June 18, 2013 at 9 a.m., Council Chamber

OTHER BUSINESS

ADJOURNMENT

**IT IS RECOMMENDED THAT HERITAGE ADVISORY COMMITTEE MEMBERS VISIT THE PROPERTIES LISTED ON THE AGENDA PRIOR TO THE MEETING.**

MAY 28 2013



# MINUTES

## HERITAGE ADVISORY COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA

TUESDAY, APRIL 23, 2013 – 9 A.M.

COUNCIL CHAMBER

SECOND FLOOR, CIVIC CENTRE

300 CITY CENTRE DRIVE, MISSISSAUGA, ONTARIO, L5B 3C1

[www.mississauga.ca](http://www.mississauga.ca)

MEMBERS PRESENT: Councillor George Carlson, Ward 11 (CHAIR)  
 Councillor Jim Tovey, Ward 1 (VICE-CHAIR)  
 Robert Cutmore, Citizen Member  
 David Dodaro, Citizen Member  
 James Holmes, Citizen Member  
 Rick Mateljan, Citizen Member  
 Cameron McCuaig, Citizen Member  
 Michael Spaziani, Citizen Member  
 Michelle Walmsley, Citizen Member (arrived at 9:09 a.m.)  
 Matthew N. Wilkinson, Citizen Member (arrived at 9:13 a.m.)

MEMBERS ABSENT: Mohammad N. Haque, Citizen Member  
 Deanna Natalizio, Citizen Member

STAFF PRESENT: Elaine Eigl, Heritage Coordinator  
 Laura Waldie, Heritage Coordinator, Special Projects  
 Mark Warrack, Senior Heritage Coordinator, Special Projects  
 Andrew Whittemore, Manager, Culture and Heritage Planning  
 Paula Wubbenhorst, Acting Senior Heritage Coordinator

CONTACT PERSON: Julie Lavertu, Legislative Coordinator  
 Office of the City Clerk, Telephone: 905-615-3200, ext. 5471; Fax 905-615-4181  
[Julie.Lavertu@mississauga.ca](mailto:Julie.Lavertu@mississauga.ca)

**NOTE: The Committee changed the order of the Agenda during the meeting. These Minutes reflect the order of the meeting.**

CALL TO ORDER – 9:03 a.m.

DECLARATIONS OF DIRECT (OR INDIRECT) PECUNIARY INTEREST

Mr. Mateljan declared conflicts on Items A and 5 and left the Council Chamber during discussion of these matters.

MATTERS CONSIDERED

2. Proposed Heritage Designation and Request to Alter, Bowie Medical Hall, 264 Queen Street South, Ward 11

Corporate Report dated March 26, 2013 from the Commissioner of Community Services with respect to a proposed heritage designation and request to alter for the Bowie Medical Hall located at 264 Queen Street South.

Ms. Wubbenhorst discussed the Corporate Report, the proposed heritage designation, and the reasons why Heritage staff are recommending that the proposed property's addition of a glass staircase on the inset front façade (the front of the south portico) be refused.

Alexander Temporale, Principal, ATA Architects Inc., discussed the property's materials, condition, challenges, and addition. He said that the property owner seeks to restore the property's heritage to its front façade, comply with Heritage staff's requests, and make the property useable and leasable. Mr. Temporale discussed the proposed property's staircases and associated logistics, rationale, and features, compliance with Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada, and staircases in other Streetsville properties. He said that the request to alter is realistic and reasonable and, if the Committee does not support it, asked that the proposed heritage designation be deferred until the property owner and Heritage staff reach a solution.

Ms. Walmsley arrived at 9:09 a.m. and Mr. Wilkinson arrived at 9:13 a.m.

Committee members discussed the following:

- The angel stone brick on the property's front façade and its characteristics and condition and the condition of the original red brick behind the angel stone brick;
- The request to alter and, specifically, the addition of a glass staircase on the inset front façade and alternative locations for the staircase and their overall viability;
- Construction and demolition activities undertaken on the property without the property owner obtaining the appropriate building permits from the City;
- The property's heritage attributes, proposed heritage designation, and location;
- Mr. Temporale's request to defer the proposed heritage designation;

- Plans for the property's windows and whether original windows will be removed;
- The possibility of modifying the proposed property as follows: replacing the sloped glazed roof with a flat roof to accommodate the stair shaft, to add character to the property, and to retain a window on the second floor; modifying the staircase in the northwest part of the property to go both downstairs and upstairs; and using the property's alcove as an entrance feature and/or for retail purposes;
- The property's dimensions, portico, layout, and original interior staircase; and
- The proposed property and its tenancy plans for the ground floor, parking lot, whether any additional doors will be required to separate the various tenants and provide them with access to the staircases, the new staircase to the basement, and the setbacks from the east façade to the proposed glass staircase.

Mr. Temporale, Ms. Wubbenhorst, Ms. Eigl, and Peter Vozikas, CEO, Empire Design Company, discussed the Committee's above-noted comments and questions. In response to the Vice-Chair's suggestion that the property owner meet on site with the Chair and Heritage staff to discuss the request to alter, Mr. Whittemore suggested that the heritage designation be approved by the Committee so that it can proceed. Ms. Eigl displayed and discussed an image of the property's front façade from Bell Canada's historical collection and discussed dealings between the property owner's representatives and Heritage staff.

#### Recommendations

HAC-0026-2013

That the Bowie Medical Hall, located at 264 Queen Street South, be designated under the *Ontario Heritage Act* for its physical/design, historical/associative and contextual value.

HAC-0027-2013

That the request to alter the Bowie Medical Hall, located at 264 Queen Street South, as outlined in the Corporate Report dated March 26, 2013 from the Commissioner of Community Services entitled "Proposed Heritage Designation and Request to Alter, Bowie Medical Hall, 264 Queen Street South, Ward 11," be deferred until Councillor George Carlson, Ward 11, and Heritage staff conduct a site visit of the property with the property owner and/or the property owner's representatives to discuss the request to alter and overall plans for the property.

Approved/Direction (J. Tovey)

#### MATTERS CONSIDERED

##### 1. Approval of Minutes of Previous Meeting

Minutes of the meeting held March 19, 2013.

Ms. Walmsley asked that the Committee's January 2013 minutes be amended to indicate that Fran Moscall, Heritage Tree Coordinator, Ontario Urban Forest Council (OUFC), Jack Radecki, Executive Director, OUFC, and Rosemary Keenan, Chairperson, Sierra Club of Canada – Peel Region Group, had a different opinion about the merit of the heritage value of the trees at the Port Credit Post Office, Customs House and Armoury,

located at 31 Lakeshore Road East, than what was decided by Forestry staff.

Ms. Lavertu discussed the process for drafting minutes, noted that the minutes are reviewed for accuracy by Heritage staff and her Manager, and added that the minutes, like the minutes for the City's other Standing and Advisory Committees, record high-level discussions and are not verbatim. Ms. Lavertu said that Ms. Keenan had discussed designating the trees and that this was recorded in the minutes. She noted that Ms. Moscall and Mr. Radecki did not explicitly state that the trees should be designated and that she generalized their remarks as per the City's current standards for minutes.

Ms. Walmsley discussed heritage trees. As suggested by the Chair, Ms. Walmsley requested that her objection to the Committee's January 2013 minutes be recorded.

Approved (J. Tovey)

#### PRESENTATIONS/DEPUTATIONS

- A. Item 3 Laura Waldie, Heritage Coordinator, Special Projects, and Mark Warrack, Senior Heritage Coordinator, Special Projects, with respect to a project status update for the Meadowvale Village Heritage Conservation District Plan Review.

Mr. Warrack provided a brief update on the status of the Meadowvale Village Heritage Conservation District (HCD) Plan Review and discussed the draft Plan and its contents.

Ms. Waldie made a PowerPoint presentation, dated April 23, 2013 and entitled "Meadowvale Village HCD Plan Review: Project Update to the Heritage Advisory Committee" and discussed the history of the Meadowvale Village HCD and its Plan, the Plan Review's background, project highlights to April 23, 2013, the Study Area boundary, background research (via various means such as the International Council on Monuments and Sites, the Ontario Heritage Trust, The Cultural Landscape Foundation, and Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada), the property inventory (Appendix A to the draft Plan), the Cultural Heritage Assessment of Meadowvale Village and Area (Appendix B to the draft Plan), community consultations (including four public meetings with residents), the draft Design Guidelines and Policies, the contents of an HCD Plan, and next steps for the Plan Review.

The Chair discussed the Planning and Development Committee (PDC) meeting regarding the draft Plan tentatively scheduled for June 10, 2013. In response to the Chair, Ms. Waldie responded that a meeting with residents regarding the draft Plan is tentatively scheduled for May 23, 2013. Mr. Holmes said that he looks forward to November 2013 when Council will be asked to approve the revised HCD Plan. He also praised Heritage staff on their work thus far, discussed the poor attendance at some of the public meetings, noted that most residents understand the overall importance of the Plan Review, and that the draft Plan will need to be fine-tuned before it is provided to Council for approval.

The Vice-Chair said that the draft Plan is a great document and praised Heritage staff on

their work. He asked about the long-term work plan for heritage during the next two to four years and, specifically, the status of the Port Credit HCD Plan Review in the work plan. In response, Mr. Warrack and Mr. Whittemore discussed the business plan, budget, and strategy for heritage and associated existing resources and resource allocations.

Mr. Warrack discussed the importance of having policies adopted via a by-law, rather than guidelines, for HCDs as per the *Ontario Heritage Act* so that the Plan can be fully defended if the City needs to go before the Ontario Municipal Board or a court of law.

Mr. Spaziani discussed the Plan's value and noted that controversy may arise when the relevant by-law is enacted. He suggested that various numerics (e.g., lot coverage, gross floor area, and severance numbers) for properties should be documented when they are assessed. Mr. Warrack said that this matter is being handled by the Planning and Building Department who are working on the Official Plan amendments that are required via the Plan and discussed the statutory PDC meeting where this matter will be discussed.

The Committee dealt with Item 3 at this time.

3. Project Status Update, Meadowvale Village Heritage Conservation District Plan Review, Ward 11

Corporate Report dated March 25, 2013 from the Commissioner of Community Services with respect to a project status update for the Meadowvale Village Heritage Conservation District Plan Review.

Recommendation

HAC-0028-2013

1. That the PowerPoint presentation, dated April 23, 2013 and entitled "Meadowvale Village HCD Plan Review: Project Update to the Heritage Advisory Committee," by Laura Waldie, Heritage Coordinator, Special Projects, to the Heritage Advisory Committee on April 23, 2013 be received; and
2. That the Corporate Report dated March 25, 2013 from the Commissioner of Community Services entitled "Project Status Update, Meadowvale Village Heritage Conservation District Plan Review, Ward 11" be received.

Received (J. Holmes)

MATTERS CONSIDERED

4. Request to Alter a Heritage Designated Property, Parker (Chappell) House, 4300 Riverwood Park Lane, Ward 6

Corporate Report dated March 26, 2013 from the Commissioner of Community Services with respect to a request to alter a heritage designated property, the Parker (Chappell) House, located at 4300 Riverwood Park Lane.

Recommendation

HAC-0029-2013

That the request to alter the Parker (Chappell) House, as described in the Corporate Report dated March 26, 2013 from the Commissioner of Community Services, be approved.

Approved (J. Tovey)

5. Request to Demolish a Heritage Listed Property, 25 Queen Street South, Ward 11

Corporate Report dated March 26, 2013 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 25 Queen Street South.

Recommendation

HAC-0030-2013

That the property at 25 Queen Street South, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

Approved (R. Cutmore)

6. Request to Demolish a Heritage Listed Property, 29 Cotton Drive, Ward 1

Corporate Report dated March 12, 2013 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 29 Cotton Drive.

In response to Ms. Walmsley and the Vice-Chair, Ms. Wubbenhorst said that Arborist Reports for properties in Cultural Landscapes like Mineola West are only provided to the Committee when they are also requested by the Planning and Building Department via the Site Plan process and that Archaeological Assessments are only required for larger development applications if there is archaeological potential, as per the Ministry of Tourism, Culture and Sport's criteria. The Vice-Chair said that he would obtain the property's Site Plan with landscaping from the Planning and Building Department.

Recommendation

HAC-0031-2013

That the property at 29 Cotton Drive, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

Approved (J. Tovey)

7. Request to Demolish a Heritage Listed Property, 250 Pinetree Way, Ward 1

Corporate Report dated March 19, 2013 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 250 Pinetree

Way.

Recommendation

HAC-0032-2013

That the property at 250 Pinetree Way, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

Approved (J. Tovey)

8. Request to Demolish a Heritage Listed Property, 1296 Woodland Avenue, Ward 1

Corporate Report dated March 19, 2013 from the Commissioner of Community Services with respect to a request to demolish a heritage listed property located at 1296 Woodland Avenue.

Ms. Walmsley discussed the removal of large trees that are located in the footprints of new properties. The Vice-Chair discussed the importance of the Committee receiving Arborist Reports for heritage listed properties in Cultural Landscapes like Mineola West, previous discussions by the Committee regarding the latter, the importance of preserving the Carolinian forest in Mineola West, and the importance of knowing the replacement tree plans and species. In response, Ms. Wubbenhorst said that she would obtain the Planning and Building Department's criteria for requesting Arborist Reports from property owners and bring this matter forward at the Committee's next meeting.

Recommendation

HAC-0033-2013

That the property at 1296 Woodland Avenue, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

Approved (R. Cutmore)

9. Heritage Impact Statement Addendum, 1162 Vesta Drive, Ward 1

Memorandum dated March 19, 2013 from Paula Wubbenhorst, Acting Senior Heritage Coordinator, with respect to the Heritage Impact Statement Addendum for 1162 Vesta Drive.

Mr. Spaziani said that it does not appear that trees will be removed via this application.

Recommendation

HAC-0034-2013

That the Memorandum dated March 19, 2013 from Paula Wubbenhorst, Acting Senior Heritage Coordinator, entitled "Heritage Impact Statement Addendum, 1162 Vesta Drive, Ward 1," be received.

Received (M. Spaziani)

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10. Heritage Trees and Trees of Significance

Memorandum dated April 2, 2013 from Paula Wubbenhorst, Acting Senior Heritage Coordinator, and Gavin Longmuir, Manager, Forestry, with respect to heritage trees and trees of significance.

Ms. Walmsley said that this is the first document that she has read about heritage trees that begins with a discussion of what is not a heritage tree. She added that she is happy that this is something that is currently happening in the City's Forestry section.

Recommendation

HAC-0035-2013

That the Memorandum dated April 2, 2013 from Paula Wubbenhorst, Acting Senior Heritage Coordinator, and Gavin Longmuir, Manager, Forestry, entitled "Heritage Trees and Trees of Significance," be received.

Received (M. Walmsley)

11. Status of Outstanding Issues from the Heritage Advisory Committee

Chart dated April 23, 2013 from Julie Lavertu, Legislative Coordinator, Heritage Advisory Committee, with respect to the status of outstanding issues from the Heritage Advisory Committee.

Ms. Wubbenhorst requested that the "various heritage-related tree issues" outstanding matter be removed from the chart, as this matter was addressed via Item 10 (please see above) on the Committee's April 23, 2013 agenda.

Recommendation

HAC-0036-2013

That the chart dated April 23, 2013 from Julie Lavertu, Legislative Coordinator, Heritage Advisory Committee, with respect to the status of outstanding issues from the Heritage Advisory Committee, be received.

Received (M. Wilkinson)

SUBCOMMITTEE UPDATES FROM CHAIRS

12. Heritage Designation Subcommittee

Mr. Dodaro said that the Subcommittee met with Heritage staff on April 22, 2013 to review various initiatives that the Subcommittee wants to pursue in 2013. He noted that the Subcommittee will follow up on the various items and provide the Committee with a written report at its next meeting. In response to Mr. Dodaro, Ms. Lavertu discussed the Committee's budget, overall budget processes for the City's Advisory Committees, and the need for Subcommittees to prepare Memorandums for placement on the Committee's agendas to elaborate on their individual budget requests.

Mr. McCuaig said that the Subcommittee wishes to spend funds on activities that are not being pursued due to staff and budget constraints (e.g., hiring consultants to conduct preliminary registry and title evaluations on non-heritage listed properties). He discussed the Subcommittee's three areas of interest (namely, recognizing First Nations in heritage designations and Cultural Landscapes, new architecture in the City and its heritage value, and Cultural Landscapes that are not being effectively marketed) and possible initiatives.

In response to the Chair, Ms. Wubbenhorst said that Heritage staff and Committee members have free access to title search information, but that it is difficult to find the chain of title on properties. She noted that consultants can research the chain of title on a property for about \$250 and that this is a key step in heritage designations. Mr. Wilkinson discussed Heritage Mississauga's work with First Nations and plaque/marker recognition program and said that he would discuss these matters with Mr. Dodaro and Mr. McCuaig.

13. Heritage Tree Subcommittee – No update

14. Meadowvale Village Heritage Conservation District Review Committee

The Chair asked for clarification regarding the Review Committee's rules of order and administrative and reporting processes, and mandate, including whether non-Review Committee members can attend meetings. He suggested that the Governance Committee could review this matter, as residents are asking questions about the Review Committee and he considers the Review Committee to be a quasi-judicial and decision-making body.

Mr. Holmes discussed the Review Committee's membership and operations and noted that it reports its recommendations to the Committee. He said that the Review Committee issues an annual newsletter highlighting its work and role and that a number of new Meadowvale Village property owners are questioning the Review Committee's work and the changes that will occur later this year via the Meadowvale Village HCD Plan Review.

Ms. Egl said that Heritage and Clerk's Office staff reviewed the Review Committee's framework and that it is not explicitly detailed in the current HCD Plan. She added that the Plan Review may provide more information and/or guidelines regarding this matter.

15. Public Awareness Subcommittee – No update

INFORMATION ITEMS – Nil

DATE OF NEXT MEETING – Tuesday, May 28, 2013 at 9 a.m., Council Chamber

OTHER BUSINESS

Adaptive Reuse of Port Credit's 1923 Pumping Station

Mr. Cutmore said that Councillor Tovey recently facilitated a meeting regarding the

above-noted matter and that he attended the meeting as the Port Credit Salmon and Trout Association's representative. He noted that residents have obtained verbal approval to proceed with the project, that a business report is being drafted, and that there will be fish raising tanks, an aquarium, and an interpretive centre regarding heritage matters. Mr. Cutmore stated that the Committee will be reviewing this matter in the near future. The Vice-Chair discussed the matter and emphasized its value for residents and area schools.

#### Fire Suppressant Hydrant-Type Pieces on Imperial Oil Lands in Port Credit

Mr. Cutmore said that residents have visually reviewed the above-noted lands and identified twelve fire suppressant hydrant-type pieces of equipment. He noted that residents have contacted the contractors to obtain the tops of the hydrants so that they can be preserved and displayed in Port Credit, as they have different features and their casting marks and identifiers could provide a connection to the history of the above-noted lands.

#### Dowling House Update

In response to Mr. Wilkinson, Ms. Wubbenhorst discussed court proceedings regarding the above-noted property which was relocated without a heritage permit. She said that the defendant pleaded guilty and was fined \$30,000. In response to Mr. Holmes, Ms. Wubbenhorst said that the property is on a foundation and will be restored. The Vice-Chair thanked Susan Burt, Director, Culture Division, and Heritage staff for their efforts.

#### Small Arms Building Mural and Library and Archives Canada Research

The Vice-Chair said that the Lakeview Park Alternative School is doing a mural for the Small Arms Building to commemorate the airport and the Curtiss Flying School. He said that he would be reviewing images of the airport from 1915-1916 and original log book at the Library and Archives Canada in Ottawa in the near future and that these materials may be displayed during the upcoming Doors Open event in September 2013.

#### Carassauga Festival of Cultures Event on May 24-26, 2013

Mr. Wilkinson discussed the above-noted three-day event. He said that he is attending the event as a Heritage Mississauga staff member, but encouraged Committee members to attend, noting that the Committee's display board will be unmanned and feature various brochures and other informative materials for the public.

ADJOURNMENT – 11:03 a.m. (M. Wilkinson)

MAY 28 2013



# Corporate Report

Clerk's Files

Originator's  
Files

**DATE:** May 7, 2013

**TO:** Chair and Members of the Heritage Advisory Committee  
Meeting Date: May 28, 2013

**FROM:** Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

**SUBJECT:** **Request to Alter a Heritage Designated Property**  
**Streetsville Cenotaph**  
**7 Main Street**  
**(Ward 11)**

- RECOMMENDATION:**
1. That the request to alter the Streetsville Cenotaph, as described in the report from the Commissioner of Community Services, dated May 7, 2013, be approved subject to further investigation of the brick by an experienced heritage mason.
  2. That the heritage designation by-law be updated once the move and restoration are complete.
  3. That the granite sets, which run along the south side of the cenotaph, be incorporated into the development in some way and/or reused elsewhere within the village.

**REPORT  
HIGHLIGHTS:**

- The City is redeveloping the square where the Streetsville Cenotaph resides.
- To give the cenotaph its due reverence, the City proposes to move it further east, by thirty-five metres.
- Restoration work is also proposed, as well as altering the cenotaph's setting.
- Because the property is designated under the *Ontario Heritage Act*,

an approved heritage permit is required.

- Heritage Planning staff recommend approval, subject to the conditions outlined in the recommendation, most notably, investigative work by a heritage mason.

**BACKGROUND:**

At the instigation of Captain Reverend Frank Vipond, the Streetsville Overseas Veteran's Club erected the Streetsville Cenotaph in 1926. According to a 1925 article in the *Streetsville Review*, the Streetsville Cenotaph is the first brick memorial in the country. (See the Heritage Impact Statement, by E.R.A. Architects Inc., attached as Appendix 1.)

Located on Main Street, just east of Queen Street South, the cenotaph was originally about fifteen feet closer to Queen and formed a roundabout. The City relocated it to its present site in the mid-1990s to minimize the threat of oncoming traffic.

The City designated the property under the *Ontario Heritage Act* in 1983. As such, any alteration requires an approved heritage permit. Additionally, the property forms part of the Streetsville Village Core Cultural Landscape, adopted by Council in 2005.

In 2012, "8-80s Cities," a Canadian non-profit organization dedicated to public places, awarded the City a \$25,000 "Make a Place for People" grant to fund a public engagement process with the aim of revitalizing Main Street, between Queen and Church streets. The consultation process is now complete. The result is a proposed re-design of this "square" by CS&P Architects. Work is proposed to commence this summer.

**COMMENTS:**

CS&P's plan for the square calls for the relocation and restoration of the Streetsville Cenotaph. Located at Streetsville's main intersection, the cenotaph is extremely prominent within the village. However, many, including local veterans, feel that, in this high traffic area, next to a popular ice cream parlour, it is not given its due reverence. Moreover, on its large pink granite platform, it is not wheelchair accessible.

To address these concerns, the City's Parks & Forestry Division proposes to relocate the cenotaph approximately thirty-five metres to the east of its current location. The cenotaph would be installed on a small stepped base, no more than a pedestal. A shade structure would be installed at the cenotaph's current location to provide a performance space within the square.

Measurements were taken to arrive at the specific distance of thirty-five metres. This setback would create a space in front of the cenotaph that would accommodate approximately three hundred people, without closing Main Street, for small memorial ceremonies. Main Street could also be closed to accommodate more people for a larger Remembrance Day event.

The proposed treatment of the cenotaph would be more in keeping with its original configuration. This includes the small base, as well as plantings on all three sides, save for a wheel chair accessible "ceremonial" path in front. Moreover, while honey locust trees are proposed on both sides of the square, the area of the cenotaph would be marked with maples. Additional maple trees would be planted to the cenotaph's rear.

E.R.A.'s "preliminary" assessment of the cenotaph notes that the "maple bark" brick has deteriorated. As such, as part of the development, Parks & Forestry proposes to reconstruct the cenotaph with matching brick. All of the existing Credit Valley sandstone trim and the decorative bronze plaques and elements, including the crowning Celtic cross lamp, would be reinstalled to match the cenotaph's current composition.

In staff's opinion, with its colour, texture and apparently the innovation of building a monument with this material, the brick lends the monument significant physical/design value. Therefore, a complete rebuild would compromise the cenotaph's cultural heritage value. A thorough assessment of the cenotaph by an experienced heritage mason is needed before this course of action is taken. As per Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*, it would be preferable to restore as many bricks as possible and only replace bricks, like for like, as needed.

As mentioned previously, the Streetsville Cenotaph is designated under the *Ontario Heritage Act*, under by-law 770-83. The designation statement notes the monument's location at the intersection of Queen

Street and Main Street and states that it is "a significant landmark in the streetscape." Should the project proceed, the by-law should be updated to capture the new location, and more explicitly comply with Regulation 9/06, the Ontario Heritage Act's Criteria for Determining Cultural Heritage Value or Interest, with a comprehensive list of heritage attributes, as per current Ministry guidance.

The cenotaph has already been displaced slightly from Queen Street South. The proposed further, more significant, displacement would bring increased tranquility to this important landmark. While Queen Street South is currently the main thoroughfare of Streetsville, Heritage Planning staff also note that Main Street, hence the name, was once the main route; this road led down to mills along the Credit River. The proposed location may actually be closer to the village's pre-World War I heart.

Ultimately, the proposal, through the cenotaph's restoration and/or reconstruction and relocation, will likely prolong the longevity of this important cultural heritage resource. As such, Heritage Planning staff recommend that it be approved subject to further investigation of the existing brick.

The E.R.A. report notes that the double row of granite, which currently runs along the south side of the cenotaph, originally formed part of Main Street, the actual street itself. Heritage Planning staff recommend that this stone be incorporated into the development in some way and/or reused elsewhere within the village.

**FINANCIAL IMPACT:** The cost is covered under Parks & Forestry's approved capital budget, with additional funding from the federal government's Community Infrastructure Improvement Fund. Additional funds are being sought from Veterans Affairs Canada's Cenotaph/Monument Restoration Program.

**CONCLUSION:** The City's Parks & Forestry Division proposes that the Streetsville Cenotaph be restored and relocated thirty-five metres east of its current locale. As the proposal will prolong the physical life of the

monument, through restored and/or new replica brick, and its displacement from a high traffic area, the proposal should be approved, subject to further investigation of the brick.

**ATTACHMENTS:**

Appendix 1: Heritage Impact Statement



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Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

*Prepared By: P. Wubbenhorst, Acting Senior Heritage Coordinator*



# Corporate Report

Clerk's Files

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Heritage Advisory Committee

MAY 28 2013

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**DATE:** May 7, 2013

**TO:** Chair and Members of the Heritage Advisory Committee  
Meeting Date: May 28, 2013

**FROM:** Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

**SUBJECT:** **Proposed Heritage Designation & Request to Demolish  
Outbuildings, Pool & Deck  
Gooderham Farmhouse  
7235 Second Line West  
(Ward 11)**

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- RECOMMENDATION:**
1. That the Gooderham Farmhouse, 7235 Second Line West, be designated under the *Ontario Heritage Act* for its physical/design, historical/associative and contextual value; and
  2. That the request to remove the outbuildings, above-ground pool and rear deck, be approved subject to the following conditions:
    - a) That a letter of credit, in an amount to be determined by the Director, Culture Division, be provided to the City of Mississauga to cover the cost of replacing and/or restoring any damage that may come to the Gooderham Farmhouse, including the later addition; and
    - b) That solid wood board hoarding be installed and maintained, for the duration of the demolition works, to protect the Gooderham Farmhouse; and
    - c) That the rear deck and pool be removed by hand; and
    - d) That the Dixie Radial Railway Depot Station be donated to the

Halton County Radial Railway, as per arrangements made with that organization.

**REPORT  
HIGHLIGHTS:**

- The City added the subject property to the Heritage Register in 2005.
- The current owner proposes to remove the outbuildings, an aboveground pool and deck.
- A Heritage Impact Statement, submitted on behalf of the owner, supports this proposal, with conditions.
- The proponent's Heritage Impact Statement also recommends that the Gooderham Farmhouse be designated under the *Ontario Heritage Act*.
- As such, Heritage Planning staff recommend that the property be designated under the *Ontario Heritage Act* and that the request to remove the outbuildings, pool and deck be approved, with the conditions outlined above.

**BACKGROUND:**

Francis Silverthorn presumably had the subject structure built in the mid-nineteenth century. (A location map is attached as Appendix 1.) Silverthorn went bankrupt in 1861 and Goodherham & Worts took ownership of his land and businesses. George Gooderham presumably began leasing the dwelling in 1869. He is the nephew of Gooderham & Worts' founding partner William Gooderham.

George Gooderham came to Meadowvale Village to operate his uncle's farm, under the supervision of William Gooderham's son, Charles Horace "Holly" Gooderham. Holly commissioned the Gooderham Mansion at the northeast corner of Second Line West and Old Derry Road. Gooderham & Worts began leaving the village in 1881. George Gooderham's family stayed on and contributed much to the Meadowvale (Village) community.

The City added the property to the Heritage Register in 2005. Since that time the Heritage Advisory Committee has expressed interest, to the former owner, in designating the property under the *Ontario Heritage Act*. The current property owner acquired the holdings in November 2012.

In 2013, the owner applied to subdivide the property into eleven lots

through consent applications to the Committee of Adjustment. (The proposal is shown in the Heritage Impact Statement, by Archaeological Services Inc., attached as Appendix 2.) Five lots were provisionally granted along Pine Valley Circle, the east side of the property. Six lots are proposed along Second Line West, the west side of the property. The applications for the west side of the property were deferred until October and may instead be subject to a Plan of Subdivision application.

**PRESENT STATUS:**

Section 27.3 of the *Ontario Heritage Act* states that structures or buildings on property listed on the City's Heritage Register cannot be removed or demolished without at least 60 days notice to Council. This legislation allows time for Council to review the property's cultural heritage value to determine if the property merits designation.

The proponent has submitted a heritage permit application requesting approval to remove the outbuildings, above-ground pool and deck. One of the outbuildings, the Dixie Radial Railway Depot Station, is to be donated to the Halton County Radial Railway. (See Appendix 3.) The previous long-time owner brought it to the site sometime between 1970 and 1990.

The Heritage Impact Assessment recommends that the Gooderham Farmhouse be designated under the *Ontario Heritage Act*. It also supports the request to remove the outbuildings, aboveground pool and deck, with conditions. The report cites a structural condition report, by Halsall Associates, attached as Appendix 4. ERA Architects Inc. has addressed the conditions relating to the removal of the built form, save for the Gooderham Farmhouse, in Appendix 5.

**COMMENTS:**

Heritage Planning staff recommend that the subject property be designated under the *Ontario Heritage Act* for its physical/design, historical/associative and contextual value. Ontario Regulation 9/06 prescribes the criteria for determining a property's cultural heritage value or interest. (The criteria are attached as Appendix 6.) The Gooderham Farmhouse meets these criteria:

**Physical/Design Value**

The property is representative of mid nineteenth century design. It is also a rare example of plank-on-plank construction.

**Historical/Associative Value**

The property has direct associations with the Gooderham family, members of which were significant to Meadowvale Village and beyond. Gooderham and Worts was a notable Canadian business and George Gooderham's family were prominent and active members of Meadowvale Village society. The property also yields or has the potential to yield information that contributes to an understanding of nineteenth century culture.

**Contextual Value**

The property is important in defining the character of Meadowvale Village. It is physically, functionally, visually and historically linked to the remainder of Meadowvale Village. It is also a local landmark. Archaeological Services Inc. dubs the house a "landmark gateway feature," as it marks the north entrance to the community.

The full cultural heritage assessment is attached as Appendix 7.

Heritage Planning supports the request to remove the outbuildings, aboveground pool and deck, subject to the conditions outlined in the recommendation of this report.

However, staff have concerns with the size of the lot proposed for the Gooderham Farmhouse, as per consent application "B" 22/13. The proposed lot is indicated as "Part 11" on the April 2013 Plan of Survey, attached as Appendix 8. While the lot may hold the existing 517 square foot house, it does not provide adequate space for a sympathetic addition. The lot is deep but it slopes steeply to Second Line West.

As such, an expansion to the east would dominate and overwhelm the heritage dwelling. Moreover, the Gooderham Farmhouse faces Old Derry Road rather than Second Line West, an attribute of its agricultural history. To ensure this heritage value is maintained, as per Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*, an addition should be sited to the rear (north) of the house. To guarantee the long-term viability of this cultural heritage resource, i.e. to prevent unsympathetic requests to alter, the proposed north lot line must be set back further from the dwelling.

Moreover, the Mississauga Official Plan states that the City “will require development to maintain locations and settings for cultural heritage resources that are compatible with and enhance the character of the cultural heritage resource” (7.4.1.3). The current proposal does not provide much of a setting at all.

The size of this parcel will ultimately be decided by the Committee of Adjustment or Council, vis-a-vis a Plan of Subdivision application. However, Heritage Planning staff recommend that the boundary of the heritage designation by-law extend to the northern drip line of the cluster of four coniferous trees along the street front property line, shown in the topographical detail, attached as Appendix 9. This cluster of trees would provide a natural buffer to minimize the impact of the impending development to the north. Moreover, this increased space would help ensure that a sympathetic expansion can be accommodated.

**FINANCIAL IMPACT:** There is no financial impact.

**CONCLUSION:** The property should be designated under the *Ontario Heritage Act* for its physical/design, historical/associative and contextual value. However, the request to remove the outbuildings and aboveground pool should be granted on the condition that hoarding be installed and a letter of credit submitted until the works are complete.

**ATTACHMENTS:**

- Appendix 1: Location Map
- Appendix 2: Heritage Impact Statement
- Appendix 3: Letter from Halton County Radial Railway
- Appendix 4: Condition Report
- Appendix 5: Conservation Letter
- Appendix 6: Ontario Regulation 9/06: Criteria for Determining Cultural Heritage Value or Interest
- Appendix 7: Cultural Heritage Assessment
- Appendix 8: Plan of Survey
- Appendix 9: Topographical Detail



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Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

*Prepared By: P. Wubbenhorst, Acting Senior Heritage Coordinator*

MAY 28 2013



# Corporate Report

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**DATE:** May 7, 2013

**TO:** Chair and Members of the Heritage Advisory Committee  
Meeting Date: May 28, 2013

**FROM:** Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

**SUBJECT:** **Request to Alter a Heritage Designated Property**  
**Adamson Estate**  
**850 Enola Avenue**  
**(Ward 1)**

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**RECOMMENDATION:** That the request to alter the Adamson Estate, as described in the report from the Commissioner of Community Services, dated May 7, 2013, be approved.

**BACKGROUND:** Sproatt and Rolph designed the main post-World War I Flemish gabled mansion at this site for Mabel Cawthra and Agar Adamson. The City designated the property under the *Ontario Heritage Act* in 1992. As such, a heritage permit is required to alter the property.

**COMMENTS:** The City's Facilities and Property Management Division proposes some life cycle repairs and restoration work. A site plan, including a location map, is attached as Appendix 1. A summary of proposed work, provided by ATA Architects Inc., is attached as Appendix 2.

Interior work includes repairing localized water damage on ceilings in two bedrooms, and possibly the sunroom as well. (See floor plans attached as Appendix 3.) One of the bedroom doors will also be restored, if the budget allows.

Exterior work, also shown in these plans, includes restoring the west ground floor door. As repair is always preferable to replacement, Heritage Planning staff must be consulted before resorting to a replica door.

Additional exterior work, shown in the roof plan and elevations, attached as Appendices 4 and 5 respectively, include the following:

- Remedy sunroom roof drainage issues by raising and therefore widening the waterproofing and copper gutter (with new waterproofing and a new gutter) between the fascia and parapet, resulting in the removal of the bottom layer of roof tiles
- Repair clay tile roof, using reclaimed tile where needed
- Restore wood cupola on sunroom
- Replace wood framed metal louvers with matching faux louvres (windows) to minimize attic condensation
- Replace copper flashing where needed
- Repair copper eavestroughs and downpipes
- Replace wood fascia where needed
- Repoint stone gable ends, using like for like mortar
- Repair stucco where needed, like for like, and paint to match existing stucco

Proposed repairs and replacements are like-for-like, complying with Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*. The proposed work will not negatively impact the property's heritage attributes; rather, it will help ensure the long-time vitality of this important cultural heritage resource. Accordingly, the proposal should be approved.

**FINANCIAL IMPACT:** The cost is covered under Facility and Property Management's 2012 approved capital budget, as procurement of the consulting service commenced last year.

**CONCLUSION:** It is recommended that the proposed repair and restoration work proceed, for the long term benefit of this invaluable cultural heritage resource.

**ATTACHMENTS:**

- Appendix 1: Site Plan
- Appendix 2: Summary of Work
- Appendix 3: Floor Plans
- Appendix 4: Roof Plan
- Appendix 5: Elevations



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Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

*Prepared By: P. Wubbenhorst, Acting Senior Heritage Coordinator*

MAY 28 2013



# Corporate Report

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**DATE:** May 8, 2013

**TO:** Chair and Members of the Heritage Advisory Committee  
Meeting Date: May 28, 2013

**FROM:** Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

**SUBJECT:** **Designated Heritage Property Grants 2013**

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**RECOMMENDATION:** That the Heritage Advisory Committee recommend to the Director of Culture to approve the 2013 Designated Heritage Property Grant applications as outlined in the report from the Commissioner of Community Services, dated May 8, 2013.

**BACKGROUND:** In May 2007 Council adopted By-law 0184-2007, as amended February 25, 2009, to provide grants to owners of heritage designated properties. The program assists heritage designated property owners with financial assistance from a minimum of \$500 to a maximum of \$5,000 in matching funds for conservation projects, and up to \$10,000 for structural projects. Properties must be designated under the *Ontario Heritage Act*, and the work proposed must be a restoration or reconstruction of original architectural elements. Applications must include two quotes.

As per usual, the Heritage Property Grant Review Subcommittee, appointed by the Heritage Advisory Committee, met and reviewed the applications to ensure they were complete and meet all of the program's criteria.

Eligible projects include:

- Conservation of existing architectural elements;
- Reconstruction of existing architectural elements that need repair;
- Restoration of architectural elements which have been lost but can be replicated based on documentary evidence; and
- Repair and restoration of building elements required for structural soundness.

**COMMENTS:**

Sixteen applications were submitted by the advertised deadline of April 19, 2013. Of these sixteen, one was deemed ineligible and one was withdrawn by the applicant.

A summary of the recommended grant awards is attached as Appendix 1. The 2013 approved operating budget available for the Designated Heritage Property Grant program is \$75,000. The total 2013 recommended grant awards is just slightly less than \$67,000.

Grant applicants will be notified of these results with any conditions, including whether the work proposed requires a heritage permit. The proposed work must be complete by October 25, 2013, so that final inspections can be made by Heritage Planning staff shortly thereafter. Invoices are due by November 29, 2013.

**FINANCIAL IMPACT:**

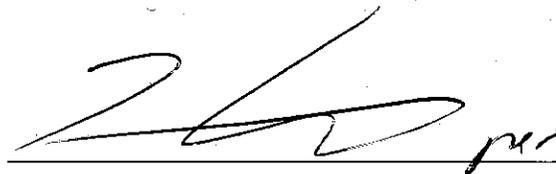
\$75,000 funding is available in cost centre 21134 for the Designated Heritage Property Grant program.

**CONCLUSION:**

A total of fourteen Designated Heritage Property Grant applications are recommended for the 2013 program. Payment of the grants to the successful applicants will be within the allotted \$75,000 fund.

**ATTACHMENTS:**

Appendix 1: Summary of Heritage Grants 2013



Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

*Prepared By: Elaine Eigl, Heritage Coordinator*

Appendix 1: Summary of 2013 Designated Heritage Property Grants

<i>Address</i>	<i>Applicant</i>	<i>Project</i>	<i>Max. Grant Amount</i>
1045 Barberry Lane	Kimberly Van Wart	2nd floor wood windows replication	\$ 5,000.00
185 Derry Road West	Melissa Wooder	Foundation repair work	\$ 8,418.50
4030 Dixie Road	Doru Vasile	Brick work remediation	\$ 5,000.00
32 Front Street	Louie Manzo	Painting - house	\$ 5,000.00
6650 Hurontario Street	Gerhard Feullert	Wood trim restoration work	\$ 5,000.00
36 Lake Street	Ryan Hunwicks	Garage door replication	\$ 5,000.00
1090 Old Derry Road	Elizabeth Mowling	Brick chimney rebuild & stucco restoration	\$ 5,000.00
7050 Old Mill Lane	Michael Bryne	Soffit and eaves return replication	\$ 1,793.88
7005 Pond Street	Martin Boeyken	Fence replication	\$ 5,000.00
7015 Pond Street	Dave Moir	Painting - house	\$ 3,100.19
7135 Pond Street	Gabrielle & Brian Carmody	Painting - house	\$ 2,824.25
292 Queen Street South	Gino Bonnocorso	Porch restoration	\$ 2,284.80
6995 Second Line West	Gord & Brenda MacKinnon	Foundation repair work	\$ 3,172.48
1101 Willow Lane	Betty & Patrick Chartrand	Repair/replace rotten joists, posts, railings, & soffit, fascia repair	\$ 10,000.00
			\$ 66,594.10

Please note, some projects require a heritage permit and conditions may be imposed to ensure that the property's cultural heritage value is not compromised.

MAY 28 2013



# Corporate Report

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**DATE:** May 8, 2013

**TO:** Chair and Members of the Heritage Advisory Committee  
Meeting Date: May 28, 2013

**FROM:** Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

**SUBJECT:** **Request to Alter a Heritage Designated Property**  
**Meadowvale Village Heritage Conservation District**  
**7005 Pond Street**  
**(Ward 11)**

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**RECOMMENDATION:** That the request to alter the property at 7005 Pond Street, as described in the report from the Commissioner of Community Services, dated May 8, 2013, be conditionally approved, contingent on the applicant receiving clearance from the City's Transportation & Works department for lot regrading.

**BACKGROUND:** The subject property is one of the original mid-nineteenth century stacked plank-on-plank structures. It is a one-and-one-half storey structure with a stone foundation and stucco façade. (A location map and contemporary images are attached as Appendices 1 and 2 respectively.) The City designated the property, as part of the Meadowvale Village Heritage Conservation District, in 1980. As such, alterations require a heritage permit.

**COMMENTS:** The property owner seeks to replicate a fence which previously existed on the property. A historic image is attached as Appendix 3. To support their request the owners provided, with their application,

historic images of the subject property showing the fence that once existed on the subject property; historic images of nearby properties showing fences in a variety of shapes, forms, dimensions and materials; a sketch of the proposed replica fence detailing the height, picket style and picket separation; recent photographs and a plan of their property which shows the proposed location of the replica fence. See Appendix 4.

The proposed replica fence will be as similar to the original as possible, based on the historic image attached. Specifically it will:

- be a simple white, wood picket fence;
- have pickets that are flat topped, per the historic image, not Gothic style pointed-ends;
- have post caps that replicate the original ones, or as close an approximation as can be inferred, per the historic image;
- have pickets that are not touching. Historically, the purpose of fencing was to keep things out of a yard, (usually wandering livestock), unlike contemporary fences which strive to keep things in the yard. Therefore the replica fence will have pickets which are separated by a space that satisfies both the historic esthetic and current building codes standards;
- not be taller than 42”.

The Meadowvale Village Heritage Conservation District Review Committee Subcommittee has provided a letter of support for proposed replica fence. See Appendix 5.

**FINANCIAL IMPACT:** There is no financial impact.

**CONCLUSION:** The owners of 7005 Pond Street would like to replicate a fence which once existed on their property. They propose to recreate the shape, form, dimension and materials of the historic fence, based on historic images of the property.

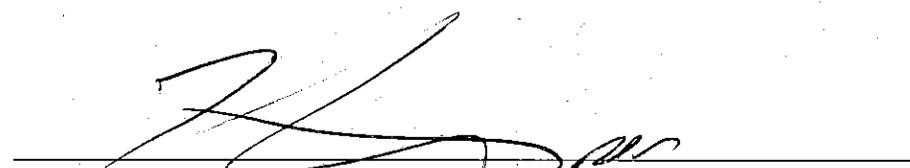
As the subject property forms part of the Meadowvale Village heritage conservation district, and is thus designated under the *Ontario Heritage Act*, a heritage permit is required. Review of the proposal reveals that the proposal complies with the Meadowvale Village Heritage Conservation District Design Guidelines.

However, the property has been the subject of recent lot regrading which the City's Transportation & Works department will be investigating.

The application should be approved based on the conditions outlined in the Comments Section above, and once clearance has been received from the appropriate official in Transportation & Works.

**ATTACHMENTS:**

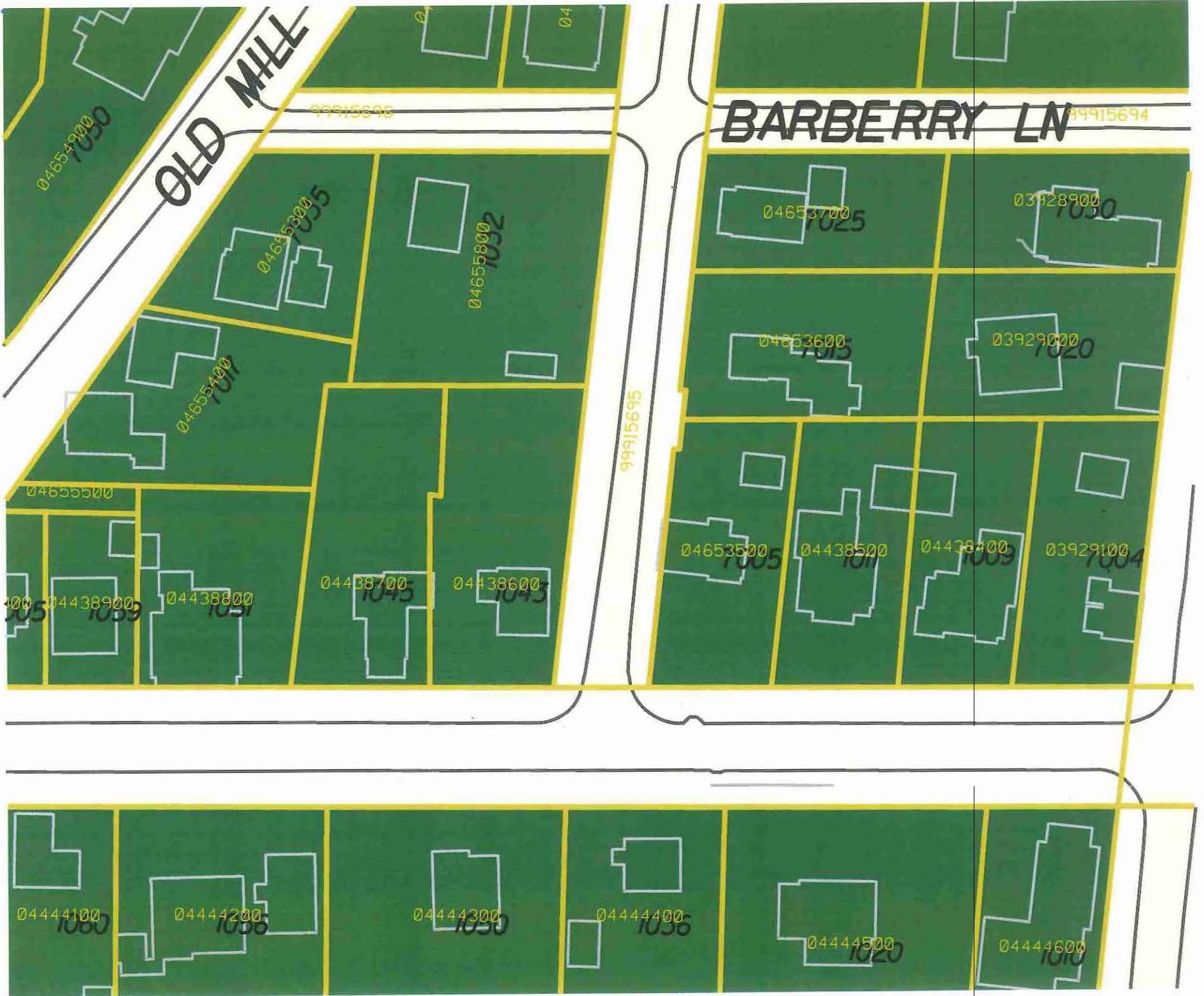
- Appendix 1: Location Map
- Appendix 2: 2012 images of building
- Appendix 3: Historic image of building and fence
- Appendix 4: Designated Property Permit Application and documentation
- Appendix 5: Meadowvale Village Heritage Conservation District Review Committee letter of support.



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Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

*Prepared By: Elaine Eigl, Heritage Coordinator*







# Heritage Property Permit Application



The Corporation of the City of Mississauga  
Community Services  
Culture Division  
201 City Centre Drive, Suite 202  
Mississauga, ON L5B 2T4  
FAX: 905-615-3828  
www.mississauga.ca/heritageplanning

Personal information collected on this form and other required documents is collected under the authority of the Ontario Heritage Act, s.33(1)(2) and s.42 (1,2,2.2) and City of Mississauga Heritage By-law 215-07 as amended. The information will be used to process the application. Questions about the collection of this personal information should be directed to the Senior Heritage Coordinator, 201 City Centre Drive, Mississauga ON L5B 2T4, Telephone 905-615-3200 ext. 5385

## LOCATION DETAILS

(Please Print Clearly)

For Office Use Only:

Heritage Property Permit Number: \_\_\_\_\_

Will the Heritage Advisory Committee review be required?  Yes  No

Municipal Address: 7005 POND ST. LSW 1A1

Legal Address: SAME

Property Owner: MEGHAN, MARTIN BOEYKENS Contact Address: SAME

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email address: \_\_\_\_\_

HERITAGE DESIGNATION BY-LAW NUMBER (if applicable): \_\_\_\_\_

What type of Permit is Required?

Alteration or addition  Yes  No

Demolition  Yes  No

New Construction  Yes  No

Repeal of Designation By-law  Yes  No

Is there a corresponding application, such as: NO

a) Building permit number \_\_\_\_\_

b) Site Plan application number \_\_\_\_\_

c) Rezoning application number \_\_\_\_\_

d) Other \_\_\_\_\_

### Description of Work to be Completed:

Please attach drawings, site plans, and photographs to better illustrate the project. These may be required depending on the scale of the project.

ERECTION OF A PICKET FENCE HISTORICALLY ACCURATE USING IN-KIND MATERIALS  
APPROXIMATELY 42" HIGH, AS PER DESIGN ATTACHED

Name: MARTIN BOEYKENS  
Please Print

Date: 2013 04 19  
YYYY / MM / DD

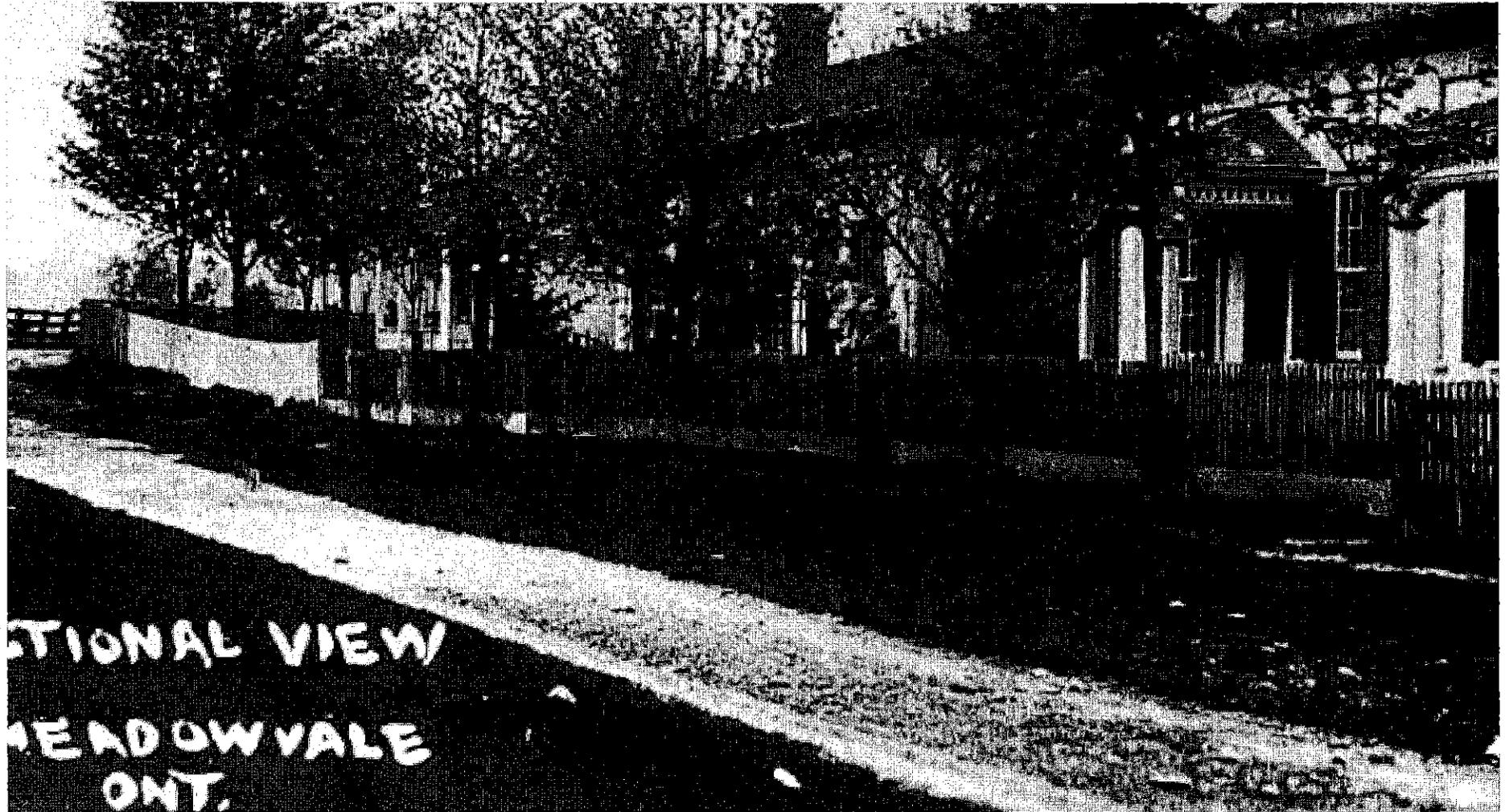
Signature (of property owner):

For information or assistance please contact "Heritage Planning, Community Services" at 905-615-3200 ext. 5070 or ext. 5385

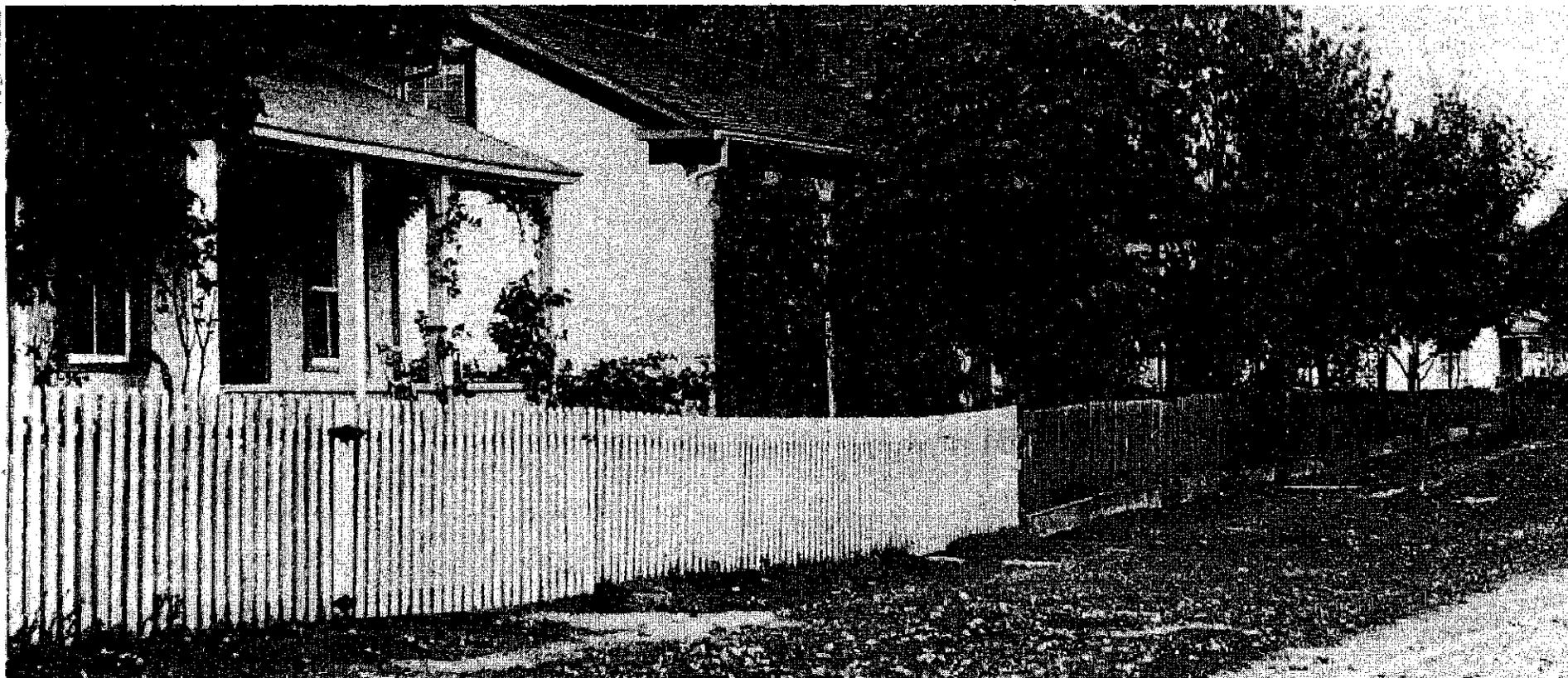
Determining the top of the pickets for 7005 Pond St. based upon the historic photos has proved to be a challenge. The photograph below is also attached to the email in high resolution.



The photograph below is one of Pond street west (looking north). The white picket fence at the end of the road appears to have square flat tops.



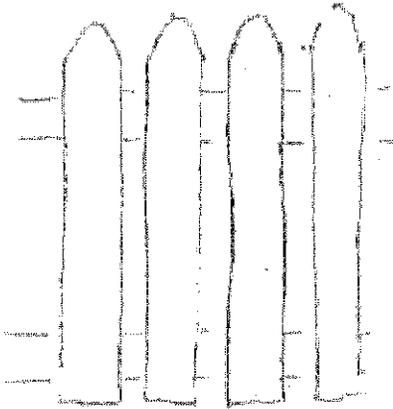
Looking at same Pond St. white fence but from the north, reveals the shape of pickets not to be flat tops.



The exercises makes apparent the difficulty in determining the shape of a picket from the distance.

It appears evident that determining the shape of a picket from the distance can be a challenge. If the City of Mississauga Heritage group is in agreement, I'd like to suggest building of a picket fence historically accurate with Meadowvale Village and built from in-kind materials. The MVHDRC supports the building of a picket fence with such shape as per meeting on Friday 12 of April at Jim Holmes.

Design as follows



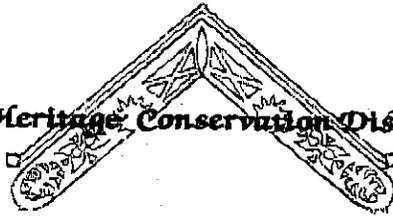
Meghan and Martin Boeykens

7005 Pond St.





*Meadowvale Village Heritage Conservation District Review Committee*



ATT: ELAINE

April 26, 2013.

Heritage Advisory Committee  
City of Mississauga  
300 City Centre Dr.  
Mississauga, Ont. L5M 3C1

Attention: George Carlson, Chairman

Dear Councillor Carlson:

Re: 7005 Pond Street, Meadowvale Village – Boykens

This Review Committee is not opposed to the construction of a proposed picket fence at the above address. The fence should be similar to the original in terms of height and use of materials.

Mr. & Mrs. Boyken have acknowledged that there have been changes made to the landscaping and that any future alterations requiring a Heritage Permit will go through the normal approval process.

Should further information or comment be required, please do not hesitate to contact the writer.

Yours truly,  
Meadowvale Village HCDRC

Jas. P. Holmes,  
Chairman

MAY 28 2013



# Corporate Report

Clerk's Files

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**DATE:** April 30, 2013

**TO:** Chair and Members of the Heritage Advisory Committee  
Meeting Date: May 28, 2013

**FROM:** Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

**SUBJECT:** **Request to Demolish a Heritage Listed Property**  
**1546 Douglas Drive**  
**(Ward 1)**

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**RECOMMENDATION:** That the property at 1546 Douglas Drive, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

**BACKGROUND:** Section 27.3 of the *Ontario Heritage Act* states that structures or buildings on property listed on the City's Heritage Register cannot be removed or demolished without at least 60 days notice to Council. This legislation allows time for Council to review the property's cultural heritage value to determine if the property merits designation.

The owner of the subject property submitted a Site Plan application under file SPI 12 192, to replace the existing single detached dwelling with a new one. The subject property is listed on the City's Heritage Register as it forms part of the Mineola West cultural landscape, noted for its original large lotting pattern, mature trees, undulating topography and overall character of early twentieth century development.

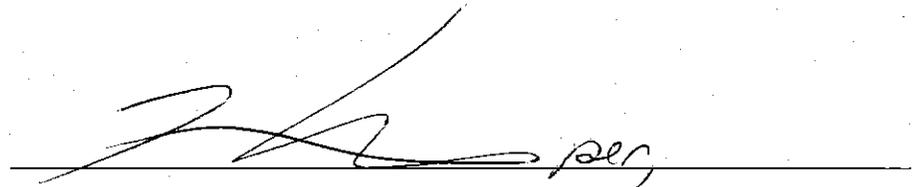
**COMMENTS:** The property owner requests permission to demolish the existing structure. The Heritage Impact Statement, by Irene Gankevitch, is attached as Appendix 1. It is the consultant's conclusion that the house at 1546 Douglas Drive is not worthy of heritage designation. Staff concurs with this opinion.

The landscaping and urban design related issues will be reviewed as part of the Site Plan review process to ensure that the project respects the character of the surrounding community.

**FINANCIAL IMPACT:** There is no financial impact.

**CONCLUSION:** The owner of 1546 Douglas Drive has requested permission to demolish a structure on a property listed on the City's Heritage Register. The applicant has submitted a documentation report which provides information which does not support the building's merit for designation under the *Ontario Heritage Act*.

**ATTACHMENTS:** Appendix 1: Heritage Impact Statement



Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

*Prepared By: P. Wubbenhorst, Acting Senior Heritage Coordinator*

MAY 28 2013



# Corporate Report

Clerk's Files

Originator's  
Files

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**DATE:** April 30, 2013

**TO:** Chair and Members of the Heritage Advisory Committee  
Meeting Date: May 28, 2013

**FROM:** Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

**SUBJECT:** **Request to Demolish a Heritage Listed Property**  
**1171 Stavebank Road**  
**(Ward 1)**

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**RECOMMENDATION:** That the property at 1171 Stavebank Road, which is listed on the City's Heritage Register, is not worthy of designation, and consequently, that the owner's request to demolish proceed through the applicable process.

**BACKGROUND:** Section 27.3 of the *Ontario Heritage Act* states that structures or buildings on property listed on the City's Heritage Register cannot be removed or demolished without at least 60 days notice to Council. This legislation allows time for Council to review the property's cultural heritage value to determine if the property merits designation.

The owner of the subject property submitted a Site Plan application under file SPI 12 178, to replace the existing single detached dwelling with a new one. The subject property is listed on the City's Heritage Register as it forms part of the Mineola West cultural landscape, noted for its original large lotting pattern, mature trees, undulating topography and overall character of early twentieth century development.

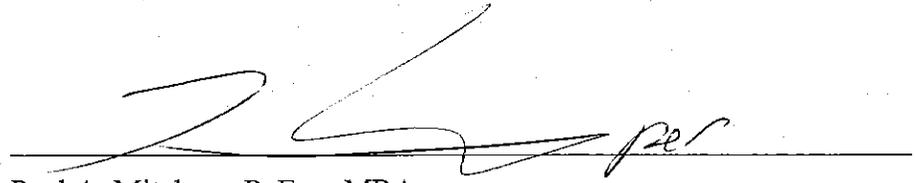
**COMMENTS:** The property owner requests permission to demolish the existing structure. The Heritage Impact Statement, by Gillespie Heritage Consulting, is attached as Appendix 1. It is the consultant's conclusion that the house at 1171 Stavebank Road is not worthy of heritage designation. Staff concurs with this opinion.

A tree inventory and report are attached as appendices 2 and 3 respectively. The landscaping and urban design related issues will be reviewed as part of the Site Plan review process to ensure that the project respects the character of the surrounding community.

**FINANCIAL IMPACT:** There is no financial impact.

**CONCLUSION:** The owner of 1171 Stavebank Road has requested permission to demolish a structure on a property listed on the City's Heritage Register. The applicant has submitted a documentation report which provides information which does not support the building's merit for designation under the *Ontario Heritage Act*.

**ATTACHMENTS:** Appendix 1: Heritage Impact Statement  
Appendix 2: Tree Inventory  
Appendix 3: Tree Inventory Report



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Paul A. Mitcham, P. Eng, MBA  
Commissioner of Community Services

*Prepared By: P. Wubbenhorst, Acting Senior Heritage Coordinator*

MAY 28 2013

**Memorandum**Community Services Department  
Culture Division

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**TO:** Chair and Members of the Heritage Advisory Committee

**FROM:** Paula Wubbenhorst, Senior Heritage Coordinator

**DATE:** May 7, 2013

**FILE:** Cultural Landscape Heritage Impact Statement Terms of Reference

**SUBJECT:** Arborist Report Requirement

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During the April 2013 meeting of the Heritage Advisory Committee, staff were requested to prepare a memo outlining the criteria Planning staff use to determine the requirements for an arborist report as they relate to heritage properties. The following is provided for information.

Development and Design staff require an arborist report when trees are:

- Scheduled for removal but will not be impacted by the proposed construction
- Shown to be preserved but will be impacted by the proposed construction, such as significant root loss or other injury

If the proposal calls for the removal of trees within the proposed buildable envelope, an arborist report is usually not required. However, replacement trees and a tree removal permit (if applicable) would be required.

As background, in the fall of 2011, as per a recommendation from the Heritage Advisory Committee, the Cultural Landscape Heritage Impact Statement Terms of Reference were updated to include the requirement of a certified arborist's report. It is required when the landscape's "natural environment" is a noted feature **and** when an arborist report is required as part of the Planning process.

Paula Wubbenhorst  
Senior Heritage Coordinator  
Culture Division  
905-615-3200, ext. 5385  
[paula.wubbenhorst@mississauga.ca](mailto:paula.wubbenhorst@mississauga.ca)

MAY 28 2013

April 2 2013  
4 Carlis Place  
Mississauga, Ontario  
L5G1A7

George Carlson  
Chair – Heritage Advisory Committee  
Councilor City of Mississauga  
Mississauga City Hall  
300 City Centre Drive  
Mississauga, L5B 3C1

Re: Property of Historical Interest  
9 Carlis Place, Hiawatha By the Lake, Port Credit

Dear Councilor Carlson,

I am submitting the request for the property of 9 Carlis Place, (port Credit) City of Mississauga be considered as a property of Historical Interest or Importance in Mississauga.

I have been advised to send this correspondence to you in your position of Chair of the Heritage Advisory Committee by Paula Wubbenhorst, Acting Senior Heritage Coordinator

Located on a parcel of land that has frontage on Lake Ontario, this private home/cottage was built in prior to 1940. From what I understand this home was originally built as a summer home for a Toronto based family, at a time when many properties along the Port Credit waterfront were used as weekend get-aways.

This home depicts the charm of bygone years as it captures the character of the Olde Port Credit. This is one of the few (perhaps the only) waterfront homes in the community of 'Hiawatha-By-the Lake' that still enjoys its original structure from the 1930's (or earlier)

9 Carlis Place has been home to only a few families since it built.

While my facts are not proven – they are gleaned from some elders in the community – here they are....

As I understand it the Grey Family ( the St. Lawrence Starch Company family) were the original builders / owners. After the Grey family - In the early 1940's the family who lived there was the Davidson Family. Mrs. Davidson ( Zeta Davidson) was a flamboyant

personality in the Port Credit area and was a trustee on the Board of Education for Port Credit Secondary School. Mr. and Mrs. Davidson had four children (Peter, George, Patricia and another daughter).

Subsequent to the Davidson family, the Harrison Family lived there – Mrs. Dorothy Harrison, and her son Kim. In the early 1990's a couple ( Jan and Larry) bought the property and lived there until 2011 when they relocated to Niagara on the Lake.

I believe this structure qualifies for being of cultural heritage value based on:

1. It is a unique and early example of lake-front living in Port Credit
2. It has direct association with a theme ( lake front living in a cottage style), direct association with an event ( Port Credit in early to mid 1900's) direct association with a person ( the Grey family / St. Lawrence Starch and Davidson family: Port Credit Board of Education /Toronto Township Board of Education)
3. It has the potential to yield information that contributes to the understanding of the community
4. It is of contextual value as it is important in defining, maintaining and supporting the character of the area as was envisioned in the original renderings of Hiawatha on the Lake neighborhood
5. It is a landmark in this neighborhood where such landmarks are becoming increasingly rare, and increasingly of heartfelt interest to those who hold out hope that there will be some links to the past maintained as Port Credit continues to develop in the future.

I look forward to hearing that this property is considered in the evaluation of Port Credit's Heritage, and ideally it be designated of Historical importance. I trust that I would receive communication that advises me of progress or actions.

Many thanks for your consideration – and for the work that you do for Mississauga.

Janet ( Grice) Gaysek

cc: Paula Wubbenhorst – Acting Senior Heritage Co-coordinator  
Cc: Elaine Eigl – Heritage Designation Requests  
Cc: Jim Tovey – Councilor Ward 1 City of Mississauga

MAY 28 2013



May 17<sup>th</sup>, 2013

Councillor George Carlson  
Chair, Heritage Advisory Committee  
City of Mississauga  
300 City Centre Drive  
Mississauga, ON L5B 3C9

Dear Councillor Carlson:

**Re: Nomination for the Ontario Heritage Trust Recognition Awards 2013**

In recognition of their significant contribution to the preservation of built, cultural and natural heritage in Mississauga, Heritage Mississauga in partnership with several community partners, recommends the following candidates to receive an Ontario Heritage Trust 2013 Recognition Award. Attached to this letter of recommendation are details of each nominee's achievements.

Under the category of the *Lieutenant Governor's Ontario Heritage Award for Lifetime Achievement* we recommend:

➤ **Mr. Joseph Paquette**

Under the category of *Heritage Award for Lifetime Achievement* we recommend:

➤ **Mrs. Jean Watt**

Under the category of *Natural Heritage* we recommend:

➤ **Archbishop Romero Catholic Secondary School: Humanitarian Environmental Leadership Program (HELP)**

Under the category of *Cultural Heritage* we recommend:

➤ **Mr. Duncan Willock**

Under the category of *Built Heritage* we recommend:

➤ **Mr. Mark Shoalts**

Each year Heritage Mississauga is privileged to recommend members of the heritage community for special recognition for the work they do to protect, preserve and promote Mississauga's heritage. We appreciate the opportunity to nominate these worthy candidates.

Sincerely,

Jayme Gaspar  
Executive Director

*Heritage Mississauga*  
1921 Dundas St. W., Mississauga, ON L5K 1R2  
[www.heritagemississauga.com](http://www.heritagemississauga.com),

## ***Ontario Heritage Trust Awards 2013***

***Nominations from Heritage Mississauga***

***Submission deadline: June 30<sup>th</sup>, 2013***

***(Submit to HAC by Friday, May 17<sup>th</sup>)***

### ***Built Heritage Award***

***Nominee: Mark Shoalts***

*Built Heritage Award Criteria: (Photographs of structures must be provided)*

- *leadership in the restoration and preservation of heritage structures (buildings, bridges, etc.)*
- *outstanding contributions as a volunteer member of a Municipal Heritage Committee or other organization dedicated to preserving heritage structures*
- *significant fundraising to support the restoration of a historic structure*

Mark Shoalts is a professional engineer, a member of Professional Engineers Ontario, the Ontario Society of Professional Engineers, the Canadian Association of Heritage Professionals, the Heritage Canada Foundation, and the Early American Industries Association. He is also a member of the Heritage Pelham Advisory Committee and a past member of the Niagara Region's Culture and Heritage Committee. He has hands-on experience in historical restoration, having personally performed restoration work on such sites as Butler's Barracks, Forte George, Balls Falls and Dundurn Castle. Mark is the fourth generation of his family to be involved in building construction and historical restoration. Mark was the structural engineer and heritage consultant for the award-winning 2010-2011 restoration of the Sharon Temple, a national historic site in Sharon, Ontario, and for the exterior restoration of Fredericton City Hall, a national Historic Site in New Brunswick. A true champion of heritage preservation, Mark has worked on and consulted on numerous heritage projects in the City of Mississauga, including the Dowling House (2285 Britannia Road - Mark assisted the City of Mississauga in assessing the building to determine its structural integrity); Abigail Street House (27 Mill Street - Mark advised regarding building materials and alterations to the property); Brown-McCaughtery House (1614 Wintergrove Gardens - project lead on rebuilding the heritage drive shed on this Designated property); Krasznai Residence, Clarkson; and a Peer Review of Proposal and Cost List for the Port Credit Post Office Redevelopment, amongst other projects.

### ***Cultural Heritage Award***

***Nominee: Duncan Willock***

*Cultural Heritage Award Criteria:*

- *outstanding contributions as a volunteer with a historical society, museum or historic site*
- *research or writing related to local history*
- *voluntary teaching of local history or traditions*
- *personal collections of local artifacts, heritage photographs or memorabilia that are shared with the community*

- *volunteer participation in activities or events that protect, preserve or promote First Nations, Métis, Franco-Ontarian heritage or others*

In celebration of the Bicentennial of the War of 1812 in 2012, Duncan Willock led the charge and chaired the "Battle of the Credit Organizing Committee", organizing and hosting a hugely successful re-enactment weekend, in what was the signature event for the City of Mississauga War of 1812 bicentennial activities. The "Battle of Credit" War of 1812 enactment, which drew over 10,000 people over two days, would not have happened without his direct support, enthusiasm and leadership. Outside of last year's activities, Duncan is a member and past president of the Streetsville Rotary Club, and since 2008 has been an integral member of the organizing committee for the Streetsville Founders Bread & Honey Festival. Duncan does seek recognition and is an enthusiastic professional and community volunteer who truly believes in the value of volunteerism and embodies the Rotary motto: "service above self".

### ***Natural Heritage Award***

#### ***Nominee: Archbishop Romero Catholic Secondary School: Humanitarian Environmental Leadership Program (HELP)***

##### *Natural Heritage Award Criteria:*

- *demonstrated leadership in the protecting natural heritage (endangered species habitats, rare Carolinian forests, wetlands, tall grass prairies, etc.)*
- *significant natural heritage conservation activities by private landowners*
- *outstanding contributions as a volunteer with a local natural heritage organization*
- *significant volunteer work at a conservation authority/area or parkland*

The Archbishop Romero Humanitarian Environmental Leadership Program (HELP) is nominated for their volunteer work to support the **Ecosource Iceland Teaching Garden**. The HELP program exposes secondary school students to a semester long immersion in volunteer activities to promote learning and leadership development. The HELP program has been a key partner in Ecosource's Mississauga Sustainable Urban Agriculture Project, and in particular have been champions in stewarding the Iceland Teaching Garden, and urban organic agriculture demonstration space in Mississauga established in 2011. At the Iceland Teaching Garden students have actively been planting, cultivating and harvesting food for the Eden Community Food Bank while learning about sustainable agriculture and important connections to Mississauga's ecosystems.

Participants: Scott Neil (teacher), Hamza Hussain, Liz Rodriguez, Eric Balawejder, Ashley Hyman, Chantal Alberto, Shanwen Payaket, Sophia Okunsky, Anthony Goncalves, Jackie Pearson, Jennifer Coburn, Christina Soucy, Benjamin Ly, Arvin Zaldivar, Brittany Curry-Sharples, Carlos Faustino, Roy Abou-Faour, Mikela Bradstreet, Alexandra Ponciano, Rebecca Ramos, Sinthu Vimaladasan, Alicia Carter, Kaitlyn Caesar, Stephanie DiTella and Marissa Jochim.

## ***Heritage Award for Lifetime Achievement***

### ***Nominee: Jean Watt***

*Lifetime Achievement Award Criteria (individuals only):*

- *an individual who, for 20 to 24 years, has made exceptional contributions to built, cultural and/or natural heritage conservation (refer to examples of activities above)*

It has been said that Jean's enthusiasm about local history is contagious. Jean is very modest about her contributions, but those who have worked with her, through the Streetsville Historical Society, the Streetsville Horticultural Society, or the Streetsville United Church, tell a different story. Every person we talked to about Jean's contributions related the same story: she is always willing to help and is always an enthusiastic supporter of the endeavours of these organizations for over 30 years. Jean was born and has lived all her life in Streetsville. Over the year she has had a variety of positions and responsibilities with the Streetsville Historical Society, including most recently as the Programs and Publicity Director, from which she retired in 2012 after serving with the Society for many, many years. In the past, Jean wrote for and assisted with the *Streetsville Review* newspaper, and assisted local historian and author Mary Manning with her publications on the history of Streetsville. Jean is an avid lover of gardening and local history, and continues to ably volunteer her time, knowledge and enthusiasm in support of the activities of the Streetsville Historical Society at community heritage celebrations.

## ***Lieutenant Governor's Ontario Heritage Award for Lifetime Achievement***

### ***Nominee: Joseph Paquette***

*Lieutenant Governor's Ontario Heritage Award for Lifetime Achievement Criteria (individuals only):*

- *an individual who, for 25 years or more, has made exceptional contributions to built, cultural and/or natural heritage conservation (refer to examples of activities above)*
- *individuals previously recognized in the Lifetime Achievement category are eligible*

Joseph (Joe) Paquette is a Métis elder and Veteran. Joe follows Anishinaabe (Ojibwa) traditions and teachings. Charismatic and engaging on every occasion and with audiences of all ages, Joe passionately shares the wisdom of his Elders. Joe has been involved in Aboriginal traditional teachings for over 25 years. He supports Aboriginal education programming in the community, and is a strong advocate for the awareness of aboriginal, historical and community traditions. Joe uses storytelling to capture his audience. Committed to education, he is a wealth of knowledge of Canadian history and the lessons it teaches us. He is a passionate leader, who selflessly dedicates his time to planning events, ceremonies and celebrations with partnering groups.

**STATUS OF OUTSTANDING ISSUES FROM THE HERITAGE ADVISORY COMMITTEE**  
**Prepared by Julie Lavertu, Legislative Coordinator, for the May 28, 2013 Heritage Advisory Committee Agenda**

<b>Property Name</b>	<b>Property Address</b>	<b>HAC Recommendation (if adopted)</b>	<b>Status</b>
<b>Outdoor Rifle Range</b>	1300 Lakeshore Road East	N/A	Heritage staff is currently working with Region of Peel staff to designate this property.
<b>Heritage Advisory Committee's Budget</b>	N/A	HAC-0023-2011	That the Legislative Coordinator for the Heritage Advisory Committee, in consultation with the Director of Arts and Culture, prepare a Memorandum for the Heritage Advisory Committee's May 24, 2011 meeting regarding the Heritage Advisory Committee's draft 2011 budget and include information about budget allocations for the City of Mississauga's other Advisory Committees of Council and the Heritage Advisory Committee's budget and spending history.  <i>Information regarding the Committee's budget and spending history will be provided to the Committee after the completion of the City Council Committee Structure Review in 2013.</i>
<b>Planning and Building Department's Criteria for Requesting Arborist Reports from Property Owners</b>			Ms. Wubbenhorst said that she would obtain the Planning and Building Department's criteria for requesting Arborist Reports from property owners and bring this matter forward at the Committee's next meeting.  <b>Refer to Item 9 on the Committee's May 28, 2013 agenda.</b>

12 - 1

Heritage Advisory Committee  
**MAY 28 2013**

MAY 28 2013

## ROBERT J. SWAYZE

BARRISTER &amp; SOLICITOR

CERTIFIED BY THE LAW SOCIETY OF UPPER CANADA AS A SPECIALIST IN  
MUNICIPAL LAW - LOCAL GOVERNMENT/LAND USE PLANNING AND DEVELOPMENT

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E-mail: robert.swayze@sympatico.ca

20736 Mississauga Road  
CALEDON, ONTARIO  
L7K 1M7*Integrity  
Commissioner's  
Report*

Governance Committee

FEB 27 2013

**DATE:** February 8, 2013

**TO:** Chair and members of the Governance Committee  
Meeting Date: February 27, 2013

**FROM:** Robert J. Swayze  
Integrity Commissioner

**SUBJECT:** Local Board Codes of Conduct and Complaint Protocol

**RECOMMENDATION:**

1. That the report of the Integrity Commissioner dated February 2013 including draft proposed Codes of Conduct and Complaint Protocol applicable to Local Boards of the City of Mississauga be received and that the adoption of a Code of Conduct and Complaint Protocol applicable to Local Boards of the City of Mississauga be approved in principle;
2. That staff be directed to invite the Chairs or designates of all Mississauga Local Boards including all committees created by Council with citizen members, to a meeting with the Integrity Commissioner who will present and explain the draft documents attached to this report to the members of such boards and report back to Governance Committee with his recommendation as to final documents for adoption by Council having taken into consideration all input from such Local Board members.

**PRESENT STATUS:** Currently Council has adopted a Code of Conduct and a Complaints Protocol pursuant to Section 223 of the *Municipal Act* applying only

to members of Council.

**BACKGROUND:**

I was directed by the Governance Committee to work with staff and prepare a Code applying to all members of Local Boards as defined in Section 223.1 of the *Municipal Act* (the restricted definition). My research for the purpose of this report included reviewing a similar exercise carried out by the City of Toronto in 2008. The City decided that there needed to be a separate Code applying to Local Boards which adjudicate and a second applying to the rest of the Boards. The distinction is made because adjudicative boards are tribunals which must make decisions independently from Council and are subject to the *Statutory Powers Procedure Act*. In the City of Mississauga adjudicative boards include Committee of Adjustment, Committee of Revision, Property Standards Committee, Mississauga Appeal Tribunal, Election Campaign Finance Committee and the Heritage Advisory Committee.

I agree with the approach taken by the City of Toronto. With the assistance of staff, I have prepared the three draft documents attached to this report as appendices, which are adaptations of the Mississauga Council Code of Conduct and the Complaints Protocol to the two classifications of Local Boards, as follows:

**Code of Conduct for Local Boards (non-adjudicative)–Appendix 1**

Minor changes from the Council Code have been made to this draft document substituting members of local boards for members of Council in respect of most sections. Rule No. 2 – Gifts and Benefits has been retained but the only obligation on the member is to file an information report with me for gifts over \$500 when received. No quarterly report is required. Rule No. 6 – Election Campaigns has been included only if the member of the board runs for election to Council. Rule No. 3 – Councillor’s Expenses has been deleted.

**Code of Conduct for Adjudicative Boards – Appendix 2**

This Code is also an adaptation of the Mississauga Council Code of Conduct with changes similar to Appendix 1. The following special requirements apply to Adjudicative boards:

1. Common law principles of natural justice and procedural

- fairness
2. *Statutory Powers Procedure Act* and other statutes such as *Human rights Code*
  3. Decisions must be made independently from Council.

Accordingly, two new sections have been added as follows:

Rule 10: Because of legal requirements applying to the conduct of hearings, this rule prescribes the manner in which communication between parties can take place.

Rule 11: This section dovetails with Rule 7 of the Council Code which prohibits certain types of contact between a Councillor and a member of an adjudicative board. It requires the board to be independent from Council.

In addition, three sections have been amended as follows:

Rule 2: I have inserted a caution regarding the acceptance of any gifts by a member of an adjudicative board because of the requirement of members to remove themselves from a hearing in the event of a perception of bias.

Rule 5: Prohibits a member of an adjudicative board from working on and fundraising for an election campaign of any person running for a seat on Council.

Rule 9: Restricts media communications which are usually inappropriate for members sitting as quasi judges and if deemed appropriate, only by the Chair.

### **Complaint Protocol for Local Boards – Appendix 3**

This document is an adaptation of the Council Code of Conduct Complaint Protocol with few changes. It applies to all Local Boards including adjudicative boards. The one substantive change is that the informal complaint process has been limited to Boards which do not adjudicate.

#### **COMMENTS:**

I was asked by the Governance Committee to comment on the consequences of a member of Council sitting on boards or committees of organizations which are separate from Council. These comments will not apply to direct committees of Council or advisory boards whose authority is limited to advising Council.

Accepting an appointment to a board of any organization brings with it a duty to that organization. What should Councillors do to avoid conflicts with their duty as members of City Council and are there some memberships or appointments which should be refused or avoided?

For the purpose of my comments, I will categorize boards which a Councillor might be invited to join, as follows:

1. The independent boards which reserve a seat or seats for a member or members of Council or it is customary for a member of Council to be a member, such as Business Improvement Areas, Library Board, etc.,
2. Boards of charitable or not-for-profit organizations unconnected with the City but active in the community, and
3. Boards of for-profit organizations whether or not they pay directors fees.

For category 1, in my experience, there is often confusion among sitting Councillors because there may be conflicts on issues between the organization and the Council as a whole. The Councillor has been selected to represent the City on the board and must he or she attempt to predict how a majority of Council will vote and then vote accordingly on an issue before the board? What if Council has already taken a formal stand on the issue and the sitting Councillor does not agree with it?

In my view, a member of Council must always vote his or her conscience in the best interest of the City, whether voting at Council or on an independent board. The election to City Council carries with it a responsibility to put the interests of the City first and all other involvements in public life are secondary. I would not find a conflict if the Councillor sincerely felt that he or she was voting in the best interests of the City, notwithstanding a contrary stand by a majority of Council.

For category 2, the Council Code of Conduct, in Rule 1 (g) specifically permits holding a directorship in a charitable service or other not-for-profit corporation under the guidance of the Integrity Commissioner. However, the Code prohibits in Rule 1(b), "private conflicts of interest both apparent and real" which includes both

pecuniary and non-pecuniary conflicts. Members of Council who accept appointments to such boards are encouraged to consult with me if issues arise at Council such as conferring grants or other benefits on the organization, where they may have a private conflict. It may well be advisable to declare a private conflict if the Councillor feels that he or she cannot be impartial in voting on an item benefitting the organization, particularly if the vote will remove a benefit from another charitable organization.

In my opinion, it would not be advisable for any member of Council to accept an appointment to any category 3 board. If the corporation is a developer, a contractor or at any time in the future may lobby the City, the conflict potential would be constant. It would be an invitation to any member of the public to file a complaint with me or bring an application under the *Municipal Conflict of Interest Act* to unseat the member. The corporation would need to be completely remote from the City, owning no land in the City, having no office in the City and not being in a business in any way relating to municipalities. There are occasions when a Councillor feels he or she must join a board of a family business or because he or she is a major shareholder. In these cases vigilance is required to ensure that all conflicts are declared and consultation with me is again encouraged.

**CONCLUSION:**

Adopting Codes of Conduct and a complaint Protocol applicable to Local Board members extends the principles of transparent and accountable government to citizen members appointed by Council who are required to be independent, impartial and responsible in serving on such boards.

**ATTACHMENTS:**

- Appendix 1: Code of Conduct for Local Boards (non-adjudicative)
- Appendix 2: Code of Conduct for Adjudicative Boards
- Appendix 3: Complaint Protocol for Local Boards




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Robert J. Swayze  
Integrity Commissioner

*Prepared By:* Robert J. Swayze

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**DRAFT ONLY*****Code of Conduct for Local Boards - City of Mississauga February 27, 2013***

Note: This document is a modified version of the *Council Code of Conduct* applying to members of local boards (restricted definition), other than adjudicative boards.

There is a separate version of the Code of Conduct for members of local boards that adjudicate and a Complaint Protocol which applies to both local board codes.

Whereas the *Municipal Act, 2001* authorizes municipalities to establish a code of conduct for Members of Council or local boards of the municipality;

And whereas the establishment of a code of conduct is consistent with the principles of transparent and accountable government and is also reflective of the City's core values of Trust, Quality and Excellence in public service;

And whereas Council has adopted a *Council Code of Conduct* applying to members of Council;

And whereas the public is entitled to expect the highest standards of conduct from members of Council and the citizen members who are appointed to local boards by Council to act on its behalf;

And whereas a draft of a proposed code of conduct for local boards has been circulated to all members of such boards for comment and comments received have been considered by Council;

Now therefore the Council of the City of Mississauga adopts a code of conduct applying to all members of local boards except for boards that adjudicate, to underscore the requirement that appointed members of local boards be independent, impartial, and duly responsible in serving on such boards.

**Application**

This Code of Conduct applies to members of local boards (restricted definition) of the City of Mississauga excluding boards that adjudicate as defined in the *Code of Conduct for Adjudicative Boards*.

### Definitions

- a. The following terms have the meanings indicated:

“local board” means a local board as defined in section 223.1 of the *Municipal Act*;

“Member” means a member of a City of Mississauga local board excluding boards that adjudicate;

- b. In the Code of Conduct the terms “child”, “parent” and “spouse” have the same meanings as in the *Municipal Conflict of Interest Act*:

“child” means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family;

“parent” means a parent who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child;

“spouse” means a person to whom the person is married or with whom the person is living in a conjugal relationship outside of marriage;

“Family Member” means a spouse, common-law partner, or any other person with whom the person is living as a spouse outside of marriage;

- child, includes step-child and grand-child;
- siblings.

- c. “staff” includes the City Manager and Chief Administrative Officer, Commissioners, Directors, Managers, Supervisors and all non-union and union staff whether full-time, part-time, contract, seasonal or volunteers.
- d. A Member has an apparent conflict of interest (as referred to in Rule 1b) if a well informed reasonable person could properly have a reasonable perception, that the Member’s impartiality in deciding to exercise an official power or perform an official duty or function must have been affected by his or her private interest.

### Framework and Interpretation

1. This Code of Conduct is to be given broad, liberal interpretation in accordance with applicable legislation and the definitions set out herein. As a living document the *Code of Conduct for Local Boards* will be brought forward for review at the end of each term of Council, when relevant legislation is amended, and at other times when appropriate to ensure that it remains current and continues to be a useful guide to members of local boards.

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2. Commentary and examples used in this Code of Conduct are illustrative and not exhaustive. From time to time additional commentary and examples may be added to this document and supplementary materials may also be produced by the Integrity Commissioner as deemed appropriate.
3. Where a Member discloses all known facts to the Integrity Commissioner and as long as those facts remain unchanged, the Member may rely on written advice provided by the Integrity Commissioner. The Integrity Commissioner will be bound by the advice given, as long as the facts remain unchanged, in the event that he or she is asked to investigate a complaint.
4. Members seeking clarification who are provided advice in a general way, cannot rely on advice given by the Integrity Commissioner to the same extent as advice given in respect of specific facts. Advice that is general in nature is subject to change when applied to specific facts that may not have been known at the time the general advice was provided.
5. Members seeking clarification of any part of this *Code* should consult with the Integrity Commissioner.
6. The *Municipal Act, 2001* is the primary piece of legislation governing municipalities however there are other statutes that govern local boards and the conduct of its members. It is intended that the Code of Conduct operate together with and as a supplement to the following legislation:
  - *Municipal Act, 2001*;
  - *Municipal Conflict of Interest Act*;
  - *Municipal Freedom of Information and Protection of Privacy Act*;
  - *Criminal Code of Canada*.
7. In carrying out his or her responsibilities regarding this Code of Conduct, the Integrity Commissioner is not limited to looking at the pecuniary interest of the Member, and for clarity the Integrity Commissioner is specifically authorized to investigate issues of conflict in a broad and comprehensive manner.

#### Rule No. 1

#### **Key Principles that Underlie the Code of Conduct for Local Boards:**

- a. Members shall serve and be seen to serve the City in a conscientious and diligent manner.

#### Commentary

Members recognize the public's right to reasonable access to information in relation to how decisions are made. The public's right to access however must be balanced against the

requirement to protect the legitimate interests of the City and the respect for approved policies of the City.

- b. Members should be committed to performing their functions with integrity and to avoiding the improper use of the influence of their membership on the board, and private conflicts of interest, both apparent and real. Members shall also not extend in the discharge of their official duties, preferential treatment to Family Members, organizations or groups in which they or their Family Members have a direct or indirect pecuniary interest.

Commentary

Members have a common understanding that in carrying out their duties as a Member of a local board, they will not participate in activities that grant, or appear to grant, any special consideration, treatment or advantage to a Family Member or an individual which is not available to every other individual.

Members are governed by the *Municipal Conflict of Interest Act* and in the event a complaint under the Act is filed with the Court, the provisions of that statute take precedence over any authority given to the Integrity Commissioner to receive or investigate complaints regarding alleged contraventions under the *Municipal Conflict of Interest Act*. It is intended that the Integrity Commissioner be empowered to investigate and rule on all conflicts of interest, whether pecuniary or non-pecuniary until Court proceedings are started under the Act.

- c. Members are expected to perform their duties as a member of the local board and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny.

Commentary

Members may seek conflict of interest advice, including a written opinion, from the Integrity Commissioner.

Members shall not participate in activities that grant, or appear to grant, any special consideration, treatment or advantage to an individual which is not available to every other individual member of the public. For example, Members shall remain at arm's length when City staff or the board is asked to consider a matter involving a Family Member or a person or organization with whom the Member has a real or apparent conflict of interest.

- d. Members shall avoid any interest in any contract made by him/her in an official capacity and shall not contract with the local board or any agency thereof for the sale and purchase of supplies, material or equipment or for the rental thereof.
- e. Members, while a member of a local board, shall not engage in the management of a business and shall not profit directly or indirectly from such business that relies or has relied on an approval from the local board.

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- f. Despite subsection e., a Member may hold office or directorship in an agency, board, commission or corporation where the Member has been appointed by City Council or by the Council of the Regional Municipality of Peel or by the Federal or Provincial government.
- g. Despite subsection e., a Member may hold office or directorship in a charitable, service or other corporation subject to the Member disclosing all material facts to the Integrity Commissioner and obtaining a written opinion from the Integrity Commissioner approving the activity, as carried out in the specified manner, which concludes that the Member does not have a conflict between his/her private interest and public duty. In circumstances where the Integrity Commissioner has given the Member a qualified opinion, the Member may remedy the situation in the manner specified by the Integrity Commissioner.

Commentary

Examples of exceptions include hospital boards, charitable boards, police services boards, community foundations, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, service clubs such as the Rotary Club, Lions Club and other not-for-profit organizations. Members should exercise caution if accepting such positions if the organization could be seeking a benefit or preferential treatment from the Member's local board at any time.

- h. Members shall seek to serve the public interest by upholding both the letter of the law and the spirit of the laws and policies established by the Federal parliament, Ontario legislature, and by City Council.

Commentary

The provisions of this Code are intended to be applied in concert with existing legislation and go beyond the minimum standards of behaviour set out in current federal and provincial statutes.

To ensure the *Code* remains a living document that will remain current and continue to be a beneficial guide, the *Code* shall be brought forward for review at the end of each term of Council, with any changes to be implemented at the start of the following Council session.

- i. In fulfilling their roles as members of a local board, Members shall respect the role of staff in the administration of the business affairs of the City and in so doing will comply with the City's *Respectful Workplace* policy.

**Rule No. 2****Gifts and Benefits:**

1. No Member shall accept a fee, advance, cash, gift, gift certificate or personal benefit that is connected directly or indirectly with the performance of his/her duties of office unless permitted by the exceptions listed below. No Member shall accept the use of property or facilities, such as a vehicle, office or vacation property at less than reasonable market value or at no cost.

For these purposes, a fee or advance paid to or a gift or benefit provided with the Member's knowledge to a Family Member or to a Member's staff that is connected directly or indirectly to the performance of the Member's duties, is deemed to be a gift to that Member.

The following are recognized as exceptions:

- a. compensation authorized by law;
- b. such gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
- c. a political contribution otherwise reported by law, in the case of Members running for office;
- d. a suitable memento of a function honouring the Member;
- e. food, lodging, transportation and entertainment provided by Provincial, Regional and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country or by a conference, seminar or event organizer where the Member is either speaking or attending in an official capacity at an official event;
- f. food and beverages consumed at banquets, receptions or similar events, if:
  - i. attendance serves a legitimate business purpose;
  - ii. the person extending the invitation or a representative of the organization is in attendance; and
  - iii. the value is reasonable and the invitations infrequent; and
- g. communications that are educational or training materials received from professional associations relating to similar tribunals.

**Commentary**

In the case of exceptions claimed under categories 1. b, d, e and f:

- a) where the value of the gift or benefit exceeds \$500, or if the total value received from any one source during the course of a calendar year exceeds \$500, the Member shall within 30 days of receipt of the gift or reaching the annual limit, list the gift or benefit on a Local Board Member Information Statement in a form prescribed by the Integrity Commissioner, and file it with the Integrity Commissioner.

- b) On receiving a Local Board Member Information Statement, the Integrity Commissioner shall examine it to determine whether the receipt of the gift or benefit might, in the opinion of the Integrity Commissioner, create a conflict between a private interest and the public duty of the Member. In the event that the Integrity Commissioner makes that preliminary determination, he/she shall call upon the Member to justify receipt of the gift or benefit.
- c) Should the Integrity Commissioner determine the receipt was inappropriate, the Integrity Commissioner may direct the Member to return the gift, reimburse the donor for the value of any gift or benefit already consumed, or the Integrity Commissioner may order the Member to forfeit the gift or remit the value of any gift or benefit already consumed to the City, or a City agency, board or commission. Any such direction ordered by the Integrity Commissioner shall be a matter of public record.

Commentary

Examples of gifts in excess of \$500 in value that are required to be listed on the Local Board Information Statement may include:

- a. property (i.e. a book, flowers, gift basket, painting or sculpture, furniture, wine);
- b. membership in a club or other organization (i.e. a golf club) at a reduced rate or at no cost;
- c. an invitation to and/or tickets to attend an event (i.e. a sports event, concert, play) at a reduced rate or no cost;
- d. or an invitation to attend a gala or fundraising event at a reduced rate or at no cost.

Any doubts about the propriety of a gift should be resolved in favour of not accepting it or not keeping it. It may be helpful to consult with the Integrity Commissioner when a Member chooses to decline a gift as well as when a recipient may opt to keep a gift.

**Rule No. 3**

**Confidential Information:**

Confidential Information includes information in the possession of, or received in confidence by, a local board that the board is either prohibited from disclosing, or is required to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA"), or any other legislation such as the *Council Procedure By-law* or similar provisions of the local board's procedural by-law (if any).

MFIPPA restricts or prohibits disclosure of information received in confidence from third parties of a corporate, commercial, scientific or technical nature, information that is personal, and information that is subject to solicitor-client privilege. For the purposes of this Code of Conduct, "confidential information" also includes this type of information.

No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except when required by law, or authorized to do so by the local board or, if applicable, by Council.

Nor shall Members use confidential information for personal or private gain, or for the gain of relatives or any person or corporation, either directly or indirectly.

The *Municipal Act*, allows information that concerns personnel, labour relations, litigation, property acquisitions and security of the property of the City or a local board, and matters authorized in other legislation including MFIPPA, to remain confidential. For the purposes of the Code of Conduct, "confidential information" includes this type of information.

1. The following are examples of the types of information that a Member must keep confidential:
  - items under litigation, negotiation, or personnel matters;
  - information that infringes on the rights of others (e.g. sources of complaints where the identity of a complainant is given in confidence);
  - price schedules in contract tender or request for proposal submissions if so specified;
  - information deemed to be "personal information" under the *Municipal Conflict of Interest Act*; and
  - statistical data required by law not to be released (e.g. certain census or assessment data)
2. Where it is clear that a communication was not made in a confidential manner (i.e. copied to others, or made in the presence of others) or the manner of communication undermines the validity of labelling it "Confidential", such communication will not be given any higher level of confidentiality than any other communication. The words "Privilege", "Confidential" or "Private" will not be understood to preclude the appropriate sharing of the communication for the limited purpose of reviewing, responding or looking into the subject-matter of the communication.
3. Under the *Council Procedure By-law* or similar provisions of the local board's procedural by-law (if any) a matter that has been discussed at an *in-camera* (closed) meeting remains confidential, until such time as a condition renders the matter public.
  - a. No Member shall disclose the content of any such matter, or the substance of deliberations, of the *in-camera* meeting until the local board or if applicable, Council or one of its Committees discusses the information at a meeting that is open to the public or releases the information to the public.
  - b. No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except where required by law or authorized by Council to do so.

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- c. No Member shall use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.
- d. Members should not access or attempt to gain access to confidential information in the custody of the City unless it is necessary for the performance of their duties and is not prohibited by the local board or Council policy.

#### **Rule No. 4**

##### **Use of City Staff, Property, Services and Other Resources:**

No Member should use, or permit the use of local board or City land, facilities, equipment, supplies, services, staff or other resources (for example, local board or City-owned materials, websites, local board and City transportation delivery services,) for activities other than the business of the local board or the City; nor should any member obtain personal financial gain from the use or sale of local board or City-developed information, intellectual property (for example, inventions, creative writings and drawings), computer programs, technical innovations, or other items capable of being patented, since all such property remains exclusively that of the local board or City.

#### **Rule No. 5**

##### **Election Campaigns:**

No member shall use the facilities, equipment, supplies, services or other resources of the local board or the City for any election campaign or campaign-related activities. No member shall undertake campaign-related activities on the local board's or City's property unless permitted by City policy (e.g., all candidates meetings). No member shall use the services of persons for election-related purposes where those persons receive compensation from the local board or the City.

#### **Rule No. 6**

##### **Improper Use of Influence:**

No Member shall use the influence of her or his office for any purpose other than for the exercise of her or his official duties as a member of the local board.

Examples of prohibited conduct are: the use of one's status as a member of a local board to improperly influence the decision of another person to the private advantage of oneself, or one's parents, children or spouse, staff members, friends, or

associates, business or otherwise. This would include attempts to secure preferential treatment beyond activities in which members normally engage in the carrying out of their official duties. Also prohibited is the holding out of the prospect or promise of future advantage through a member's supposed influence within the local board or at the City, in return for present actions or inaction.

#### **Rule No. 7**

##### **Business Relations:**

1. No Member shall allow the prospect of his/her future employment by a person or entity to affect the performance of his/her duties to the City, detrimentally or otherwise.
2. No Member shall borrow money from any person who regularly does business with the local board unless such person is an institution or company whose shares are publically traded and who is regularly in the business of lending money, such as a credit union.
3. No Member shall act as a paid agent before the local board.
4. No Member shall refer a third party to a person, partnership or corporation in exchange for payment or other personal benefit.

#### **Rule No. 8**

##### **Conduct of Members at Local Board Meetings**

1. Members shall conduct themselves with decorum at meetings of the local board in accordance with the local board's procedure by-law (if any) and this Code of Conduct as well as other applicable common law and statutory requirements. Where the local board's procedure by-law does not address an issue or one does not exist, Members should use Council's Procedures By-law as a reference.

##### **Commentary**

A Member recognizes the importance of cooperation and strives to create an atmosphere during board meetings that is conducive to solving the issues before the board, listening to various points of view and using respectful language and behaviour in relation to all of those in attendance.

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2. Members shall endeavour to conduct and convey local board business and all their duties in an open and transparent manner other than for those decisions which by virtue of legislation are authorized to be dealt with in a confidential manner in closed session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
3. Members shall make every effort to participate diligently in the activities of the local board.
4. No Member shall allow the prospect of his or her future employment by a person or entity to detrimentally affect the performance of his or her duties to the local board and to the City.

### **Rule No. 9**

#### **Media Communications:**

1. Members will accurately communicate the decisions and proceedings of their Local Board, even if they disagree with the majority decision of the Local Board, and by so doing affirm the respect for and integrity in the decision-making processes of the Board.
2. Members will keep confidential information confidential, until such time as the matter can properly be made public.

#### **Commentary**

A Member may state that he/she did not support a decision, or voted against the decision. A Member should refrain from making disparaging comments about other Members or about the Board's processes and decisions.

When communicating with the media, a Member should at all times refrain from speculating or reflecting upon the motives of other Members in respect of their actions on the Board.

While openness in government is critical, governments also must respect confidentiality when a matter must remain, at least for a period of time, confidential. Breaches of confidentiality by Members erodes public confidence.

### **Rule No. 10**

#### **Respect for the Board, the City and its Policies:**

1. Members shall encourage public respect for the Board, the City and its by-laws and policies.

Commentary

A Member must not encourage disobedience of a City by-law in responding to a member of the public, as this undermines confidence in the City and in the Rule of Law.

2. Members shall conduct themselves with appropriate decorum at all times.

**Rule No. 11****Respectful Workplace Policy:**

1. Members are governed by the City's *Respectful Workplace* policy. All Members have a duty to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation and to ensure that their work environment is free from discrimination and harassment.
2. Upon receipt of a complaint that relates to the City's *Respectful Workplace* policy and involves a Member, the Integrity Commissioner shall forward the information subject to the complaint to Human Resources who will refer it for an independent investigation.

Commentary

It is the policy of the City of Mississauga that all persons be treated fairly in the workplace in an environment free of discrimination or personal and sexual harassment.

The City of Mississauga's *Respectful Workplace* policy ensures a safe and respectful workplace environment and provides for the appropriate management of any occurrences of harassment and discrimination as those terms are defined in the policy.

The City of Mississauga's *Respectful Workplace* policy applies equally to members of staff and members of boards and members of Council. It will provide guidance to an independent investigator when a complaint is received involving a Member.

3. Upon receipt of the findings of the independent investigator, the Integrity Commissioner shall make a determination on the application of this Code of Conduct and the merits of the investigation respecting the conduct of the Member subject to the complaint. The findings of the Integrity Commissioner shall be reported to the local board and to City Council as per the normal procedure respecting such matters.
4. The *Ontario Human Rights Code* applies in addition to the City's *Respectful Workplace* policy.

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**Rule No. 12****Conduct Respecting Staff:**

1. No Member shall compel staff to engage in partisan political activities or be subjected to threats or discrimination for refusing to engage in such activities.
2. No Member shall use, or attempt to use, their authority for the purpose of intimidating, threatening, coercing, commanding or influencing any staff member with the intent of interfering in staff's duties, including the duty to disclose improper activity.
3. Members shall be respectful of the role of staff to advise based on political neutrality and objectivity and without undue influence from any individual Member or faction of the Board.
4. No Member shall maliciously or falsely impugn or injure the professional or ethical reputation or the prospects or practice of staff, and all Members shall show respect for the professional capacities of the staff of the City.

**Commentary**

Members of Local Boards should expect a high quality of advice from staff based on neutrality and objectivity.

The City's *Respectful Workplace* policy applies to Members of Local Boards. Staff and Members are all entitled to be treated with respect and dignity in the workplace.

It is inappropriate for a Member to attempt to influence staff to circumvent normal processes in a matter, or overlook deficiencies in a file or application. It is also inappropriate for Members to involve themselves in matters of administration or departmental management which fall within the jurisdiction of the City Manager. Any such attempts should be reported to the Integrity Commissioner.

**Rule No. 13****Failure to Adhere to Council Policies and Procedures:**

1. Members shall adhere to such by-laws, policies and procedures adopted by Council that are applicable to them.

**Rule No. 14****Reprisals and Obstruction:**

1. It is a violation of this Code of Conduct to obstruct the Integrity Commissioner in the carrying out of his/her responsibilities.
2. No Member shall threaten or undertake any active reprisal against a person initiating an inquiry or complaint under the Code of Conduct, or against a person who provides information to the Integrity Commissioner in any investigation.
3. It is also a violation to destroy documents or erase electronic communications or refuse to respond to the Integrity Commissioner where a formal complaint has been lodged under the Code of Conduct.

**Commentary**

Members of local boards should respect the integrity of this Code of Conduct and investigations conducted under it.

**Rule No. 15****Acting on Advice of Integrity Commissioner:**

1. Any written advice given by the Integrity Commissioner to a Member binds the Integrity Commissioner in any subsequent consideration of the conduct of the Member in the same matter, as long as all the relevant facts known to the Member were disclosed to the Integrity Commissioner.

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**DRAFT ONLY*****Code of Conduct for Adjudicative Boards - City of Mississauga* February 27, 2013**

Note: This document is a modified version of the *Council Code of Conduct* for members of adjudicative boards that are local boards (restricted definition).

There is a separate version of the Code of Conduct for members of local boards (restricted definition) that are not adjudicative boards and a Complaint Protocol which applies to both local board codes.

Whereas the *Municipal Act, 2001* authorizes municipalities to establish a code of conduct for Members of Council or local boards of the municipality;

And whereas the establishment of a code of conduct is consistent with the principles of transparent and accountable government and is also reflective of the City's core values of Trust, Quality and Excellence in public service;

And whereas Council has adopted a *Council Code of Conduct* applying to Members of Council;

And whereas the public is entitled to expect the highest standards of conduct from members of Council and the citizen members who are appointed to local boards by Council to act on its behalf;

And whereas a draft of a proposed code of conduct for adjudicative boards has been circulated to all members of such boards for comment and comments received have been considered by Council;

Now therefore the Council of the City of Mississauga adopts a code of conduct applying to all members of adjudicative boards as defined herein, to underscore the requirement that appointed members of local boards be independent, impartial, and duly responsible in serving on such boards.

**Application**

This Code of Conduct applies to members of adjudicative boards of the City of Mississauga.

The current adjudicative boards are as follows:

- Committee of Adjustment
- Committee of Revision
- Property Standards Committee

- Mississauga Appeal Tribunal
- Election Campaign Finance Committee
- Heritage Advisory Committee

### Definitions

- a. The following terms have the meanings indicated:

“adjudicative board” means a tribunal that is a local board;

“local board” means a local board as defined in section 223.1 of the *Municipal Act*;

“Member” means a member of a City of Mississauga adjudicative board;

- b. In the Code of Conduct the terms “child”, “parent” and “spouse” have the same meanings as in the *Municipal Conflict of Interest Act*:

“child” means a child born within or outside marriage and includes an adopted child and a person whom a parent has demonstrated a settled intention to treat as a child of his or her family;

“parent” means a parent who has demonstrated a settled intention to treat a child as a member of his or her family whether or not that person is the natural parent of the child;

“spouse” means a person to whom the person is married or with whom the person is living in a conjugal relationship outside of marriage;

“Family Member” means a spouse, common-law partner, or any other person with whom the person is living as a spouse outside of marriage;

- child, includes step-child and grand-child;
- siblings.

- c. “staff” includes the City Manager and Chief Administrative Officer, Commissioners, Directors, Managers, Supervisors and all non-union and union staff whether full-time, part-time, contract, seasonal or volunteers.
- d. A Member has an apparent conflict of interest (as referred to in Rule 1b) if a well informed reasonable person could properly have a reasonable perception, that the Member’s impartiality in deciding to exercise an official power or perform an official duty or function must have been affected by his or her private interest.

### Framework and Interpretation

1. This Code of Conduct is to be given broad, liberal interpretation in accordance with applicable legislation and the definitions set out herein. As a living document the *Code of*

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*Conduct for Adjudicative Boards* will be brought forward for review at the end of each term of Council, when relevant legislation is amended, and at other times when appropriate to ensure that it remains current and continues to be a useful guide to members of adjudicative boards.

2. Commentary and examples used in this Code of Conduct are illustrative and not exhaustive. From time to time additional commentary and examples may be added to this document and supplementary materials may also be produced by the Integrity Commissioner as deemed appropriate.
3. Where a Member discloses all known facts to the Integrity Commissioner and as long as those facts remain unchanged, the Member may rely on written advice provided by the Integrity Commissioner. The Integrity Commissioner will be bound by the advice given, as long as the facts remain unchanged, in the event that he or she is asked to investigate a complaint.
4. Members seeking clarification who are provided advice in a general way, cannot rely on advice given by the Integrity Commissioner to the same extent as advice given in respect of specific facts. Advice that is general in nature is subject to change when applied to specific facts that may not have been known at the time the general advice was provided.
5. Members seeking clarification of any part of this *Code* should consult with the Integrity Commissioner.
6. The *Municipal Act, 2001* is the primary piece of legislation governing municipalities however there are other statutes that govern adjudicative boards and the conduct of its members. It is intended that the Code of Conduct operate together with and as a supplement to the following legislation:
  - *Municipal Act, 2001*;
  - *Municipal Conflict of Interest Act*;
  - *Planning Act*;
  - *Municipal Freedom of Information and Protection of Privacy Act*;
  - *Criminal Code of Canada*.
7. In carrying out his or her responsibilities regarding this Code of Conduct, the Integrity Commissioner is not limited to looking at the pecuniary interest of the Member, and for clarity the Integrity Commissioner is specifically authorized to investigate issues of conflict in a broad and comprehensive manner.

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**Rule No. 1**

**Key Principles that Underlie the Code of Conduct for Adjudicative Boards:**

- a. Members shall serve and be seen to serve the City in a conscientious and diligent manner.

Commentary

Members recognize the public's right to reasonable access to information in relation to how decisions are made. The public's right to access however must be balanced against the requirement to protect the legitimate interests of the City and the respect for approved policies of the City.

- b. Members should be committed to performing their functions with integrity and to avoiding the improper use of the influence of their membership on the board, and private conflicts of interest, both apparent and real. Members shall also not extend in the discharge of their official duties, preferential treatment to Family Members, organizations or groups in which they or their Family Members have a direct or indirect pecuniary interest.

Commentary

Members have a common understanding that in carrying out their duties as a Member of an adjudicative board, they will not participate in activities that grant, or appear to grant, any special consideration, treatment or advantage to a Family Member or an individual which is not available to every other individual.

Members are governed by the *Municipal Conflict of Interest Act* and in the event a complaint under the Act is filed with the Court, the provisions of that statute take precedence over any authority given to the Integrity Commissioner to receive or investigate complaints regarding alleged contraventions under the *Municipal Conflict of Interest Act*. It is intended that the Integrity Commissioner be empowered to investigate and rule on all conflicts of interest, whether pecuniary or non-pecuniary until Court proceedings are started under the Act.

- c. Members are expected to perform their duties as a member of the adjudicative board and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny.

Commentary

Members may seek conflict of interest advice, including a written opinion, from the Integrity Commissioner.

Members shall not participate in activities that grant, or appear to grant, any special consideration, treatment or advantage to an individual which is not available to every other

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individual member of the public. For example, Members shall remain at arm's length when City staff or the board is asked to consider a matter involving a Family Member or a person or organization with whom the Member has a real or apparent conflict of interest.

- d. Members shall avoid any interest in any contract made by him/her in an official capacity and shall not contract with the adjudicative board or any agency thereof for the sale and purchase of supplies, material or equipment or for the rental thereof.
- e. Members, while a member of an adjudicative board, shall not engage in the management of a business and shall not profit directly or indirectly from such business that relies or has relied on an approval from the adjudicative board.
- f. Despite subsection e., a Member may hold office or directorship in an agency, board, commission or corporation where the Member has been appointed by City Council or by the Council of the Regional Municipality of Peel or by the Federal or Provincial government.
- g. Despite subsection e., a Member may hold office or directorship in a charitable, service or other corporation subject to the Member disclosing all material facts to the Integrity Commissioner and obtaining a written opinion from the Integrity Commissioner approving the activity, as carried out in the specified manner, which concludes that the Member does not have a conflict between his/her private interest and public duty. In circumstances where the Integrity Commissioner has given the Member a qualified opinion, the Member may remedy the situation in the manner specified by the Integrity Commissioner.

Commentary

Examples of exceptions include hospital boards, charitable boards, police services boards, community foundations, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, service clubs such as the Rotary Club, Lions Club and other not-for-profit organizations. Members should exercise caution if accepting such positions if the organization could be seeking a benefit or preferential treatment from the Member's adjudicative board at any time.

- h. Members shall seek to serve the public interest by upholding both the letter of the law and the spirit of the laws and policies established by the Federal parliament, Ontario legislature, and by City Council.

Commentary

The provisions of this Code are intended to be applied in concert with existing legislation and go beyond the minimum standards of behaviour set out in current federal and provincial statutes.

To ensure the *Code* remains a living document that will remain current and continue to be a beneficial guide, the *Code* shall be brought forward for review at the end of each term of Council, with any changes to be implemented at the start of the following Council session.

- i. In fulfilling their roles as members of an adjudicative board, Members shall respect the role of staff in the administration of the business affairs of the City and in so doing will comply with the City's *Respectful Workplace* policy.

## Rule No. 2

### Gifts and Benefits:

#### *Caution – Hearing Limitations*

*While this Rule permits a member to receive certain specified gifts and benefits, as a member of an adjudicative body, the members should always keep in mind that they may be required to remove themselves from a hearing on the basis of a conflict of interest or perception of bias as a result of a gift or benefit.*

1. No Member shall accept a fee, advance, cash, gift, gift certificate or personal benefit that is connected directly or indirectly with the performance of his/her duties of office unless permitted by the exceptions listed below. No Member shall accept the use of property or facilities, such as a vehicle, office or vacation property at less than reasonable market value or at no cost.

For these purposes, a fee or advance paid to or a gift or benefit provided with the Member's knowledge to a Family Member or to a Member's staff that is connected directly or indirectly to the performance of the Member's duties, is deemed to be a gift to that Member.

The following are recognized as exceptions:

- a. compensation authorized by law;
- b. such gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation;
- c. a political contribution otherwise reported by law, in the case of Members running for office;
- d. a suitable memento of a function honouring the Member;
- e. food, lodging, transportation and entertainment provided by Provincial, Regional and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country or by a conference, seminar or event organizer where the Member is either speaking or attending in an official capacity at an official event;
- f. food and beverages consumed at banquets, receptions or similar events, if:

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- i. attendance serves a legitimate business purpose;
  - ii. the person extending the invitation or a representative of the organization is in attendance; and
  - iii. the value is reasonable and the invitations infrequent; and
- g. communications that are educational or training materials received from professional associations relating to similar tribunals.

Commentary

In the case of exceptions claimed under categories 1. b, d, e and f:

- a) where the value of the gift or benefit exceeds \$500, or if the total value received from any one source during the course of a calendar year exceeds \$500, the Member shall within 30 days of receipt of the gift or reaching the annual limit, list the gift or benefit on a Local Board Member Information Statement in a form prescribed by the Integrity Commissioner, and file it with the Integrity Commissioner.
- b) On receiving a Local Board Member Information Statement, the Integrity Commissioner shall examine it to determine whether the receipt of the gift or benefit might, in the opinion of the Integrity Commissioner, create a conflict between a private interest and the public duty of the Member. In the event that the Integrity Commissioner makes that preliminary determination, he/she shall call upon the Member to justify receipt of the gift or benefit.
- c) Should the Integrity Commissioner determine the receipt was inappropriate, the Integrity Commissioner may direct the Member to return the gift, reimburse the donor for the value of any gift or benefit already consumed, or the Integrity Commissioner may order the Member to forfeit the gift or remit the value of any gift or benefit already consumed to the City, or a City agency, board or commission. Any such direction ordered by the Integrity Commissioner shall be a matter of public record.

Commentary

Examples of gifts in excess of \$500 in value that are required to be listed on the Local Board Information Statement may include:

- a. property (i.e. a book, flowers, gift basket, painting or sculpture, furniture, wine);
- b. membership in a club or other organization (i.e. a golf club) at a reduced rate or at no cost;
- c. an invitation to and/or tickets to attend an event (i.e. a sports event, concert, play) at a reduced rate or no cost;
- d. or an invitation to attend a gala or fundraising event at a reduced rate or at no cost.

Any doubts about the propriety of a gift should be resolved in favour of not accepting it or not keeping it. It may be helpful to consult with the Integrity Commissioner when a Member chooses to decline a gift as well as when a recipient may opt to keep a gift.

**Rule No. 3****Confidential Information:**

Confidential Information includes information in the possession of, or received in confidence by, a local board that the board is either prohibited from disclosing, or is required to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA"), or any other legislation such as the *Council Procedure By-law* or similar provisions of the local board's procedural by-law (if any).

MFIPPA restricts or prohibits disclosure of information received in confidence from third parties of a corporate, commercial, scientific or technical nature, information that is personal, and information that is subject to solicitor-client privilege. For the purposes of this Code of Conduct, "confidential information" also includes this type of information.

No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except when required by law, or authorized to do so by the adjudicative board or, if applicable, by Council.

Nor shall Members use confidential information for personal or private gain, or for the gain of relatives or any person or corporation, either directly or indirectly.

The *Municipal Act*, allows information that concerns personnel, labour relations, litigation, property acquisitions and security of the property of the City or a local board, and matters authorized in other legislation including MFIPPA, to remain confidential. For the purposes of the Code of Conduct, "confidential information" includes this type of information.

1. The following are examples of the types of information that a Member must keep confidential:
  - items under litigation, negotiation, or personnel matters;
  - information that infringes on the rights of others (e.g. sources of complaints where the identity of a complainant is given in confidence);
  - price schedules in contract tender or request for proposal submissions if so specified;
  - information deemed to be "personal information" under the *Municipal Conflict of Interest Act*; and
  - statistical data required by law not to be released (e.g. certain census or assessment data)
2. Where it is clear that a communication was not made in a confidential manner (i.e. copied to others, or made in the presence of others) or the manner of communication undermines the validity of labelling it "Confidential", such communication will not be given any higher level of confidentiality than any other communication. The words "Privilege",

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“Confidential” or “Private” will not be understood to preclude the appropriate sharing of the communication for the limited purpose of reviewing, responding or looking into the subject-matter of the communication.

3. Under the *Council Procedure By-law* or similar provisions of the local board’s procedural by-law (if any), a matter that has been discussed at an *in-camera* (closed) meeting remains confidential, until such time as a condition renders the matter public.
  - a. No Member shall disclose the content of any such matter, or the substance of deliberations, of the *in-camera* meeting until the adjudicative board or if applicable, Council or one of its Committees discusses the information at a meeting that is open to the public or releases the information to the public.
  - b. No Member shall disclose or release by any means to any member of the public, any confidential information acquired by virtue of their office, in either oral or written form, except where required by law or authorized by Council to do so.
  - c. No Member shall use confidential information for personal or private gain, or for the gain of relatives or any person or corporation.
  - d. Members should not access or attempt to gain access to confidential information in the custody of the City unless it is necessary for the performance of their duties and is not prohibited by the adjudicative board or Council policy.

In the case of an adjudicative board which is subject to the *Statutory Powers Procedure Act*, that Act requires that an oral hearing be open to the public except where the tribunal is of the opinion that:

- Matters involving public security may be disclosed; or
- Intimate financial matters or personal matters may be disclosed at the hearing of such a nature that the desirability of avoiding disclosure outweighs the desirability of adhering to the principle of hearings being open to the public, when the interests of the public and persons affected are considered.

#### Rule No. 4

##### Use of City Staff, Property, Services and Other Resources:

No Member should use, or permit the use of local board or City land, facilities, equipment, supplies, services, staff or other resources (for example, adjudicative board or City-owned materials, websites, local board and City transportation delivery services,) for activities other than the business of the adjudicative board or the City; nor should any member obtain personal financial gain from the use or sale of adjudicative board or City-developed information, intellectual property (for example, inventions, creative

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writings and drawings), computer programs, technical innovations, or other items capable of being patented, since all such property remains exclusively that of the adjudicative board or City.

#### **Rule No. 5**

##### **Election Campaigns:**

No member shall use the facilities, equipment, supplies, services or other resources of the adjudicative board or the City for any election campaign or campaign-related activities. No member shall undertake campaign-related activities on the adjudicative board's or City's property unless permitted by City policy (e.g., all candidates meetings). No member shall use the services of persons for election-related purposes where those persons receive compensation from the adjudicative board or the City.

While serving as member of an adjudicative board, no such Member shall work on, fundraise, endorse or otherwise contribute to the election campaign for any person running for a seat on Council including the office of Mayor.

#### **Rule No. 6**

##### **Improper Use of Influence:**

No Member shall use the influence of her or his office for any purpose other than for the exercise of her or his official duties as a member of the adjudicative board.

Examples of prohibited conduct are: the use of one's status as a member of an adjudicative board to improperly influence the decision of another person to the private advantage of oneself, or one's parents, children or spouse, staff members, friends, or associates, business or otherwise. This would include attempts to secure preferential treatment beyond activities in which members normally engage in the carrying out of their official duties. Also prohibited is the holding out of the prospect or promise of future advantage through a member's supposed influence within the adjudicative board or at the City, in return for present actions or inaction.

#### **Rule No. 7**

##### **Business Relations:**

1. No Member shall allow the prospect of his/her future employment by a person or entity to affect the performance of his/her duties to the City, detrimentally or otherwise.

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2. No Member shall borrow money from any person who regularly does business with the adjudicative board unless such person is an institution or company whose shares are publically traded and who is regularly in the business of lending money, such as a credit union.
3. No Member shall act as a paid agent before the adjudicative board.
4. No Member shall refer a third party to a person, partnership or corporation in exchange for payment or other personal benefit.

### **Rule No. 8**

#### **Conduct of Members at Adjudicative Board Meetings**

1. Members shall conduct themselves with decorum at meetings of the local board in accordance with the local board's procedure by-law (if any) and this Code of Conduct as well as other applicable common law and statutory requirements. Where the local board's procedure by-law does not address an issue or one does not exist, Members should use Council's Procedures By-law as a reference.

#### *Commentary*

A Member recognizes the importance of cooperation and strives to create an atmosphere during board meetings that is conducive to solving the issues before the board, listening to various points of view and using respectful language and behaviour in relation to all of those in attendance.

2. Members shall endeavour to conduct and convey adjudicative board business and all their duties in an open and transparent manner other than for those decisions which by virtue of legislation are authorized to be dealt with in a confidential manner in closed session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
3. Members shall make every effort to participate diligently in the activities of the adjudicative board.
4. No Member shall allow the prospect of his or her future employment by a person or entity to detrimentally affect the performance of his or her duties to the adjudicative board and to the City.

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**Rule No. 9****Media Communications:**

Members of adjudicative boards should generally not comment to the media in relation to any decision made by the board or the rationale behind such decision. On the rare occasion when a comment may be appropriate, only the Chair shall serve as media contact and all enquiries shall be referred to him or her.

**Rule No. 10****Communications with Adjudicative boards**

Written communication to an adjudicative board shall take place only through the Secretary of the board or the Legislative Coordinator assigned to such board by the Clerk's Department, and shall be copied to all parties or their representatives as appropriate. Oral communications with the adjudicative board about a current proceeding shall take place only in the presence of or with the consent of all parties.

Where a party is represented by a representative, all communication between the adjudicative board and the party shall be through the representative, with the exception of notices of hearing, which shall be served upon all parties and their representatives known to the adjudicative board as appropriate. The adjudicative board shall not be copied on correspondence and documents exchanged by parties, unless the Secretary has given prior approval to such copying.

**Rule No. 11****Independent Nature of Adjudicative Boards**

The Chairs of adjudicative boards should ensure that the actions of any member, as well as Council members and staff attending adjudicative board meetings, are consistent with the arm's-length, quasi-judicial nature of the adjudicative board. Any actions compromising this position should be immediately dealt with by the Chair or panel chair.

Members of adjudicative boards operating at arm's-length from Council should refrain from seeking advice on their roles and responsibilities from Council members. In clarifying their roles and responsibilities, members should seek advice from appropriate legal staff or expert staff where such advisors are not otherwise involved in the case.

An adjudicative tribunal is required by the applicable laws to operate at arm's-length from and independently of Council. Members should therefore not request members of

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Council to intervene on applications considered by the adjudicative board. Under the *Council Code of Conduct*, members of Council are only permitted to communicate to the administrative board regarding a matter before the board by a letter addressed to the Secretary of the board which is available to all parties.

#### **Rule No. 12**

##### **Respect for the Board, the City and its Policies:**

1. Members shall encourage public respect for the Board, the City and its by-laws and policies.

##### **Commentary**

A Member must not encourage disobedience of a City by-law in responding to a member of the public, as this undermines confidence in the City and in the Rule of Law.

2. Members shall conduct themselves with appropriate decorum at all times.

#### **Rule No. 13**

##### **Respectful Workplace Policy:**

1. Members are governed by the City's *Respectful Workplace* policy. All Members have a duty to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation and to ensure that their work environment is free from discrimination and harassment.
2. Upon receipt of a complaint that relates to the City's *Respectful Workplace* policy and involves a Member, the Integrity Commissioner shall forward the information subject to the complaint to Human Resources who will refer it for an independent investigation.

##### **Commentary**

It is the policy of the City of Mississauga that all persons be treated fairly in the workplace in an environment free of discrimination or personal and sexual harassment.

The City of Mississauga's *Respectful Workplace* policy ensures a safe and respectful workplace

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environment and provides for the appropriate management of any occurrences of harassment and discrimination as those terms are defined in the policy.

The City of Mississauga's *Respectful Workplace* policy applies equally to members of staff and members of boards and members of Council. It will provide guidance to an independent investigator when a complaint is received involving a Member.

3. Upon receipt of the findings of the independent investigator, the Integrity Commissioner shall make a determination on the application of this Code of Conduct and the merits of the investigation respecting the conduct of the Member subject to the complaint. The findings of the Integrity Commissioner shall be reported to the adjudicative board and to City Council as per the normal procedure respecting such matters.
4. The *Ontario Human Rights Code* applies in addition to the City's *Respectful Workplace* policy.

#### **Rule No. 14**

##### **Conduct Respecting Staff:**

1. No Member shall compel staff to engage in partisan political activities or be subjected to threats or discrimination for refusing to engage in such activities.
2. No Member shall use, or attempt to use, their authority for the purpose of intimidating, threatening, coercing, commanding or influencing any staff member with the intent of interfering in staff's duties, including the duty to disclose improper activity.
3. Members shall be respectful of the role of staff to advise based on political neutrality and objectivity and without undue influence from any individual Member or faction of the Board.
4. No Member shall maliciously or falsely impugn or injure the professional or ethical reputation or the prospects or practice of staff, and all Members shall show respect for the professional capacities of the staff of the City.

##### **Commentary**

Members of Local Boards should expect a high quality of advice from staff based on neutrality and objectivity.

The City's *Respectful Workplace* policy applies to Members of Local Boards. Staff and Members are all entitled to be treated with respect and dignity in the workplace.

1 (g)(g)

It is inappropriate for a Member to attempt to influence staff to circumvent normal processes in a matter, or overlook deficiencies in a file or application. It is also inappropriate for Members to involve themselves in matters of administration or departmental management which fall within the jurisdiction of the City Manager. Any such attempts should be reported to the Integrity Commissioner.

#### **Rule No. 15**

##### **Failure to Adhere to Council Policies and Procedures:**

1. Members shall adhere to such by-laws, policies and procedures adopted by Council that are applicable to them.

#### **Rule No. 16**

##### **Reprisals and Obstruction:**

1. It is a violation of this Code of Conduct to obstruct the Integrity Commissioner in the carrying out of his/her responsibilities.
2. No Member shall threaten or undertake any active reprisal against a person initiating an inquiry or complaint under the Code of Conduct, or against a person who provides information to the Integrity Commissioner in any investigation.
3. It is also a violation to destroy documents or erase electronic communications or refuse to respond to the Integrity Commissioner where a formal complaint has been lodged under the Code of Conduct.

##### **Commentary**

Members of adjudicative boards should respect the integrity of this Code of Conduct and investigations conducted under it.

#### **Rule No. 17**

##### **Acting on Advice of Integrity Commissioner:**

1. Any written advice given by the Integrity Commissioner to a Member binds the Integrity Commissioner in any subsequent consideration of the conduct of the Member in the same matter, as long as all the relevant facts known to the Member were disclosed to the Integrity Commissioner.

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**DRAFT ONLY**  
**February 27, 2013**

**CODE OF CONDUCT COMPLAINT PROTOCOL  
FOR  
MEMBERS OF LOCAL BOARDS  
(RESTRICTED DEFINITION)  
INCLUDING ADJUDICATIVE BOARDS**

**APPLICATION:**

This Code of Conduct Complaint Protocol applies to local boards (restricted definition), including adjudicative boards that are local boards (restricted definition).

The Informal Complaint Procedure in Part A does not apply to members of adjudicative boards. Complaints regarding members of adjudicative boards must be processed under the Formal Complaint Procedure in Part B.

**PART A: INFORMAL COMPLAINT PROCEDURE**

Any person or a representative of an organization who has identified or witnessed behaviour or an activity by a member of a Local Board (restricted definition) other than an adjudicative board, that they believe is in contravention of the Code of Conduct applicable to the member may wish to address the prohibited behaviour or activity themselves as follows:

- (1) advise the member that the behaviour or activity contravenes the Code;
- (2) encourage the member to stop the prohibited behaviour or activity;
- (3) keep a written record of the incidents including dates, times, locations, other persons present, and any other relevant information;
- (4) if applicable, confirm to the member your satisfaction with the response of the member; or, if applicable, advise the member of your dissatisfaction with the response; and
- (5) consider the need to pursue the matter in accordance with the formal complaint procedure outlined in Part B, or in accordance with another applicable judicial or quasi-judicial process or complaint procedure.

All persons and organizations are encouraged to initially pursue this informal complaint procedure as a means of stopping and remedying a behaviour or activity that is prohibited by the Code. With the consent of the complaining individual or organization and the member, the Integrity Commissioner may be part of any informal process. However, it is not a precondition or a prerequisite that those complaining must pursue the informal complaint procedure before pursuing the Formal Complaint Procedure in Part B.

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**PART B: FORMAL COMPLAINT PROCEDURE:**

The Formal Complaint Procedure in this Part applies to complaints regarding members of local boards (restricted definition) including members of adjudicative boards.

In this Part, the applicable Code of Conduct as noted above is referred to as the "Code" and a local board (restricted definition) is referred to as a "Board".

**Integrity Commissioner Requests for Inquiries Sec. 1**

1. (1) A request for an investigation of a complaint that a Member has contravened the Code (the "complaint") shall be sent directly to the Integrity Commissioner by mail, E-mail, fax or courier in the form attached to this Protocol as Schedule "A".
- (2) All complaints shall be signed by an identifiable individual (which includes the authorized signing officer of an organization).
- (3) A complaint shall set out reasonable and probable grounds for the allegation that the Member has contravened the Code.

For example, the complaint should include the name of the alleged violator, the provision of the Code allegedly contravened, facts constituting the alleged contravention, the names and contact information of witnesses, and contact information for the complainant during normal business hours.

**Initial Classification by Integrity Commissioner Sec. 2**

2. (1) Upon receipt of the request, the Integrity Commissioner shall make an initial classification to determine if the matter is, on its face, a complaint with respect to non-compliance with the Code and not covered by other legislation or other board or Council policies as described in subsection (2).
- (2) If the complaint is not, on its face, a complaint with respect to non-compliance with the Code or the complaint is covered by other legislation or a complaint procedure under another board or Council policy the Integrity Commissioner shall advise the complainant in writing as follows:
  - (a) if the complaint on its face is an allegation of a criminal nature consistent with the *Criminal Code of Canada*, the complainant shall be advised that if the complainant wishes to pursue any such

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allegation, the complainant must pursue it with the appropriate police force;

- (b) if the complaint on its face is with respect to non-compliance with the *Municipal Freedom of Information and Protection of Privacy Act*, the complainant shall be advised that the matter will be referred for review to the City Clerk;
  - (c) if the complaint on its face, is with respect to non-compliance with a more specific Council policy with a separate complaint procedure, the complainant shall be advised that the matter will be processed under that procedure; and
  - (d) in other cases, the complainant shall be advised that the matter, or part of the matter, is not within the jurisdiction of the Integrity Commissioner to process, with any additional reasons and referrals as the Integrity Commissioner considers appropriate.
  - (e) If the Integrity Commissioner receives a complaint during a municipal election year respecting a Member who is seeking election to a seat on council and he is of the opinion that it is politically motivated, he may stay the investigation until after the new Council takes office or dismiss it if he concludes it is specious.
- (3) The Integrity Commissioner may report to Council and the Local Board that a specific complaint is not within the jurisdiction of the Integrity Commissioner.
  - (4) The Integrity Commissioner shall report annually to Council on complaints not within the jurisdiction of the Integrity Commissioner, but, where possible, shall not disclose information that could identify a person concerned.

### **Integrity Commissioner Investigation Secs. 3 – 9**

- 3. (1) The Integrity Commissioner is responsible for performing the duties set out in this Protocol independently, and shall report directly to Council in respect of all such matters. The Integrity Commissioner shall file an annual report to City Council respecting the advice, education and investigations carried out in the previous year, and developments or recommendations of significance related to the role of the Integrity Commissioner.
- (2) If the Integrity Commissioner is of the opinion that a complaint is frivolous, vexatious or not made in good faith, or that there are no grounds or insufficient

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grounds for an investigation, the Integrity Commissioner shall not conduct an investigation, or, where that becomes apparent in the course of an investigation, terminate the investigation.

- (3) Other than in exceptional circumstances, the Integrity Commissioner will not report to Council on any complaint described in subsection (2) except as part of an annual or other periodic report.
4. (1) If a complaint has been classified as being within the Integrity Commissioner's jurisdiction and not rejected under section 3, the Commissioner shall investigate and may attempt to settle the complaint.
    - (2) Upon receipt of a formal complaint pursuant to the Code, and where the Integrity Commissioner determines that the complaint meets the criteria to be investigated, the Integrity Commissioner may elect to conduct an informal investigation or alternatively to exercise the powers of a Commission under Parts I and II of the Public Inquiries Act, as contemplated by Subsection 223.4(2) of the Act.
    - (3) If the Integrity Commissioner elects to conduct an inquiry under the Public Inquiries Act, he/she shall report to Council and seek instructions before proceeding, setting out the reasons for the investigation and providing an estimate of the expected cost and time that the investigation will require.
    - (4) When the Public Inquiries Act applies to an investigation of a complaint, the Integrity Commissioner shall comply with the procedures specified in that Act and this Complaint Protocol, but, if there is a conflict between a provision of the Complaint Protocol and a provision of the Public Inquiries Act, the provision of the Public Inquiries Act prevails.
  5. (1) The Integrity Commissioner will proceed as follows, except where otherwise required by the Public Inquiries Act:
    - (a) serve the complaint and supporting material upon the Member whose conduct is in question with a request that a written response to the allegation by way of affidavit or otherwise be filed within ten days; and
    - (b) serve a copy of the response provided upon the complainant with a request for a written reply within ten days.
  - (2) If necessary, after reviewing the written materials, the Integrity Commissioner may speak to anyone relevant to the complaint, access and examine any of the information described in subsections 223.4(3) and (4) of the Municipal Act, and may enter any City work location relevant to the complaint for the purposes of

investigation and settlement.

- (3) The Integrity Commissioner shall not issue a report finding a violation of the Code on the part of any Member unless the Member has had reasonable notice of the basis for the proposed finding and any recommended sanction and an opportunity either in person or in writing to comment on the proposed finding and any recommended sanction.
  - (4) The Integrity Commissioner may make interim reports to the Local Board and/or Council where necessary and as required to address any instances of interference, obstruction or retaliation encountered during the investigation.
6. (1) The Integrity Commissioner shall report to the complainant and the Member generally no later than 90 days after the making of the complaint.
- (2) Where the complaint is sustained in whole or in part, the Integrity Commissioner shall also report to the Local Board and Council outlining the findings, the terms of any settlement, or recommended corrective action.
  - (3) Where the complaint is dismissed, other than in exceptional circumstances, the Integrity Commissioner shall not report to the Local Board or Council except as part of an annual or other periodic report.
  - (4) Any recommended corrective action must be permitted in law and shall be designed to ensure that the inappropriate behaviour or activity does not continue.
7. If the Integrity Commissioner determines that there has been no contravention of the Code or that a contravention occurred although the Member took all reasonable measures to prevent it, or that a contravention occurred that was trivial or committed through inadvertence or an error of judgement made in good faith, the Integrity Commissioner shall so state in the report and shall recommend that no penalty be imposed.
8. The City Clerk shall process any report to Council for the next meeting of Council.

#### Council Review Sec. 9

9. (1) Council and/or the Local Board shall consider and respond to the report within 90 days after the day the report is laid before it.
- (2) In responding to the report, Council may vary a recommendation that imposes a penalty, subject to Section 223.4, subsection (5) of the Municipal Act, but shall not refer the recommendation other than back to the Integrity Commissioner.

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- (3) Upon receipt of recommendations from the Integrity Commissioner, Council may, in circumstances where the Integrity Commissioner has determined there has been a violation of the Code, impose either of two penalties:
- (a) a reprimand; or
  - (b) suspension of the remuneration, if applicable, paid to the Member in respect of his/her services as a Member for a period of up to 90 days

In the case of a member of the Board who is a member of Council, Council may also consider suspension of the remuneration, paid to the Member in respect of his or her services as a member of Council, for a period of up to 90 days.

- (4) The Integrity Commissioner may also recommend that Council take the following actions:
- (a) removal from the Local Board;
  - (b) removal as chair of the Local Board;
  - (c) require repayment or reimbursement of monies received;
  - (d) require return of property or reimbursement of its value;
  - (e) a request for a written and/or verbal apology to Council, the Local Board, the complainant, or to all three.

#### **Confidentiality; Sec 10**

10. (1) A complaint will be processed in compliance with the confidentiality requirements in sections 223.5 and 223.6 of the *Municipal Act*, which are summarized in the following subsections.
- (2) The Integrity Commissioner and every person acting under her or his instructions shall preserve secrecy with respect to all matters that come to his or her knowledge in the course of any investigation except as required by law in a criminal proceeding.
  - (3) All reports from the Integrity Commissioner to Council and a Local Board will be made available to the public.
  - (4) Any references by the Integrity Commissioner in an annual or other periodic report to a complaint or an investigation shall not disclose confidential information that could identify a person concerned.

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- (5) The Integrity Commissioner in a report to Council or a Local Board on whether a member has violated the Code shall only disclose such matters as in the Integrity Commissioner's opinion are necessary for the purposes of the report.



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I hereby request the Integrity Commissioner to conduct an inquiry pursuant to the provisions of section 223.4 of the *Municipal Act, 2001* with respect to the above conduct.

Attached are copies of documents and records relevant to the requested

inquiry. Please mail, fax, e-mail, or otherwise deliver this request to:

Robert J. Swayze  
Integrity Commissioner  
City of Mississauga  
20736 Mississauga Road  
Caledon, Ontario  
L7K 1M7

Phone: 519 942 0070  
Fax: 519 942 1233  
E-mail: [robert.swayze@sympatico.ca](mailto:robert.swayze@sympatico.ca)

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Requester)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_



Heritage Advisory Committee  
MAY 28 2013

April 17, 2013

Elaine Eigl  
Heritage Coordinator,  
Heritage Planning  
City of Mississauga  
201 City Centre Drive, Suite 900  
Mississauga, Ontario L5B 2T4



Re: Canadian Tire Gas Bar  
Southdown Road, Mississauga

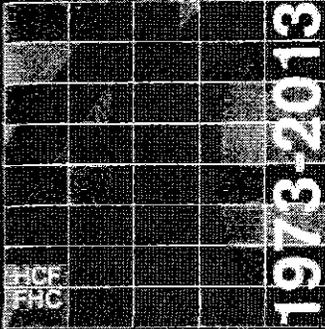
Dear Elaine,

Just a note to let you know that the Canadian Tire Gas Bar is gaining national heritage coverage. It has just been published in Heritage, the magazine of the Heritage Canada Foundation. Enclosed is the article that was on page 3 below the greetings from Governor General, David Johnston.

The City of Mississauga has been a leader in the heritage field. Its actions deserve more coverage as to the substantial investment the City has made in heritage planning and preservation of important heritage landmarks.

Warmest regards,

Alexander Temporale,  
B. Arch., OAA, CAHP, FRAIC



THE MAGAZINE OF THE HERITAGE CANADA FOUNDATION

# Héritage

LE MAGAZINE DE LA FONDATION HÉRITAGE CANADA

**Good Neighbours:  
Heritage Homes and  
Neighbourhoods**

**Des Voisins :  
Maisons et quartiers  
patrimoniaux**

ALEXANDER TEMPORALE APR 04 2013  
ATA ARCHITECTS INC  
211 LAKESHORE ROAD EAST  
OAKVILLE ON L6J 1H7

**HCF Celebrates 40 Years of Heritage  
La FHC célèbre 40 ans de patrimoine**

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## Greetings from our Patron

## Salutations de notre président d'honneur



THE GOVERNOR GENERAL  
LE GOUVERNEUR GÉNÉRAL



David Johnston

I am pleased to extend warm greetings to the members and supporters of the Heritage Canada Foundation, on this the 40th anniversary of the Foundation's establishment.

Madame Gabrielle Léger, the wife of my predecessor the Right Honourable Jules Léger, once said: "The most ephemeral thing at Rideau Hall is the governor general; all the rest is history." And in fact the same can be said for each of us in relation to the structures and buildings we use and inhabit. As Canadians, we are heirs to a rich and complex history spanning diverse cultures and geographies, and one of the primary means by which we can better understand and appreciate our past is by exploring our built heritage.

By respecting and caring for our historic sites, Canadians can develop a deeper sense of who we are and what we may yet become. As patron of the Heritage Canada Foundation, I would like to thank all those who work so hard on behalf of our heritage, and offer my congratulations on this milestone anniversary.

Je suis enchanté de saluer chaleureusement les membres et les sympathisants de la Fondation Héritage Canada, qui célèbre son 40<sup>e</sup> anniversaire.

Madame Gabrielle Léger, l'épouse de mon prédécesseur le très honorable Jules Léger, a dit un jour : « Ce qui est le plus éphémère à Rideau Hall, c'est le gouverneur général; tout le reste est histoire. » Cette affirmation s'applique également à nous et aux structures et immeubles que nous habitons et utilisons. En tant que Canadiens, nous avons hérité d'une histoire riche et complexe qui transcende diverses cultures et géographies. Ainsi, l'un des principaux moyens pour rehausser notre compréhension et notre appréciation du passé consiste à étudier notre patrimoine bâti.

En respectant et en protégeant leurs lieux historiques, les Canadiens comprendront mieux qui ils sont et qui ils pourraient devenir. En ma qualité de président d'honneur de la Fondation Héritage Canada, je tiens à remercier toutes les personnes vouées à la protection de notre patrimoine. Je vous félicite pour cet important anniversaire.

## In Transition



Photo: Greg Stacey

## RESTORED/RESTAURATION

## Canadian Tire Gas Bar

The Canadian Tire Gas Bar at 1212 Southdown Rd. in Mississauga, Ont. has been a landmark in the community for over 60 years. When Canadian Tire co-founder A.J. Billes decided to expand into the gas station business in 1968, he called on local

## Transitions

designer-contractor Bob McClintock to dream up something eye-catching for the new pumping stations. Borrowing California's innovative Google "building-as-billboard" approach, McClintock's swooping canopy design soon defined the brand, its playfulness mirroring the optimism of the times. But the Google style did not fit with the move to full convenience stores, and many were lost in the 1990s. By 2008, the Southdown was showing signs of wear and tear. Before proceeding with expansion plans, Canadian Tire was asked by the City of Mississauga to prepare a heritage assessment of the structure. Alexander Temporal of ATA Architects performed the assessment, giving a high score for artistic merit, early construction methods and landmark status. The canopy was designated under the *Ontario Heritage Act* in January 2011, and a full restoration followed, which included the removal of old fixtures, a fresh coat of paint and new LED strips to mimic the original underside fluorescent lighting.

## Poste d'essence Canadian Tire

Le poste d'essence Canadian Tire du 1212, chemin Southdown à Mississauga est un point de repère de la localité depuis plus de 60 ans. Lorsque le cofondateur de Canadian Tire A.J. Billes a décidé en 1968 de se diversifier dans le marché des stations-service, il a chargé le

HERITAGE IMPACT STATEMENT

7 Main Street, Mississauga

Revised May 7, 2013

Heritage Advisory Committee

MAY 28 2013



# STREETSVILLE CENOTAPH

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## EXECUTIVE SUMMARY

This report, prepared for the Corporation of the City of Mississauga, assesses the proposed redevelopment of the Streetsville Main Street Square which includes the Streetsville Cenotaph.

The redevelopment site includes the public realm, along and including Main Street from Queen Street South to Church Street. The project goal is create an aesthetically pleasing and functional town square in keeping with its historical importance and character.

As part of this proposal the Streetsville Cenotaph will be conserved and relocated. Due to the current condition of the monument, conservation through rehabilitation is the recommended strategy. This will include dismantling the cenotaph and reconstructing it with new brick and salvaged stone and metal elements.

The Cenotaph is designated under Part IV of the Ontario Heritage Act, City of Mississauga By-Law No. 770-83. In addition, the Cenotaph is located within the Streetsville Village Core Cultural Landscape (L-HS-#)

This report finds the proposed redevelopment has a positive impact on the heritage property and the Streetsville Village Core Cultural Landscape. Improving the surrounding environment, context and its association with the town square as well as conserving the Cenotaph itself for future generations.



# 1 INTRODUCTION

## 1.1 Scope of the Report

This Heritage Impact Statement has been prepared by ERA Architects Inc. to assess the proposed Streetsville Main Street Square Redevelopment.

### Purpose and Scope

The purpose of an Heritage Impact Statement is to evaluate the proposed development in relation to cultural heritage resources and recommend an overall approach to the conservation of the heritage value of these resources.

## 1.2 Present Owner Contact

Randy Jamieson, Senior Project Manager  
Community Services Department  
City of Mississauga  
300 City Centre Drive  
Mississauga, ON  
L5B 3C1

### 1.3 Site Location and Description

The site is located at 7 Main Street in the town centre on the south side of Main Street just west of Queen Street South in Streetsville, Mississauga. A series on storefronts line both sides of Main Street. Perpendicular street parking is located directly to the east of the site, and the intersection of Main and Queens Streets is to the west.

The site includes the Streetsville Cenotaph, a designated property on the City of Mississauga Heritage Register, and is within the Streetsville Village Core, an Identified Cultural Heritage Landscape.



4. Site location map. (Bing Maps, annotated by ERA)

## 2 BACKGROUND RESEARCH AND ANALYSIS

The following summarizes supporting research and analysis of the site done in preparation of this report. For further details and reference to supporting research, refer to Background Research and Analysis Study appended to this report.

### 2.1 Site History

The village of Streetsville is named after Timothy Street, an early land owner who was integral to the settlement of the town. After the Mississauga Purchase of 1818, Timothy Street, a loyalist residing in St. Davids, and his partner Richard Bristol were hired to survey the lands of the Second Purchase receiving land grants as payment. Street sold his grants and purchased Lots 3 & 4, Concession 4 WHS along the Credit River. By 1822 Timothy had erected a grist mill and a saw mill on the river catering to the needs of potential settlers. Shortly after, in 1824, he donated land for the erection of a Presbyterian Church and Cemetery. These provisions made the area appealing to settlers and by 1825, when Timothy Street became a full time resident the area, was commonly referred to as Streetsville. The name became official in 1829 with the establishment of a local post office. The Town of Streetsville, incorporated in 1858, was annexed in 1974 when Mississauga became a city. Known today as 'The Village in the City of Mississauga' Streetsville maintains its community feeling. The Cenotaph is located near the intersection of Queen Street South and Main Street, the centre of the historic community of Streetsville.

### 2.2 Design

Designed by local artist Samuel Finlay the Streetsville Cenotaph was the first brick memorial in Canada. The Cenotaph is constructed with 'Maple Bark' texture brick, donated by the now defunct Milton Pressed Brick Co., and local Credit Valley sandstone. Originally sitting atop a square three step sandstone base, the Cenotaph itself is four feet square and fifteen feet high



5. Streetsville Cenotaph, front (west) elevation.(ERA).



6. Streetsville Cenotaph, side (south) elevation.(ERA).



7. Streetsville Cenotaph, rear (east) elevation.(ERA).



8. Streetsville Cenotaph, side (north) elevation.(ERA).

including the bronze cross on the cap. Buttresses extend from each elevation of the monument creating a cruciform shape in plan.

Two recesses are found on each elevation, a pointed arch above and a rectangular recess in the lower portion between the buttresses, bronze tablets are located within each recess. An angle holding a wreath is found on the front of the cenotaph and a soldier with a crucifix and the inscription “Greater love hath no man” on the reverse. The two side panels are occupied by bronze swords, a symbol of sacrifice. A bronze wreath, a symbol of victory, found in the lower embrasure on the rear of the cenotaph, dedications from WWI are found on the north and south and WWII on the front. The monument is topped with a large bronze celtic cross which originally contained a light which was to be lit each night.

The Bronze plaques, cast by the Toronto firm T. G. Tickell & Sons, are purported to be the work of S. S. Finlay as well.

### 2.3 Context

The site for the Cenotaph is the centre of the historic village and had been traditionally used for town markets and other gatherings. Prior to the erection of the cenotaph, Main street was flanked by large ditches. The project included provisions to fill in the ditches and widen the road to accommodate a small park for the cenotaph in the centre of the road.

The Cenotaph, when built, was positioned just north of the Queen Street South and Main Street intersection. A path running down the centre of the island led from Queen Street to the monument. Landscaping flanked the path with two light standards marking the entrance, a flagpole given by the local council was erected directly behind the Cenotaph.



9. Streetsville Cenotaph, circa 1930. Note the stepped base. (The Streetsville Cenotaph, p 26)



10. Streetsville Cenotaph, circa 1950. View from Main Street looking north east from Queen Street South. (Mississauga Public Library)



11. Streetsville Cenotaph, 1978. View from Main Street looking north east from Queen Street South. (Mississauga Public Library)



12. Streetsville Cenotaph, 1982. View from Main Street looking north east from Queen Street South. (Mississauga Public Library)

By the 1970's only the top step of the cenotaph base remained. Small flower beds flanked the central path leading from the street to the monument. By 1982, the cenotaph base had been altered from the earlier stone steps to a square concrete base. The plantings had been removed and large concrete bollards had been added around the park.

As part of the 1993-4 restoration project the cenotaph was moved 15 feet to the north "so that it was not jeopardized by oncoming traffic"<sup>1</sup> and put on a new concrete base clad in pink granite. At this time the south side lane of main street was closed between Queen Street South and Church Street to create a larger public realm and perpendicular parking along the northern part of Main Street.

Detailed information on the 1992-93 conservation of the cenotaph is currently unavailable.

<sup>1</sup> City of Mississauga Memorandum dated Oct 8, 1993.



13. Streetsville Cenotaph, 2012. View from Main Street looking north east from Queen Street South. (Google Maps)

### 3 STATEMENT OF SIGNIFICANCE

The following is the Short Statement of the Reasons for the Proposed Designation extracted from City of Mississauga By-Law No. 770-83 enacted on October 24th, 1983:

*The Streetsville War Memorial or Cenotaph is a reflection of the social history not only of the Town of Streetsville but of the province and the nation in the first half of the twentieth century. In a research report on the Streetsville War Memorial or Cenotaph by Mr. Robert J. Shipley, he stated, "it was a period of great shock at the loss of so many young men and people felt the need to justify the sacrifice by thinking of high minded things. These monuments are significant because they represent a time when our communities celebrated not victory but the values that had been fought for. We don't have anything else quite like them" Located in the centre of Streetsville historical commercial core, at the intersection of Queen Street and Main Street, the Cenotaph is a significant landmark in the streetscape.*

Commentary on the Designation Description: The current designation description addresses the associative value of the monument but provides no commentary on the physical structure nor does it provide a list of heritage attributes. In preparing this report ERA assessed the monument using the Criteria for Determining Cultural Heritage Value or Interest, Ont Reg. 9/06 made under the Ontario Heritage act. The following is a proposed list of heritage attributes, for the complete assessment please refer to Appendix 4.

ERA recommends expand the current designation By-Law to include both physical and contextual attributes of the Cenotaph once the conservation and relocation has been completed.

Heritage Attributes:

- The use of brick as the principal material with stone accents;
- The cruciform plan, height and massing of the cenotaph;

- The inset stone panels with chamfered brick surround on all elevations;
- The brick patterning highlighted by the recessed mortar joints;
- The 2 large bronze plaques, 2 bronze swords and the bronze wreath, sculpted by Samuel S. Finlay and cast by T.G. Tickell & Sons, Toronto;
- The bronze Celtic cross light;
- The three bronze dedication plaques found in the lower embrasures of the monument; and,
- Its location within the town square, facing the intersection of Queen and Main Streets.

The Cenotaph is within the Streetsville Village Core Cultural Heritage Landscape, the following sited description is extracted from the Cultural Heritage Landscape Inventory:

“Despite the encirclement of Streetsville by encroaching urbanization over the past twenty years, the main core of the community retains the distinct scale and character of a rural farming town. New developments continue to respect the scale of shop fronts along the main portion of the street and local features have crept into the many forecourt walls fronting buildings to the north end of the core area. Because of its integration with the surrounding development, the core area remains a local service centre to its surrounding community - albeit to a much larger population base. Care should be taken to ensure that the appearance of Streetsville, including extant churches, cemeteries and public buildings, is retained in the face of future development pressures to ensure that the character of this part of Mississauga remains intact. There are over ninety heritage properties listed, many of which are designated.

Streetsville is recognized as a significant cultural landscape because it retains a portfolio of heritage buildings of a consistent scale and portrays a period landscape of a small village.”

The Cultural Landscape of Feature Criteria associated with this site are:

- Built environment: The aesthetic and visual quality;
- Built environment: Designated structures;
- Historical associations: Illustrates a trend style or pattern;
- Historical Associations: Illustrates a phase of social or physical development; and,
- Other: Historical or archaeological interest.

## 4 ASSESSMENT OF EXISTING CONDITION

The following condition assessment was carried out by ERA Architects Inc. on March 27, 2013. This assessment is preliminary in nature. The internal construction of the monument is currently unknown.

The brick is 'Maple Bark' textured brick from the Milton Pressed Brick company measuring 8 1/2" x 4" x 2 1/2". Some of the units have been replaced with 'rug' textured bricks likely during the 1993-94 restoration. The entablature are surrounded by chamfered bricks with the same texture. The monument seems to be pointed with a hard cementitious mortar which is contributing to the damage. Credit Valley sandstone is used for the stone cap, buttress caps and for the recessed panels. Decorative bronze elements and plaques are found on each elevation and in the celtic cross lamp atop the monument.

The current pink granite base, a modern intervention with little or no heritage value, was excluded from this condition assessment.

The Streetsville Cenotaph is in fair to poor condition, typical issues include:

- **Spalled brick units** - Spalling is generally caused by moisture trapped within the masonry unit combined with freeze thaw cycles. Spalled units are found along the base and at the top of the pointed arch on all elevations. The deteriorated brick at the base of the monument is relatively common as the area would have constant exposure to surface water combined with freeze-thaw cycles. The spalled areas at the point of the arch may be caused by water entering through the stone cap, through the cross/ lamp opening, or by water running off the cap stone onto the brick surface. Poor water-shedding details contributing to the damage.
- **Cracked Brick units** - Many of the brick units have hairline/ spider cracks apparent on their surface this may be a result of the original firing process. However these hairline /spider cracks could be an indication of compromised units. Large

Notice Regarding scope of use of this Condition Assessment:

Condition assessments included in HIA reports are detailed only to cover the requirements of the report and are not intended to be more inclusive or to be used for purposes other than to report to which it is appended. ERA denies any liability whatsoever to other parties who may obtain access to this report for any injury, loss or damage suffered by such parties arising from their use of, or reliance upon, this report or any of its contents without the express written consent of the ERA and the client.



14. Detail efflorescence on sandstone  
south east corner. (ERA)



15. Detail spalled brick at base. (ERA)



16. Detail chipped sandstone buttress cap. (ERA)



17. Detail, efflorescence on brick, south elevation. (ERA)



18. Detail ferrous staining on sandstone, (ERA)



19. Detail cracked brick units on west elevation. (ERA)

structural cracks were noted predominantly on the east and west elevations these widening joints suggest lateral movement of brick.

- The interior structure of the monument is unknown. Further investigation is recommended.
- **Broken/chipped sandstone**- There are two small chips on the east elevation of the monument and one previously repaired crack. These do not impact the performance of the stone.
- **Efflorescence** - An encrustation of soluble salts, commonly white, deposited on the surface of stone, brick, plaster or mortar. Efflorescence is evident at the base and the upper portion of the brickwork on the east, west and south elevations and on the sandstone at the southwest corner of the monument. The pattern corresponds with that of the spalling.
- **Ferrous staining** - The lower entablature on the east elevation has some ferrous staining caused by moisture running down the bronze surfaces and onto the sandstone.
- **Bronze**: The bronze plaques are all in good condition.
- **Electrical**: The Celtic cross originally held a light at its centre. It is undetermined at this time if the electrical service is still connected. The light is currently non-functional.

## 5 POLICY REVIEW

The following were among documents reviewed in preparing this HIA.

- » Heritage Impact Statement Terms of Reference, City of Mississauga (see Appendix 1);
- » The Ontario Heritage Act;
- » Ontario Regulation 9/06, Criteria For Determining Cultural Heritage Value or Interest (see Appendix 2);
- » Parks Canada Standards and Guidelines for the Conservation of Historic Places in Canada;
- » The Province of Ontario's 2005 Provincial Policy Statement for the Regulation of Development and Use of Land.
- » The City of Mississauga Plan, 2012.

A Review of Key Heritage Policy, attached as an appendix of this report includes further discussion of heritage policy relevant to the proposal project.

## 6 ASSESSMENT OF DEVELOPMENT OR SITE ALTERATION

### 6.1 Design Statement

The design for Streetsville's Main Street Square has been developed from the ideas which emerged from the 8-80 Cities citizen engagement process. The intent is to create a convivial and compelling public space along Main Street for people, which supports a wide range of year round activities. This distinct public space will be developed from what today exists only as asphalt roadway, parking spaces and concrete sidewalk. To achieve this transformation and revitalization of the core of Streetsville, a strong but relatively simple palette of materials and civic components will be combined to create a powerful "sense of place".

The design strategy re-interprets, in a contemporary way, important characteristics from the Town's heritage through the use of colour and detail. The design also re-establishes significant relationships for the Town, connecting Main Street to its pastoral ravine setting to the east, through connective landscaping, and by providing a more traditional and dignified home to a relocated Cenotaph.

The design allows Main Street to remain as a functioning two-way roadway on a daily basis with generously landscaped pedestrian pavement areas to both sides. For special events the road can be closed, creating the contiguous surface of a pedestrian square for a range of activities. The landscaping has been developed to provide seasonal colour and interest, with special pedestrian lighting introduced to create beauty and dramatic effects. Outdoor seating and bicycle racks will be provided to allow more people to enjoy the activities of the square. An attractive canopy structure highlighting the corner intersection at Queen Street can be easily converted to a stage, and center piece for the Square's for special events.

The Streetsville Main Street Square, will be, when complete, a year round public space, and central focus for the community.

## 6.2 Development Proposal

The Streetsville Main Street Square Redevelopment proposes a number of alterations to the existing square intended to enhance and increase the square while respecting the historical importance of the site and the Cenotaph. Proposed alterations include;

- Conservation of the Cenotaph including replacement in kind of all the brick, salvage and reuse of all the stone and bronze elements;
- Relocating the Cenotaph approximately 35m to the north-east;
- Demolition of the current pink granite base;
- Reconstruct new base for cenotaph inspired by the original 1926 configuration;
- Reintroduce the 'ceremonial path' leading to the Cenotaph;
- Addition of planting beds along the north, east and south sides of the Cenotaph;
- Plant a copse of red maples to the east of the cenotaph, and an alley of trees running along Main Street to the cenotaph ;
- Install brick pavers over the entire site, Main Street from Church to Queen St. S;
- Remove existing parking;
- Install gates at either end of the street to allow the site to be closed to traffic;
- Construct a shade structure on the current site of the Cenotaph; and,
- Erect a new flag pole adjacent to the Cenotaph.

Please refer to Appendix 8 for drawings by CS&P Architects.

### 6.3 Assessment

The following table identifies and assesses possible effects of the proposal on heritage properties. The possible effects included here are identified in the City of Mississauga Heritage Impact Statement Terms of Reference.

Possible Effect	Assessment
Destruction of any, or part of any, significant heritage attributes or features*	Replacement of the degraded brick on the Cenotaph will not negatively effect the heritage value of that material and will stabilize the monument for the long term.  *The brick masonry is not defined as a heritage attribute in the current designation.
Removal of natural features including trees	The current plantings: two saplings along the south street edge and two saplings and a mature maple tree along the northern street edge, will be removed as part of the current proposal.
Alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance	The base of the cenotaph will be demolished and replaces with a new base designed to reflect the square stepped base original to the site.
Shadows created that alter the appearance of a heritage attribute or change the viability of an associated natural feature or plantings, such as a garden	N/A
Isolation of a heritage attribute from its surrounding environment, context or a significant relationship	The proposed alteration will greatly improve the surrounding environment, context of the Cenotaph and its relationship with the public square.
Direct or indirect obstruction of significant views or vistas within, from, or of built and natural features	Erection of a covered gazebo/grandstand platform at or near the current location of the cenotaph may obstruct views from Queen Street South
A change in land use (such as rezoning a church to a multi-unit residence) where the change in use negates the property's cultural heritage value	N/A
Land disturbances such as a change in grade that alters soils, and drainage patterns	N/A
Relocation of the Cenotaph	Relocating the Cenotaph will not negatively effect the heritage values of the monument. The proposed relocation will allow the Cenotaph to be a feature within the improved Village Square.

#### 6.4 Assessment: Impact on Cultural Landscape or Feature Criteria

##### Built Form:

- **Aesthetic and visual quality:** the proposed design will contribute to the quality and character of the landscape as a whole. The high quality of design recognizes the importance of this civic space and celebrates its linkages to the surrounding Cultural Heritage Landscape. The proposed plan re-establishes significant relationships for the Town, connecting Main Street to its pastoral ravine setting to the east, through connective landscaping, and by providing a more traditional and dignified home to a relocated Cenotaph. In addition the material palette has been selected to emphasise the town square while referencing the history of Streetsville. The recent 1998 renovation, by the City of Mississauga, incorporated some of the original granite sets from Main Street in colour tones of deep burgundies and greys, as part of a decorative paving strategy within what is essentially an asphalt and concrete landscape. It is estimated that the original Main Street would have been entirely paved in these granite sets, creating an elegant textured tableau of deep reds and greys. These are also reflected in the masonry of the Cenotaph itself, which are thought to reflect the original, tying into the colour scheme.
- **Designated Structures:** With the exception of the Cenotaph, there are no designated properties within or adjacent to the proposed streetscape development. We believe the development will have a positive impact on Streetsville Village Core. Please refer to section 6.3 for the heritage impact assessment on the Streetsville Cenotaph.

##### Historical Associations:

- **Illustrates a trend or pattern/ Illustrates a phase of social or physical development:** The historic village of Streetsville was centred around the intersection of Queen Street South and Main Street. The primary mandate of the work is to

reinvigorate what was originally the center of the Streetsville Village, Main Street. Currently Queen Street is the main focus of activities within the Village, supported by various urban improvements of decorative paving patterns, historical black lighting standards and flower baskets, all complimenting the lively shops. Currently this hub of activity stretches itself in a linear fashion, bisecting Main Street, and creating a natural point of intensity marked by the Cenotaph. For this reason several seasonal events including a Holiday Tree Lighting and Remembrance Day Ceremony take place here. Despite its significance the place lacks a level of amenity and urban design within the Village context, relative to Main Street vigour. The redevelopment proposes multiple improvements to reinstate this as the centre of the town, the Streetsville Village Town Square, restoring its original social and physical importance as the heart of the village.

Other:

- Historical or archaeological interest: The Streetsville Village Core has historic interest and the center of historic Streetsville. Streetsville is one of the former villages now within the larger context of the City of Mississauga. The strong focus on community design of the proposed streetscape plan will act to protect, enhance and reinforce the cultural heritage values of this historic place in keeping with the goals outlined in the City of Mississauga Plan, 2012.

## 7 CONSERVATION STRATEGY

### 7.1 Mitigation Strategies:

This section describes the measures taken to minimize any potentially negative impact of the proposed streetscape improvement proposal on the heritage property.

#### Replacement of the degraded brick on the Cenotaph:

Due to the degraded condition of the brick units full replacement is recommended to maintain the structural integrity of the Cenotaph. The new masonry units will match as closely as possible the existing in size, colour and texture. Please refer to the conservation strategy, section 7.2, for more information.

#### Current plantings will be removed:

The proposed Streetsville Main Square Redevelopment will include a row of street edge trees on the north and south side of the street, a copse of red maples will be planted on the east of the Cenotaph. In WWI & WWII The Maple Leaf was displayed on soldiers' caps, badges, and military equipment.

#### Replacement of the current pink granite base:

The current base is severely degraded and does not conform to current accessibility codes. In addition this base is incompatible with the original design intent and appearance of the Cenotaph. The new base has been designed to reflect the original square stepped base\*. This sympathetic improvement will have a positive impact on the monument and the surrounding Cultural Heritage Landscape.

#### Erection of a covered gazebo/grandstand platform:

The proposed structure is located on axis with the proposed new location for the Cenotaph. The platform is created by leveling off the natural slope to the east. The cantilevered canopy structure has been designed to minimize any possible impact on the monument. It is visually light and translucent and has been raised to a height which will not obstruct the views to or from the Cenotaph from Queen Street South at Main Street.

\*The following is an extraction from The Streetsville Review as documented in "The Streetsville Cenotaph" describing the Cenotaph as it was on June 8th, 1926.

"The memorial stands a little to the east of the main street in the centre of the town, is built of warm red brick on a pedestal of grey sandstone" (Three base steps 11 x 11 ft at the base, may 27 & June 10, 1926).

In addition the platform and canopy will provide a raised covered space for ceremonial purposes.

Relocation of the Cenotaph:

As part of the current proposal the Cenotaph will be relocated approximately 35m to the west to accommodate a larger gathering space between Queen Street South and the Cenotaph. The monument will remain on it's current axis, facing the intersection of Queen Street South and Main Street, maintaining the historic viewscape to and from it.

The proposed move will greatly improve the context and surroundings of the monument and will provide the ceremonial space in front of the Cenotaph to be increased. This increased space will allow for larger groups to congregate in front of the monument during ceremonies and will better accommodate the custom wreath stands used by the Legion during their Remembrance Day Ceremony.

7.2 Conservation Strategy

Due to the degraded condition of the Cenotaph the recommended conservation strategy is conservation through rehabilitation. We propose dismantling and reconstructing the Cenotaph with new bricks to match existing and salvaged stone and bronze elements. This approach will allow any deficiencies, such as poor water shedding, and possible structural instability, to be addressed for the long term stability of the monument. All stone and bronze elements will be salvaged, restored and reused during the conservation.

The plan for rehabilitation will include:

- The preparation of a Conservation Plan drawing set to the satisfaction of Heritage Staff
- Photo documentation of the Cenotaph in its current state; and,
- Photo documentation of the conservation process for the city record.

Consider Rehabilitation as the primary treatment when:

- (a) Repair or replacement of deteriorated features is necessary;
  - (b) Alterations or additions to the historic place are planned for a new or continued use; and,
  - (c) Depiction during a particular period in its history is not appropriate.
- Rehabilitation can revitalize historical relationships and settings and is therefore more appropriate when heritage values related to the context of the historic place dominate.

A plan for Rehabilitation should be developed before work begins.

*Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada.*

## 8 CONCLUSION

The current condition of the Cenotaph makes conservation through rehabilitation the best approach for the long term survival of the monument. This approach will maintain the cultural heritage value of the Cenotaph.

The proposed redevelopment has a positive impact on the heritage property. Improving the surrounding environment, context and its association with the town square as well as conserving the Cenotaph itself for future generations.

The proposed development is in keeping with the Goals and Objectives of the Mississauga Plan, 2012, in relation to urban design, Heritage and civic spaces while respecting the integrity of the Streetsville Village Core Cultural Landscape.

### Project Personnel

SYDNEY MARTIN is a Heritage Conservator with ERA and holds a Degree in Heritage Conservation from the Willowbank School of Restoration Arts. She also holds an undergraduate degree in Fine Art History and Architecture specialist (design) from the University of Toronto.

For her thesis she studied the cultural landscape of Eaton Hall Farm, King City, Ontario. This assessment included a comprehensive history and evolution of the site, a heritage assessment of the resources found there, and potential adaptive reuse strategies to utilize these resources.

Her work at ERA includes work in planning strategies, conservation planning, and heritage assessment and interpretation.

SCOTT WEIR (M. Arch, LEED AP, CAHP) is a Principal at E.R.A. Architects Inc., and holds a post-professional Master's degree in Architecture. Scott has been with the firm since 2000 and specializes in heritage conservation, with a particular interest in adaptive reuse, residential design, heritage planning and advocacy for heritage buildings, cities and the built environment.

An avid photographer, bibliophile and writer, his interest in cultural theory and North American urbanism has led to his work being published in a variety of architectural periodicals, including an award-winning column on architecture, urbanism and conservation for the National Post. Scott regularly guest lectures for various programs at University of Toronto, York, Ryerson and Carleton Universities. He has been formally trained in the conservation of windows, masonry, carpentry, books and works on paper, as well as cemetery and monument repair and maintenance. Scott also enjoys getting his hands dirty in his own conservation and construction projects and harbors an obsession with his hometown, Detroit.

## 9 APPENDICES

**CITY OF MISSISSAUGA  
HERITAGE IMPACT STATEMENT**

**TERMS OF REFERENCE**

**1. Background: The City Plan**

The City's Official Plan introduces cultural heritage resources in the following manner:

Mississauga's cultural heritage resources reflect the social, cultural and ethnic heritage of the city and, as such, are imperative to conserve and protect. Cultural heritage resources are structures, sites, environments, artifacts and traditions that are of cultural, historical, architectural, or archaeological value, significance or interest.

In compliance with the City's policy 7.4.1.10, as stated below, the City of Mississauga is seeking to conserve, record, and protect its heritage resources:

Applications for development involving cultural heritage resources will be required to include a Heritage Impact Statement prepared to the satisfaction of the City and other appropriate authorities having jurisdiction.

A Heritage Impact Statement is a study to determine the impacts to known and potential heritage resources within a defined area proposed for future development. The study would include an inventory of all heritage resources within the planning application area. The study results in a report which identifies all known heritage resources, an evaluation of the significance of the resources, and makes recommendations toward mitigative measures that would minimize negative impacts to those resources. A Heritage Impact Statement may be required on a property which is listed on the City's Heritage Register, a property designated under the *Ontario Heritage Act*, or where development is proposed adjacent to a known heritage resource. The requirement may also apply to unknown or recorded heritage resources which are discovered during the development application stage or construction.<sup>1</sup>

The City's Heritage Register includes properties that comprise cultural landscapes. Cultural landscapes include neighbourhoods, roadways and waterways. Individual properties within these landscapes may or may not have cultural heritage value independent of the landscape. Heritage Impact Statements are required to ascertain the property's cultural heritage value and to ensure that any development maintains the cultural landscape criteria, available at [http://www5.mississauga.ca/pdfs/Cultural\\_Landscape\\_Inventory\\_Jan05.pdf](http://www5.mississauga.ca/pdfs/Cultural_Landscape_Inventory_Jan05.pdf).

To determine the specific heritage status of a particular property visit <http://www.mississauga.ca/portal/services/property>. Submit the desired address and click on the "Heritage" tab. Further information is available by clicking the underlined "INV#." This last tab explains the reason why the property is listed or designated.

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<sup>1</sup> For the definition of "development," please refer to the Mississauga City Plan.

## **2. Heritage Impact Statement Requirements**

It is important to recognize the need for Heritage Impact Statements in the earliest possible stage of development or alteration. Notice will be given to the property owner and/or his representative as early as possible. When the subject property is a Plan of Subdivision, or Site Plan application, notice of a Heritage Impact Statement requirement will be given at the pre-application meeting, followed by a written notification. The notice will inform the property owner of any known heritage resources specific to the subject property and provide a guideline to completing the study.

### **3. The following minimum requirements will be requested in a Heritage Impact Statement:**

3.1 A detailed site history to include a listing of owners from the Land Registry Office, and a history of the site use(s). Please note: Heritage Impact Statements are published online on the City's Heritage Advisory Committee agenda. As such, personal information may be redacted to ensure that reports comply with the Freedom of Information and Protection of Privacy Act.

3.2 A complete listing and full written description of all existing structures, with specific mention of all heritage resources on the subject property to include: structures, buildings, building elements, building materials, architectural and interior finishes, natural heritage elements, landscaping, and archaeological resources. Description will also include a chronological history of the structure(s) developments, such as additions, deletions, conversions, etc.

The report will include a clear statement of the conclusions regarding the significance and heritage attributes of the cultural heritage resource.

A location map will be provided, with indications of existing land use, zoning, as well as the zoning and land use of adjacent properties.

3.3 Documentation of the heritage resource will include current legible photographs, from each elevation, and/or measured drawings, floor plans, and a site map, at an appropriate scale for the given application (i.e. site plan as opposed to subdivision), indicating the context in which the heritage resource is situated. Also to include historical photos, drawings, or other archival material that may be available or relevant.

The applicant must provide a description of all relevant municipal or agency requirements which will be applied to the subject property, and when implemented may supplement, supersede and/or affect the conservation of heritage resources (i.e. Building Code requirements, Zoning requirements, Transportation and Works requirements.)

3.4 An outline of the proposed development, its context and how it will impact the heritage resource and neighbouring properties will be provided. This may include

such issues as the pattern of lots, roadways, setbacks, massing, relationship to natural and built heritage features, recommended building materials, etc. The outline should address the influence of the development on the setting, character and use of lands on the subject property and adjacent lands.

**Note:** A drawing indicating the subject property streetscape and properties to either side of the subject lands will be provided. The purpose of this drawing is to provide a schematic view of how the new construction is oriented and integrates with the adjacent properties from a streetscape perspective. The drawing must therefore show, within the limits of defined property lines, an outline of the building mass of the subject property and the existing neighbouring properties, along with significant trees or any other landscape or landform features. A composite photograph may accomplish the same purpose with a schematic of the proposed building drawn in.

- 3.5 An assessment of alternative development options and mitigation measures that should be considered in order to avoid or limit the negative impact on the cultural heritage resources. Methods of minimizing or avoiding negative impact on a cultural heritage resource as stated in the Ontario Heritage Tool Kit (InfoSheet #5, Ministry of Culture) include, but are not limited to:
- Alternative development approaches
  - Isolating development and site alteration from the significant built and natural heritage features and vistas
  - Design guidelines that harmonize mass, setback, setting and materials
  - Limiting height and density
  - Allowing only compatible infill and additions
  - Reversible alterations
- 3.6 A summary of conservation principles and how they will be used must be included. The conservation principles may be found in publications such as: Parks Canada – *Standards and Guidelines for the Conservation of Historic Places in Canada*; *Eight Guiding Principles in the Conservation of Historic Properties*, Ontario Ministry of Culture. (Both publications are available online.)
- 3.7 Proposed demolition/alterations must be explained as to the loss of cultural heritage value interests in the site and the impact on the streetscape and sense of place.
- 3.8 When a property cannot be conserved, alternatives will be considered for salvage mitigation. Only when other options can be demonstrated not to be viable will options such as relocation, ruinification, or symbolic conservation be considered.

Relocation of a heritage resource may indicate a move within or beyond the subject property. The appropriate context of the resource must be considered in relocation. Ruinification allows for the exterior only of a structure to be maintained on a site. Symbolic conservation refers to the recovery of unique

heritage resources and incorporating those components into new development, or using a symbolic design method to depict a theme or remembrance of the past.

All recommendations shall be as specific as possible indicating the exact location of the preferred option, site plan, building elevations, materials, landscaping, and any impact on neighbouring properties, if relevant.

- 3.9 The qualifications and background of the person(s) completing the Heritage Impact Statement will be included in the report. The author(s) must demonstrate a level of professional understanding and competence in the heritage conservation field of study. The Statement will also include a reference for any literature cited, and a list of people contacted during the study and referenced in the report.

#### **4. Summary Statement and Conservation Recommendations**

The summary should provide a full description of:

- The significance and heritage attributes of the cultural heritage resource, including the reference to a listing on the Heritage Register, or designation by-law if it is applicable
- The identification of any impact that the proposed development will have on the cultural heritage resource
- An explanation of what conservation or mitigative measures, or alternative development, or site alteration approaches are recommended
- Clarification as to why conservation or mitigative measures, or alternative development or site alteration approaches are not appropriate

#### **5. Mandatory Recommendation**

The consultant must write a recommendation as to whether the subject property is worthy of heritage designation in accordance with the heritage designation criteria per Regulation 9/06, *Ontario Heritage Act*. Should the consultant not support heritage designation then it must be clearly stated as to why the subject property does not meet the criteria as stated in Regulation 9/06.

The following questions **must** be answered in the final recommendation of the report:

- Does the property meet the criteria for heritage designation under the Ontario Regulation 9/06, *Ontario Heritage Act*?
- If the subject property does not meet the criteria for heritage designation then it must be clearly stated as to why it does not
- Regardless of the failure to meet criteria for heritage designation, does the property warrant conservation as per the definition in the Provincial Policy Statement:

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*Mississauga Heritage Impact Statement Terms of Reference*

**Conserved:**

means the identification, protection, use and/or management of cultural heritage and archaeological resources in such a way that their heritage values, attributes and integrity are retained. This may be addressed through a conservation plan or heritage impact assessment.

Please note that failure to provide a clear recommendation as per the significance and direction of the identified cultural heritage resource will result in the rejection of the Heritage Impact Statement.

**6. Approval Process**

Four hard copies of the Heritage Impact Statement, along with a PDF version, will be provided to the Heritage Coordinator. Hard copies must be single sided and pages must be no larger than 11 x 17 inches. Staff will ensure that copies are distributed to the Planning and Building Department and relevant staff and stakeholders within the Corporation. The Heritage Impact Statement will be reviewed by City staff to determine whether all requirements have been met and to evaluate the preferred option(s). The applicant will be notified of Staff's comments and acceptance, or rejection of the report.

All Heritage Impact Statements will be sent to the City's Heritage Advisory Committee for information. I.e. please note: Heritage Impact Statements are included on the City's Heritage Advisory Committee agendas, which are published online.

An accepted Heritage Impact Statement will become part of the further processing of a development application under the direction of the Planning and Building Department. The recommendations within the final approved version of the Heritage Impact Statement will be incorporated into development related legal agreements between the City and the proponent at the discretion of the municipality.

**References:**

Applicants looking for professional assistance may wish to refer to the Canadian Association of Heritage Professionals. website: [www.caphc.ca](http://www.caphc.ca).

For more information on Heritage Planning at the City of Mississauga, visit us online at [www.mississauga.ca/heritageplanning](http://www.mississauga.ca/heritageplanning)

Interpretation Services: <http://www.mississauga.ca/portal/cityhall/languages>

Appendix 2: Cultural Landscape Heritage Impact Statement Terms of Reference, City of Mississauga, 2013.

Culture Division  
Community Services Department  
City of Mississauga  
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## Cultural Landscape Heritage Impact Statement Terms of Reference

### Introduction

The City of Mississauga adopted a Cultural Landscape Inventory in 2005. Cultural landscapes include neighbourhoods, roadways, waterways and more. The Cultural Landscape Inventory is available online at [http://www5.mississauga.ca/pdfs/Cultural\\_Landscape\\_Inventory\\_Jan05.pdf](http://www5.mississauga.ca/pdfs/Cultural_Landscape_Inventory_Jan05.pdf).

All of the properties listed on the Cultural Landscape Inventory are listed on the City's Heritage Register. As such, as per section 7.4.1.10 of the Mississauga Official Plan, applications to develop such property require a Heritage Impact Statement. Properties adjacent to a property identified on the City's Heritage Register as a cultural heritage landscape may also require a Heritage Impact Statement.

#### 1. General requirements include:

- A location map
- A site plan of existing conditions, to include buildings, structures, roadways, driveways, drainage features, trees and tree canopy, fencing, and topographical features
- A written and visual inventory (legible photographs – we suggest no more than two per page) of all elements of the property that contribute to its cultural heritage value, including overall site views. For buildings, internal photographs and floor plans are also required.
- A site plan and elevations of the proposed development
- For cultural landscapes or features that transcend a single property, a streetscape plan is required, in addition to photographs of the adjacent properties
- Qualifications of the author completing the report
- Four hard copies and a PDF

The City reserves the right to require further information, or a full Heritage Impact Statement. These terms of reference are subject to change without notice.

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## 2. Addressing the Cultural Landscape or Feature Criteria

Cultural Heritage Landscape Inventory Heritage Impact Statements must demonstrate how the proposed development will conserve the criteria that render it a cultural heritage landscape and/or feature. Each cultural heritage landscape and feature includes a checklist of criteria. The Heritage Impact Statement need only address the checked criteria for the pertinent cultural heritage landscapes or features. (Please note: some properties constitute more than one cultural heritage landscape.) Criteria include the following:

### Landscape Environment

- scenic and visual quality
- natural environment\*
- horticultural interest
- landscape design, type and technological interest

### Built Environment

- aesthetic/visual quality
- consistent with pre World War II environs
- consistent scale of built features
- unique architectural features/buildings
- designated structures

### Historical Associations

- illustrates a style, trend or pattern
- direct association with important person or event
- illustrates an important phase of social or physical development
- illustrates the work of an important designer

### Other

- historical or archaeological interest\*\*
- outstanding features/interest
- significant ecological interest
- landmark value

Descriptions of these criteria are available in the Cultural Landscape Inventory document (pages 13 to 16).

\*For cultural landscapes or features noted for their **natural environment** (i.e. checked off in the Cultural Landscape Inventory document), and when also required as part of the Planning process, a copy of a certified arborist's report will be included as part of the scope of the Heritage Impact Statement.

\*\*For cultural landscapes or features noted for their **archaeological interest** (i.e. checked off in the Cultural Landscape Inventory document), and when also required as part of the Planning process, a stage 1 archaeological assessment is required.

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### 3. Property Information

The proponent must include a list of property owners from the Land Registry office. Additional information may include the building construction date, builder, architect/designer, landscape architect, or personal histories. Please note: Heritage Impact Statements are published online on the City's Heritage Advisory Committee agenda. As such, personal information may be redacted to ensure that reports comply with the Freedom of Information and Protection of Privacy Act.

### 4. Impact of Development or Site Alteration

An assessment identifying any impact the proposed development or site alteration may have on the cultural heritage resource(s). Negative impacts on a cultural heritage resource(s) as stated in the *Ontario Heritage Tool Kit* include, but are not limited to:

- Destruction of any, or part of any, significant heritage attributes or features
- Removal of natural heritage features, including trees
- Alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance
- Shadows created that alter the appearance of a heritage attribute or change the viability of an associated natural feature, or plantings, such as a garden
- Isolation of a heritage attribute from its surrounding environment, context or a significant relationship
- Direct or indirect obstruction of significant views or vistas within, from, or of built and natural features
- A change in land use where the change in use negates the property's cultural heritage value
- Land disturbances such as change in grade that alter soils, and drainage patterns that adversely affect cultural heritage resources

The proponent must demonstrate how the new proposed built form reflects the values of the identified cultural landscape and its characterizations that make up that cultural landscape.

### 5. Mitigation Measures

The Heritage Impact Statement must assess alternative development options and mitigation measures in order to avoid or limit the negative impact on the cultural heritage resources. Methods of minimizing or avoiding negative impact on cultural heritage resources, noted by the Ministry of Culture, include but are not limited to the following:

- Alternative development approaches
- Isolating development and site alteration from the significant built and natural heritage features and vistas
- Design guidelines that harmonize mass, setback, setting and materials
- Limiting height and density
- Allowing only compatible infill and additions
- Reversible alterations

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## 6. Qualifications

The qualifications and background of the person(s) completing the Heritage Impact Statement will be included in the report. The author(s) must demonstrate a level of professional understanding and competence in the heritage conservation field of study. The Statement will also include a reference for any literature cited, and a list of people contacted during the study and referenced in the report.

## 7. Recommendation

The consultant should provide a recommendation as to whether the subject property is worthy of heritage designation in accordance with the heritage designation criteria per Regulation 9/06, *Ontario Heritage Act*. Should the consultant not support heritage designation then it must be clearly stated as to why the subject property does not meet the criteria as stated in Regulation 9/06.

The following questions should be answered in the final recommendation of the report:

- Does the property meet the criteria for heritage designation under Ontario Regulation 9/06, *Ontario Heritage Act*?
- If the subject property does not meet the criteria for heritage designation then it must be clearly stated as to why it does not
- Regardless of the failure to meet criteria for heritage designation, does the property warrant conservation as per the definition in the Provincial Policy Statement:

“Conserved: means the identification, protection, use and/or management of cultural heritage and archaeological resources in such a way that their heritage values, attributes and integrity are retained. This may be addressed through a conservation plan or heritage impact assessment.”

Please note that failure to provide a clear recommendation as per the significance and direction of the identified cultural heritage resource will result in the rejection of the Heritage Impact Statement.

## 8. Approval Process

Four copies of the Heritage Impact Statement will be provided to Heritage staff, along with a PDF version. Hard copies must be single sided and pages must be no larger than 11 x 17 inches. Staff will ensure that copies are distributed to the Planning and Building Department and relevant staff and stakeholders within the Corporation. The Heritage Impact Statement will be reviewed by City staff to determine whether all requirements have been met and to evaluate the preferred option(s). The applicant will be notified of Staff’s comments and acceptance, or rejection of the report.

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All Heritage Impact Statements will be sent to the City Heritage Advisory Committee for information. I.e. please note: Heritage Impact Statements are included on the City's Heritage Advisory Committee agendas, which are published online.

An accepted Heritage Impact Statement will become part of the further processing of a development application under the direction of the Planning and Building Department. The recommendations within the final approved version of the Heritage Impact Statement will be incorporated into development related legal agreements between the City and the proponent at the discretion of the municipality.

**References:**

Applicants looking for professional assistance may wish to refer to the Canadian Association of Heritage Professionals website: [www.caphc.ca](http://www.caphc.ca).

Interpretation Services: <http://www.mississauga.ca/portal/cityhall/languages>

For more information on Heritage Planning at the City of Mississauga, visit us online at [www.mississauga.ca/heritageplanning](http://www.mississauga.ca/heritageplanning).

## Appendix 3: Ontario Regulation 9/06



[Français](#)

### ONTARIO REGULATION 9/06

made under the

### ONTARIO HERITAGE ACT

Made: December 7, 2005

Filed: January 25, 2006

Published on e-Laws: January 26, 2006

Printed in *The Ontario Gazette*: February 11, 2006

### CRITERIA FOR DETERMINING CULTURAL HERITAGE VALUE OR INTEREST

#### Criteria

**1.** (1) The criteria set out in subsection (2) are prescribed for the purposes of clause 29 (1) (a) of the Act.

(2) A property may be designated under section 29 of the Act if it meets one or more of the following criteria for determining whether it is of cultural heritage value or interest:

1. The property has design value or physical value because it,
  - i. is a rare, unique, representative or early example of a style, type, expression, material or construction method,
  - ii. displays a high degree of craftsmanship or artistic merit, or
  - iii. demonstrates a high degree of technical or scientific achievement.
2. The property has historical value or associative value because it,
  - i. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,
  - ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or
  - iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
3. The property has contextual value because it,
  - i. is important in defining, maintaining or supporting the character of an area,
  - ii. is physically, functionally, visually or historically linked to its surroundings, or
  - iii. is a landmark.

#### Transition

**2.** This Regulation does not apply in respect of a property if notice of intention to designate it was given under subsection 29 (1.1) of the Act on or before January 24, 2006.

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#### Appendix 4: Statement of Significance

The site was assessed by ERA Architects using the Criteria For Determining Cultural Heritage Value or Interest, Ontario Reg. 9/06 made under the Ontario Heritage Act. The assessment is summarized below.

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Value (quoted from Ontario Reg. 9/06)	Assessment: 7 Main Street
<p>1. The property has design value or physical value because it,</p> <ul style="list-style-type: none"><li>i. is a rare, unique, representative or early example of a style, type, expression, material or construction method,</li><li>ii. displays a high degree of craftsmanship or artistic merit, or</li><li>iii. demonstrates a high degree of technical or scientific achievement.</li></ul>	<p>The Cenotaph has design value as a rare example of a brick Cenotaph.</p>
<p>The property has historical value or associative value because it,</p> <ul style="list-style-type: none"><li>i. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,</li><li>ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or</li><li>iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.</li></ul>	<p>The Streetsville Cenotaph is directly associated with WWI &amp; WWII and the national/ international theme of remembrance. This monument was erected as a memorial to local people who gave their lives ‘in the cause of loyalty and liberty’.</p> <p>Funded by donations of time, materials and financial gifts from the community of Streetsville the monument is a gift from the post WWI community of Streetsville.</p> <p>The bronze plaques and crosses located on each elevation within the upper embrasure sculpted by local artist Samuel. S. Finlay and cast by T.G. Tickell &amp; Sons. show a high degree of craftsmanship.</p>
<p>The property has contextual value because it,</p> <ul style="list-style-type: none"><li>i. is important in defining, maintaining or supporting the character of an area,</li><li>ii. is physically, functionally, visually or historically linked to its surroundings, or</li><li>iii. is a landmark.</li></ul>	<p>The Cenotaph has contextual value as it is historically linked to the Historic Town of Streetsville. The cenotaph located on Main Street and Queen Street South, the heart of historic Streetsville is historically linked to its surroundings. The Cenotaph is a landmark, marking the Streetsville town square home to many civic gatherings including Remembrance Day services and the annual Bread and Honey Festival.</p>

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Appendix 5: Site Photographs



View of Cenotaph and streetscape looking north west. (ERA)



View of Cenotaph and context looking north east. (ERA)



View of Cenotaph and streetscape looking west towards the Queen Street South intersection. (ERA)



View of Cenotaph and Main Street looking east. (ERA)

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## Appendix 6: Review of Key Heritage Policy

The following, prepared by ERA, reviews policy relating to the Terms of Reference for this Heritage Impact Assessment. The purpose of the review is to acknowledge policy relating to the site and adjacent heritage properties. In identifying and discussing key policies, it does not represent an full extent of ERA's consideration of policies, guidelines and related materials, relevant to this project.

### 1. Parks Canada's Standards and Guidelines

#### Purpose

A purposes of the Standards and Guidelines is to “achieve good conservation practice” and to establish “a pan-Canadian set of Standards and Guidelines.. [for] conserving Canada's historic places” (Parks Canada's Standards and Guidelines for the Conservation of Heritage Places in Canada, 2nd ed.).

#### Principles

The Standards and Guidelines are based on a sequence of steps: understanding, planning, and intervening. This approach allows for informed decision making, heritage conservation planned with regard to other planning objectives, and interventions to realize long term, viable uses of heritage sites.

#### Understanding:

Understanding of a historic place is an essential first step to good conservation practice, which is normally achieved through documentary and oral research and physical investigation[...] The information collected in this phase will be used throughout the conservation decision making process and should remain accessible.

#### Planning:

Planning is the mechanism that links a comprehensive understanding of an historic place with interventions that respect its heritage value. Planning should consider all factors affecting the future of an historic place, including the needs of the owners and users, community interests and the potential environmental impacts, available resources and external constraints. The most effective planning and design approach is an integrated one that combines heritage conservation with other planning and project goals and engages all partners and stakeholders early in the process and throughout.

#### Intervening:

If the use of a historic place is part of its heritage value, then that use should be retained. Otherwise, a use compatible with its heritage value should be found. A viable use — economic, social or symbolic — will better ensure the long-term survival of a historic place and lessen or prevent deterioration caused by environmental and human activities.

Source: Standards and Guidelines (2nd Ed, Chapter 1, The Conservation Decision Making Process)

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## Primary Treatment

The Standards and Guidelines described three approaches to treating a heritage site: (Source: Standards and Guidelines, 2nd Ed, Glossary)

**Preservation:** The action or process of protecting, maintaining, and /or stabilizing the existing materials, form, and integrity of a historic place or of an individual component, while protecting its heritage value.

**Restoration:** The action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

**Rehabilitation:** The action or process of making possible a continuing or compatible contemporary use of a historic place or an individual component, while protecting its heritage value.

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## 2. Provincial Policy Statement

The Ontario Provincial Policy Statement provides policy direction on matters of Provincial interest related to land use planning and development. The Statement “is intended to be read in its entirety and the relevant policies are to be applied to each situation” (PPS Part III).

Section 2.6 of the PPS titled “Cultural Heritage and Archaeology” provides particular direction concerning heritage sites. Policy 2.6.1 of the PPS states that “significant built heritage resources and significant cultural heritage landscapes shall be conserved”.

Policy 2.6.1 attaches two terms in association with the term “significant”, namely “built heritage resources” and “cultural heritage landscapes”.

Policy 2.6.3 of the PPS makes the following statement about development and site alterations in relation to built heritage resources:

Development and site alteration may be permitted on adjacent lands to protected heritage property where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.

Mitigative measures and /or alternative development approaches may be required in order to conserve the heritage attributes of the protected heritage property affected by the adjacent development or site alteration. (Provincial Policy Statement (2005), Policy 2.6.3)

This Heritage Impact Assessment has been prepared according to the PPS’s definition of ‘conserved’ as a means of addressing the retention of heritage values, attributes and integrity of the abutting Heritage Conservation District.

### Definition of Select Terms of the PPS

#### Significant:

[R]esources that are valued for the important contribution they make to our understanding of the history of a place, an event, or a people.

#### Adjacent lands:

[L]ands contiguous to a protected heritage property or as otherwise defined in the municipal official plan.

#### Built heritage resources:

[M]eans one or more significant buildings, structures, monuments, installations or remains associated with architectural, cultural, social, political, economic or military history and identified as being important to a community. These resources may be identified through designation or heritage conservation easement under the Ontario Heritage Act, or listed by local, provincial or federal jurisdictions.

#### Conserved:

[M]eans the identification, protection, use and/or management of cultural heritage and archaeological resources in such a way that their heritage values, attributes and integrity are retained. This may be addressed through a conserva-

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### 3. Ontario Heritage Act

Section 33.(1) of the Act states that:

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.

Section 33.(1) of the Act states that:

An application under subsection (1) shall be accompanied by a detailed plan and shall set out such information as the council may require. R.S.O. 1990, c. O.18, s. 33 (2).

This HIA has been prepared according to Council's request for information as per Section 33 (1) of the Act.

### 4. The City of Mississauga Plan, 2012.

The Goals and Objectives of the Mississauga Plan is to establish the general direction of planning and development in Mississauga. Goals are defined as ideal conditions towards which policies are directed. Objectives are elaborations of the goals, qualifying and clarifying their scope. Goals and Objectives will be considered collectively.

#### Section 2.11 URBAN DESIGN

##### Objectives and Goals

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2.11.1.3 Mississauga will promote a built environment that integrates historic features, natural heritage, community character and streetscape of the City in a complementary form.

2.11.2.1 To respect the existing built context, community vernacular and streetscape in the design, placement and scale of development.

2.11.2.2 To promote the creation of distinctive places and locales, including the City Centre, Nodes and Corridors and high profile locations such as entry points to the City and communities. (MPA-25)

2.11.2.8 To ensure that buildings and structures relate to human scale and reinforce the scale of the community.

2.11.2.9 To promote special design elements in built form and streetscapes that improve the visual image of the City.

2.11.2.10 To promote the development of identifiable civic buildings, structures and spaces as community and City focal points.

## Section 2.12 HERITAGE

### 2.12.1 Goal

2.12.1.1 Mississauga will protect and enhance resources of heritage significance.

### 2.12.2 Objectives

2.12.2.1 To recognize the significance of and act responsibly in the identification, protection, and enhancement of structures, sites, cultural heritage landscapes, environments, artefacts, traditions, and streetscapes of historical, architectural or archaeological significance. (MPA-25)

2.12.2.2 To prevent demolition, destruction or inappropriate alteration or reuse of heritage resources.

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2.12.2.3 To provide and maintain locations and settings for heritage resources which are compatible with and enhance the character of the heritage resource.

2.12.2.4 To encourage other levels of government to enact legislation and develop programs that promote the preservation and rehabilitation of heritage resources.

2.12.2.5 To encourage private and public support and financial resources for the preservation and rehabilitation of heritage resources.

2.12.2.6 To foster public awareness of, and commitment to, the protection and enhancement of heritage resources.

#### Section 3.18.11 Civic Spaces (MPA-25)

3.18.11.1 Civic buildings and spaces should be a strong focus of community design.

3.18.11.2 Urban Design at intersections and on streets and boulevards should be of a high quality, recognizing that these are important civic spaces and linkages.

---

Appendix 7: Sources

Hicks, Kathleen A. Streetsville: From Timothy to Hazel, Mississauga, Ont. : Mississauga Library System, c2008.

Manning, Mary E. The Streetsville Cenotaph: a Village Memorial, Streetsville, Ont. : Streetsville Historical Society, 1992.

Shiple, Robert J.M. Report on the Streetsville War Memorial, Dated July 26, 1982.

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Memorandum, Re: Restoration/Relocation of Streetsville War Memorial, June 10, 1993.

Memorandum to Brian MacRae, Re: Streetsville Cenotaph Restoration Work, October 8, 1993.

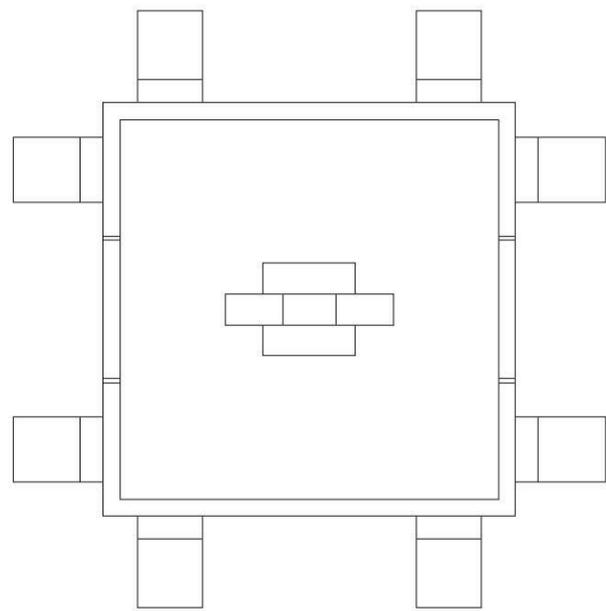
Memorandum to Mississauga Local Architectural Conservation Advisory Committee (LACAC), Re: Heritage Structure Site Report, August 9, 1982.

Memorandum to Mark Warack, Re: Streetsville War Memorial, April 8, 1993.

Corporate Report to Chairman and Members of the LACAC, Re: Streetsville War Memorial, July 29, 1992.

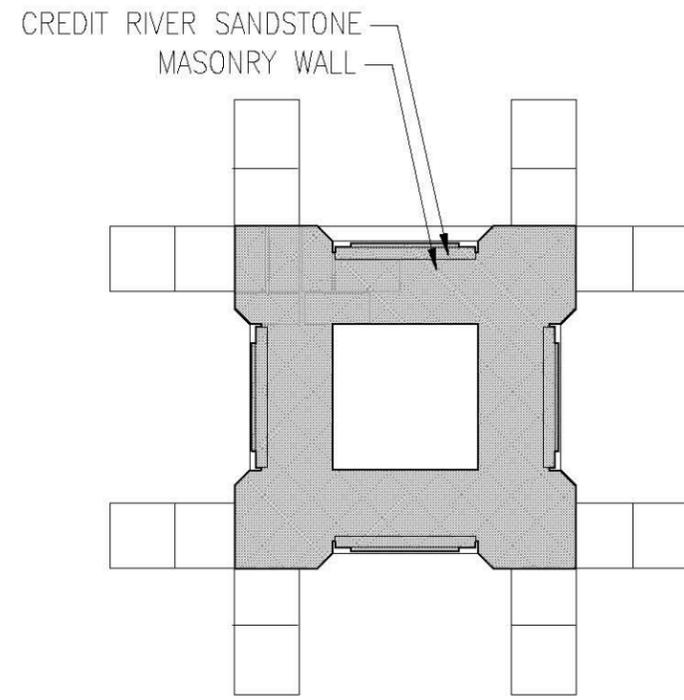
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Appendix 8: Drawings ERA Architects inc., dated April 25, 2013.



ROOF PLAN

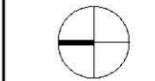
2  
A101



SECTIONAL PLAN

2  
A101

25/05/13	DOCUMENTATION
DATE	ISSUED FOR



Project north

**E.R.A.**

E.R.A. Architects Inc., 10 St. Mary St., Suite 601, Toronto, Canada, M4Y 1P9  
T: (416) 963-4487 F: (416) 963-8781 info@era.on.ca www.era.on.ca

Project

**STREETSVILLE CENOTAPH**

Address **MAIN ST. & QUEEN ST. S**

For **CS & P ARCHITECTS**

Project no. **13-020-01**

Scale **1' = 1/2"**

Drawn by **BA**

Reviewed by **SW**

Drawing title

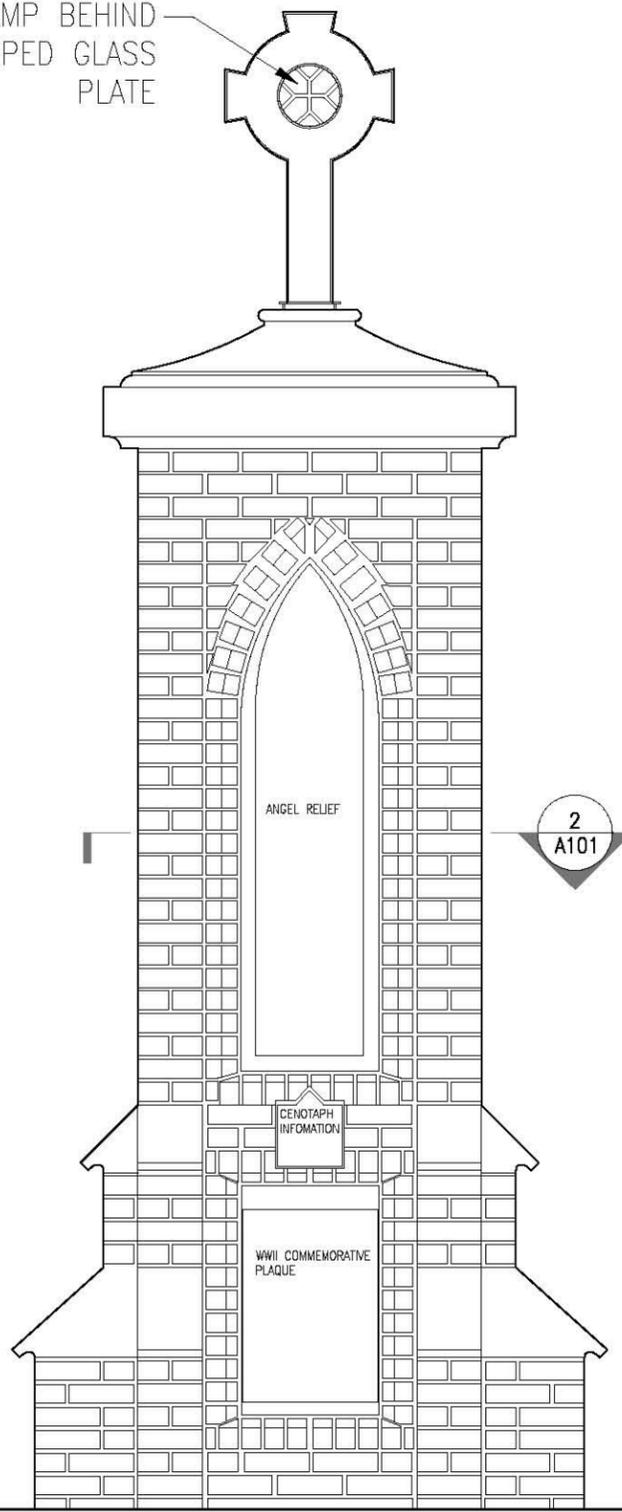
**AS FOUND PLANS**

Sheet no.

**A101**

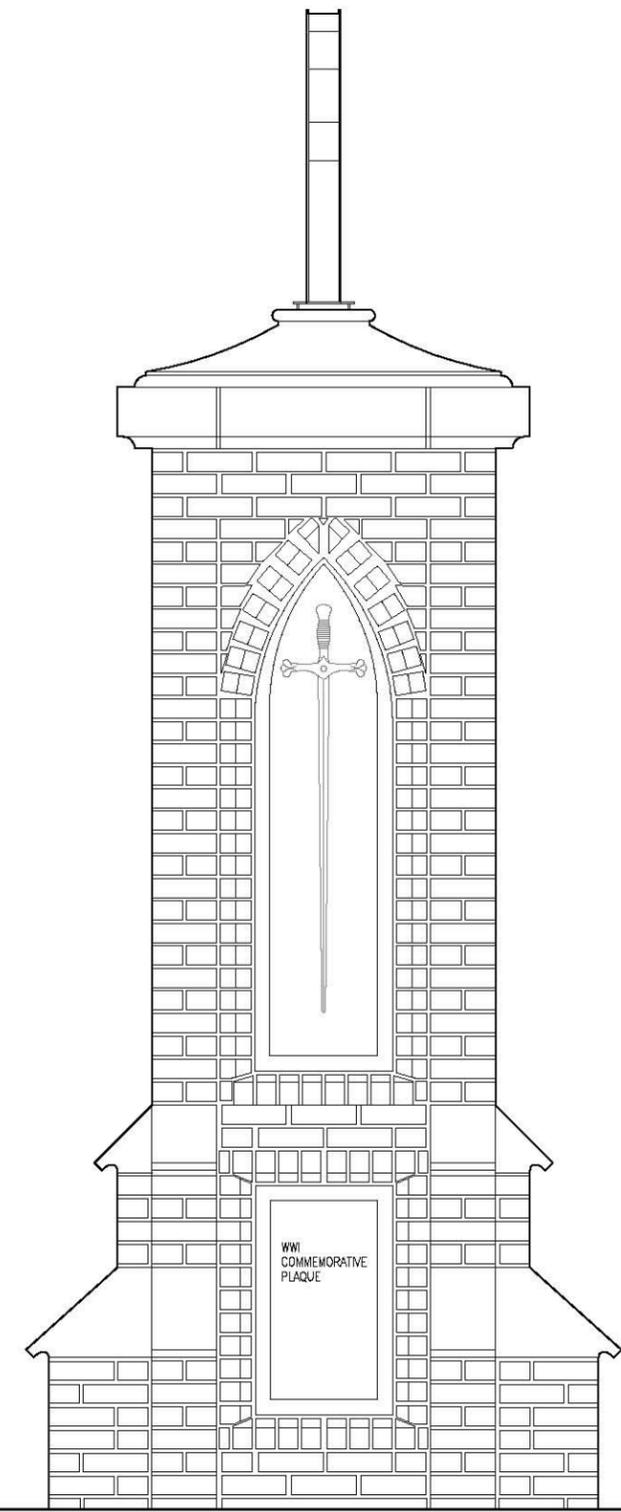
This drawing is the property of E.R.A. Architects Inc. and may not be used or reproduced without expressed approval. Refer to Engineering drawings before proceeding with work. The Contractor shall verify all dimensions and levels on site and report any discrepancies to E.R.A. before beginning work. Do not scale from the drawings. Use figured dimensions only. The Contractor is responsible for any changes made to the drawings without E.R.A.'s approval.

LAMP BEHIND  
CLIPPED GLASS  
PLATE



WEST (FRONT) ELEVATION

1  
A201



NORTH ELEVATION

2  
A201

25/05/13	DOCUMENTATION
DATE	ISSUED FOR
Project north	

**E.R.A.**

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T: (416) 963-4487 F: (416) 963-8781 info@era.on.ca www.era.on.ca

Project

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For **CS & P ARCHITECTS**

Project no. **13-020-01**

Scale **1' = 1/2"**

Drawn by **BA**

Reviewed by **SW**

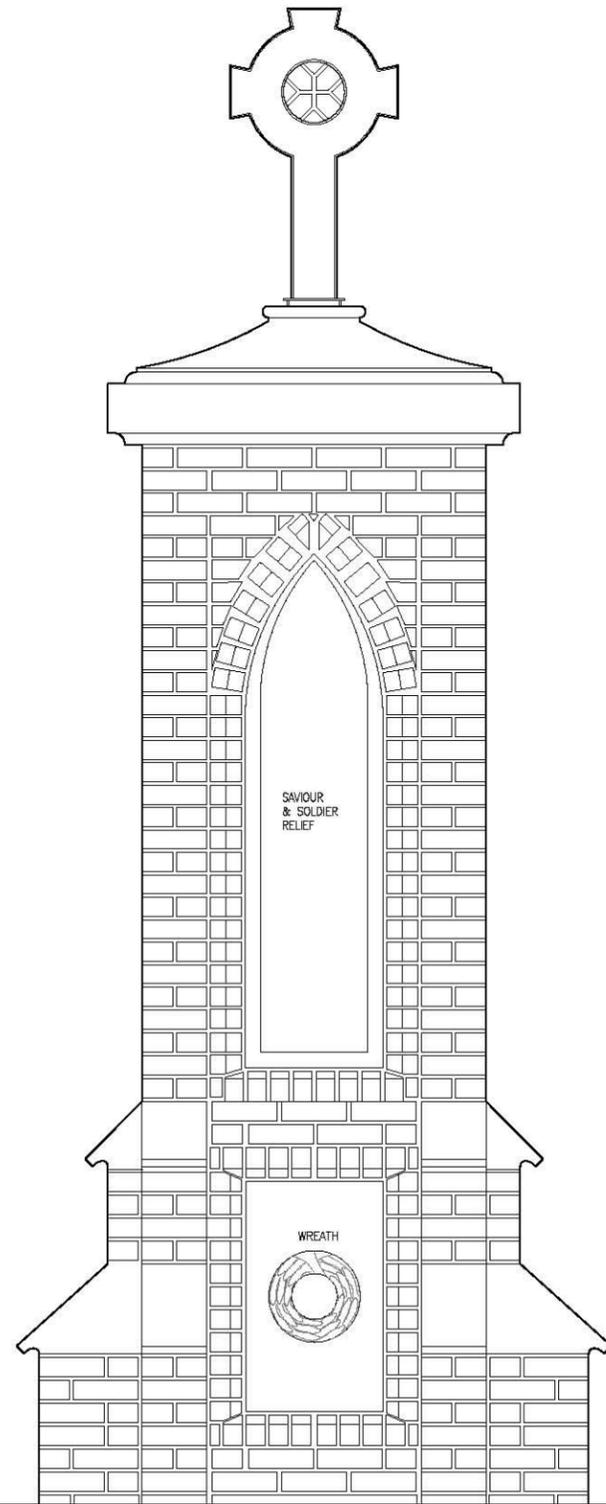
Drawing title

**AS FOUND ELEVATIONS**

Sheet no.

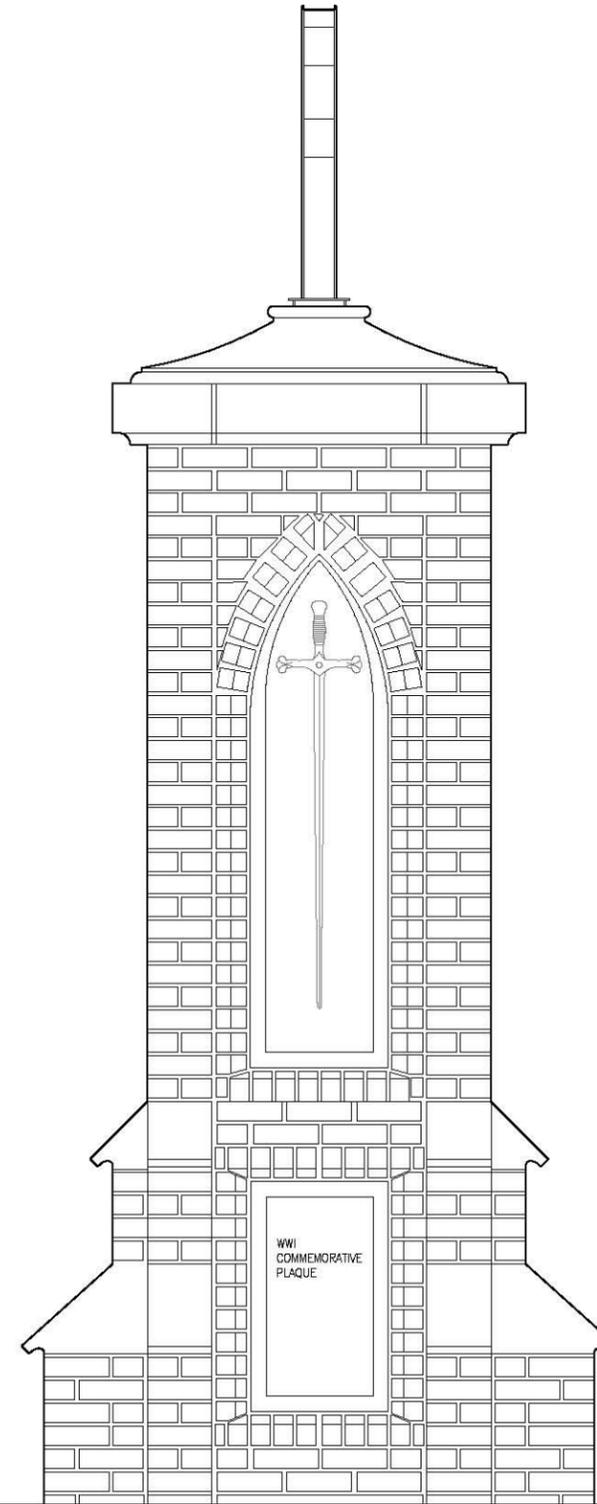
**A201**

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EAST ELEVATION

1  
A202



SOUTH ELEVATION

2  
A202

25/05/13	DOCUMENTATION
DATE	ISSUED FOR

**E.R.A.**

E.R.A. Architects Inc., 10 St. Mary St., Suite 601, Toronto, Canada, M4Y 1P9  
T: (416) 963-4487 F: (416) 963-8781 info@era.on.ca www.era.on.ca

Project

**STREETSVILLE CENOTAPH**

Address **MAIN ST. & QUEEN ST. S**

For **CS & P ARCHITECTS**

Project no. **13-020-01**

Scale **1" = 1/2"**

Drawn by **BA**

Reviewed by **SW**

Drawing title

**AS FOUND ELEVATIONS**

Sheet no.

**A202**

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---

Appendix 9: Drawings CS& P Architects Inc., dated May 7, 2013.



# **Streetsville Main Street Square**

Streetsville, Mississauga

**HERITAGE PACKAGE**

May 7<sup>th</sup>, 2013



# EXISTING CONDITION



# Design Concept

# Cenotaph



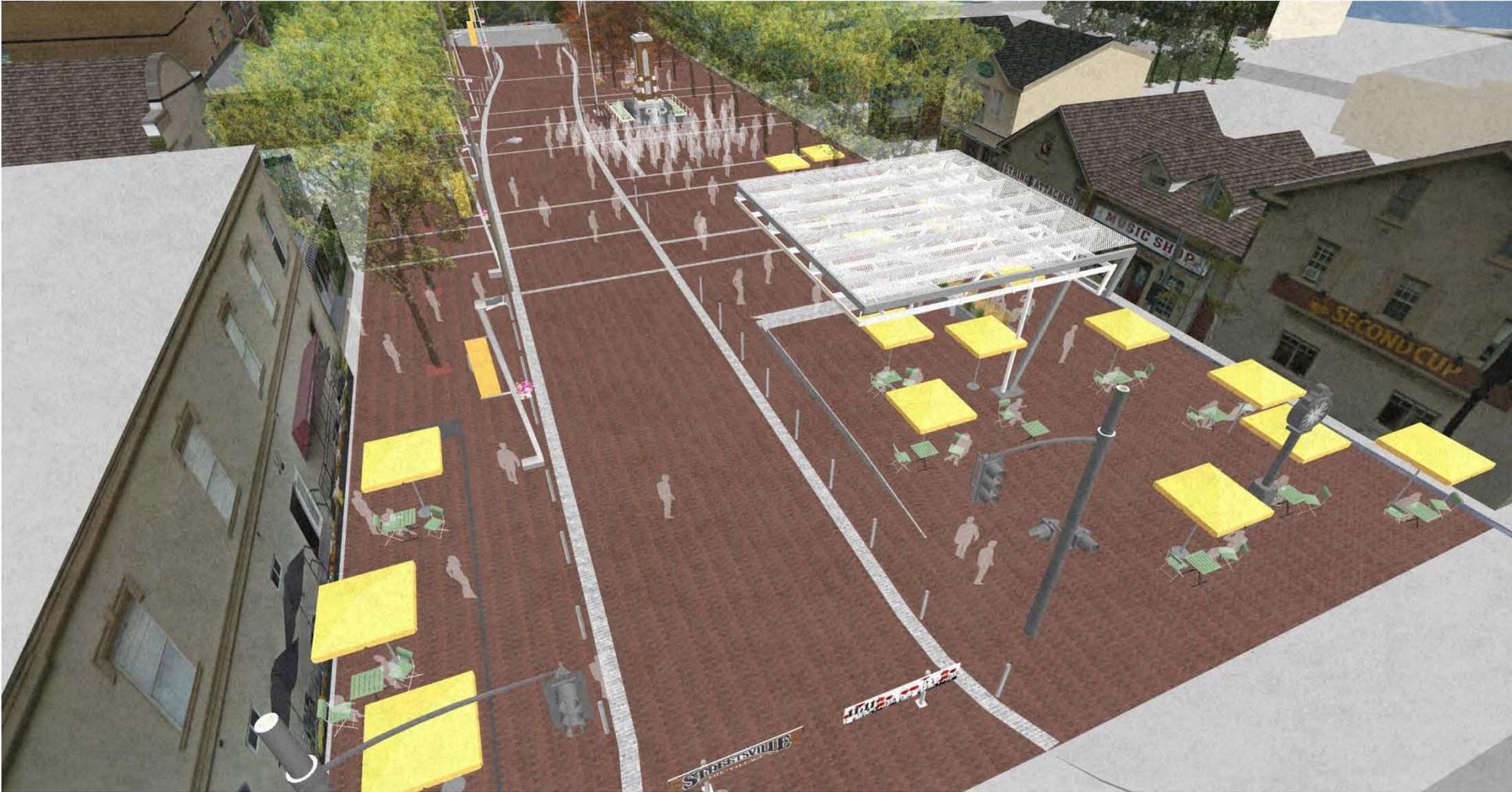
# Site Plan



# Site Plan



# Memorial Day



# Memorial Day



# Cenotaph from bosque of trees

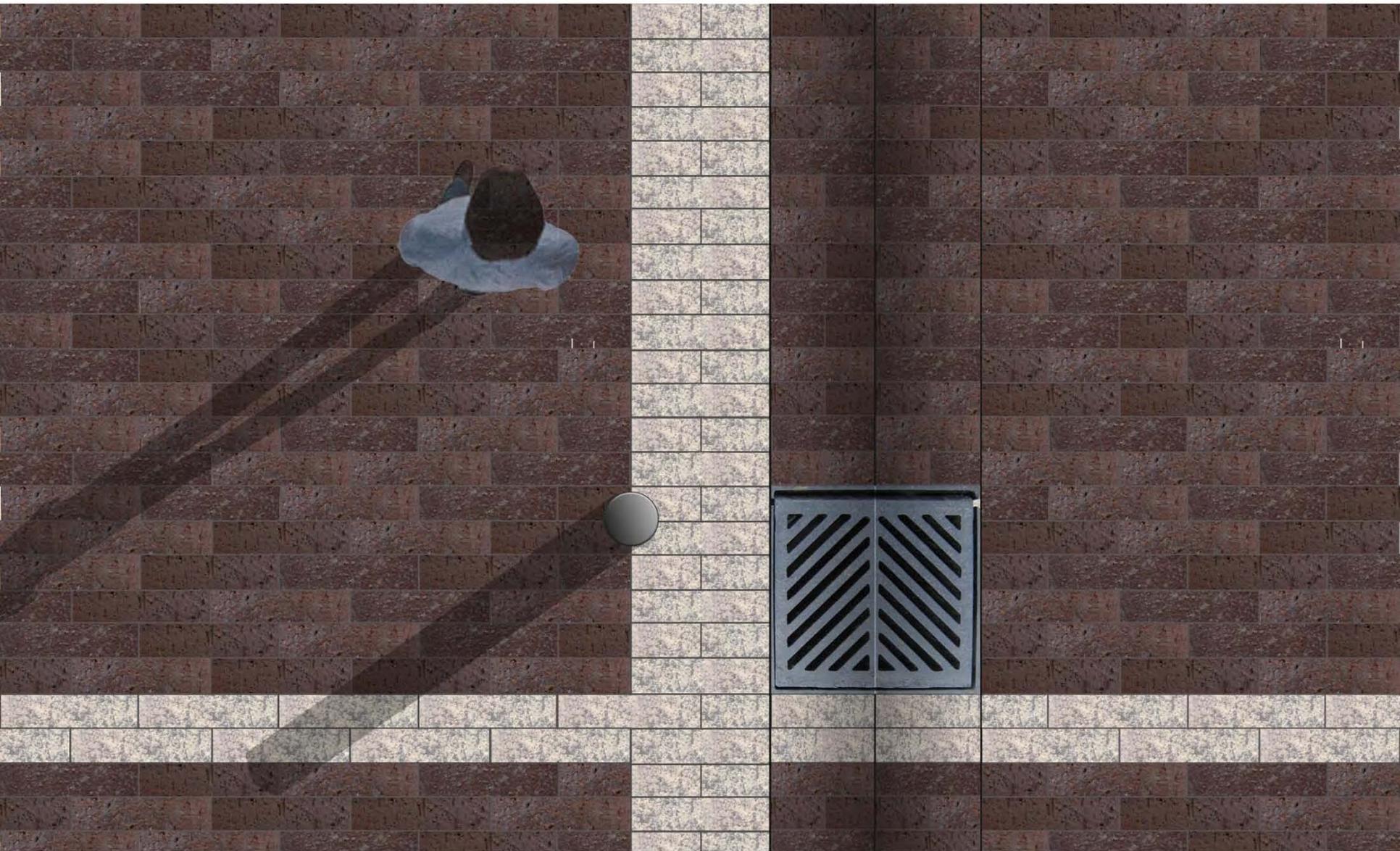






# Material Palette

# Hardscape Material Palette



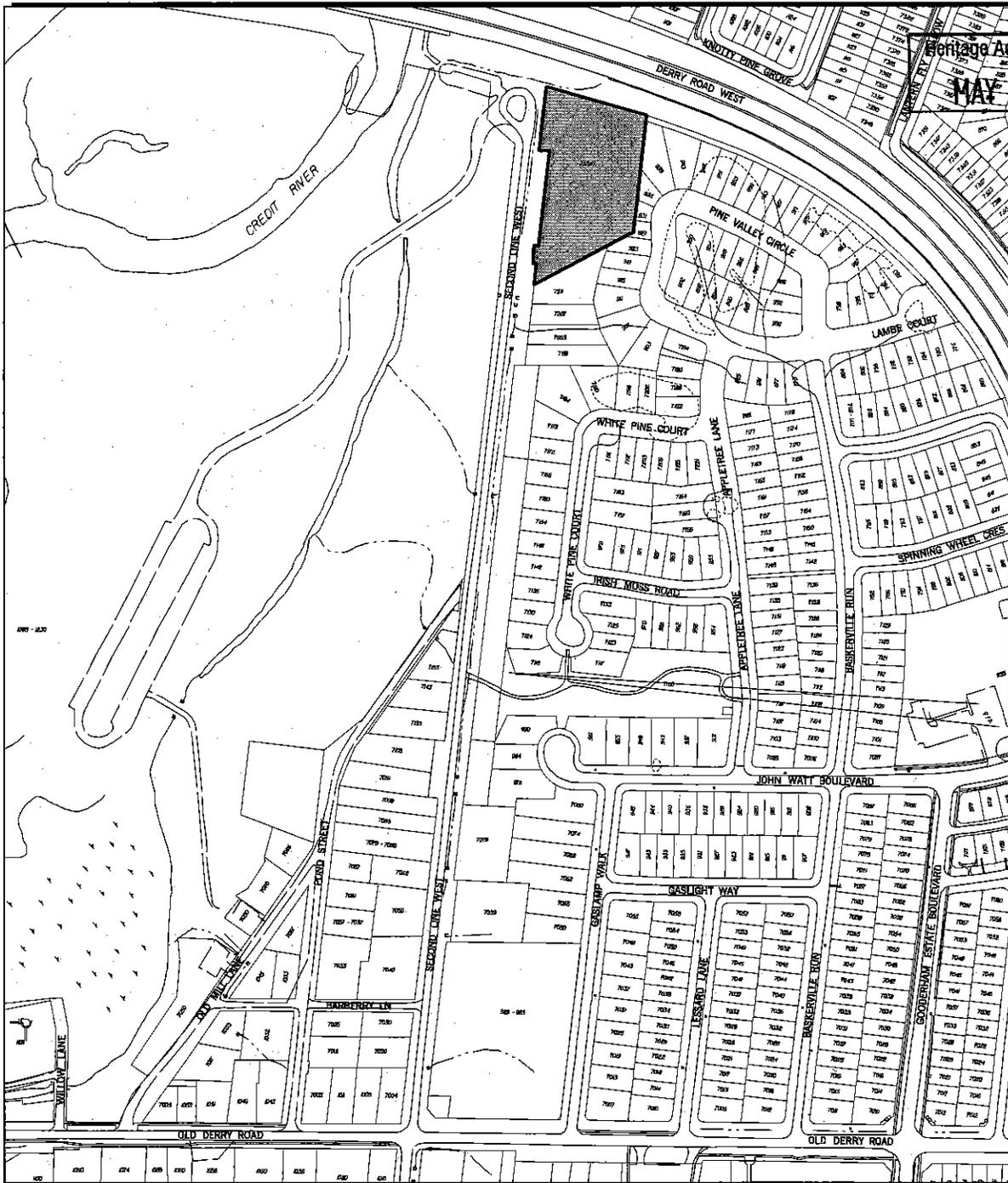
# Streetscape Design



QUEEN STREET S.

MAIN STREET

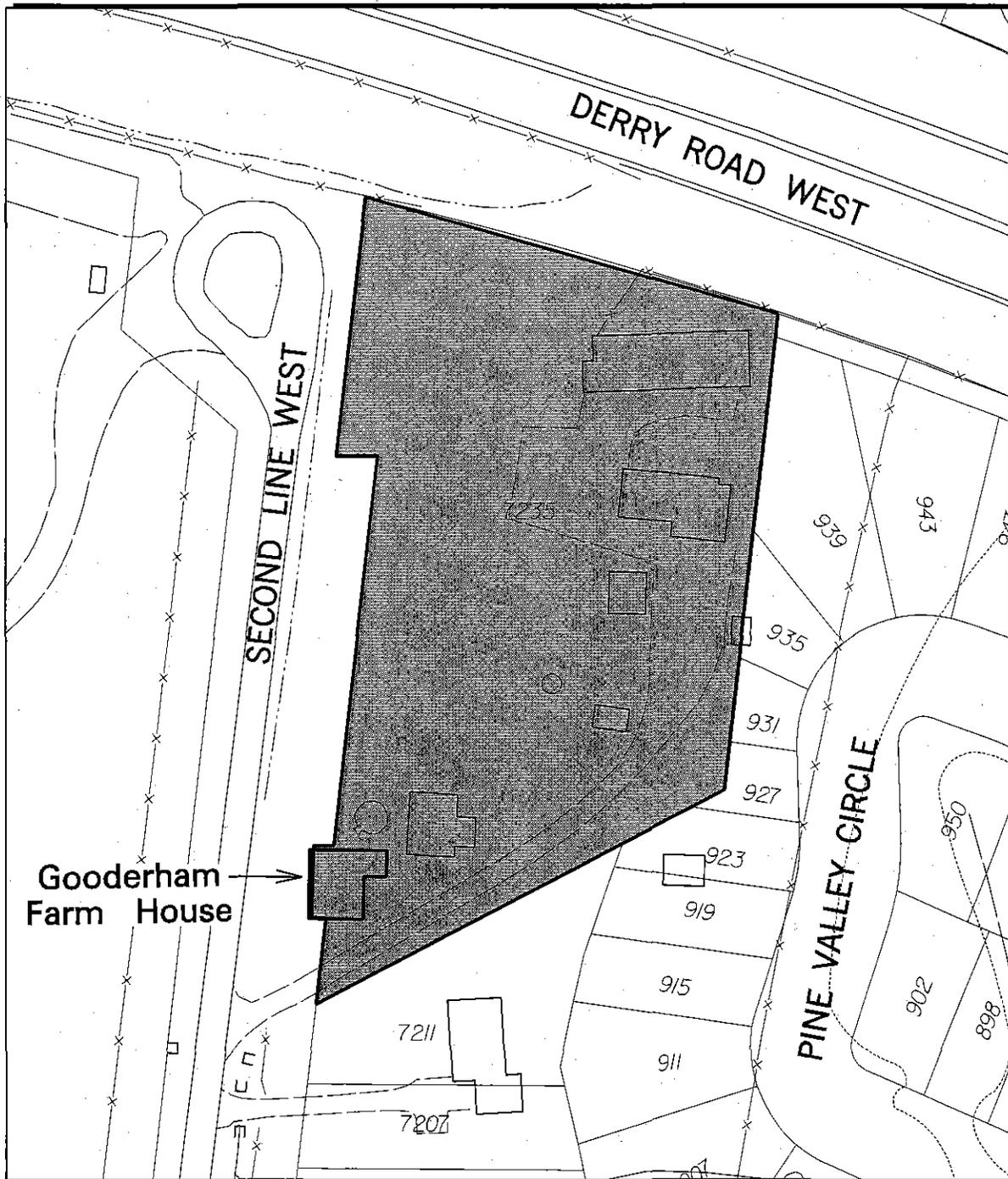




Heritage Advisory Committee  
MAY 28 2013

LOCATION MAP – 7235 Second Line West





SITE MAP - 7235 Second Line West



Heritage Advisory Committee

MAY 28 2013

**Heritage Impact Assessment**

**The Gooderham Farmhouse  
7235 Second Line West  
City of Mississauga, Ontario**

Prepared for:

**7235 Second Line West Inc. c/o Dunsire Developments Inc.**  
203A-465 Phillip Street  
Waterloo, ON N2L 6C7  
Tel.: (416) 389-1664

ASI File 12TS-008

November 2012  
(Revised January 2013,  
February 2013, April 2013)

**Archaeological Services Inc.**  
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Toronto, Ontario  
Canada M8Z 1R1  
Tel: (416) 966-4069  
Fax: (416) 966-9723  
Info@ASI.ca / www.ASI.ca

## Heritage Impact Assessment

7235 Second Line West  
City of Mississauga, Ontario

### EXECUTIVE SUMMARY

Archaeological Services Inc. (ASI) was contracted by 7235 Second Line West Inc. c/o Dunsire Developments Inc. to conduct a Heritage Impact Assessment (HIA) of the property at 7235 Second Line West in the City of Mississauga, Ontario. The subject property is located in the north part of the City of Mississauga and features a farmhouse, outbuildings, and a remnant rural landscape. The property is located just north of the historic Meadowvale village, a Heritage Conservation District (HCD) and east of the Credit River. The requirement for an HIA was triggered by the development proposal on the subject property because it is listed on the municipal Heritage Register.

The proposed development at 7235 Second Line West, Mississauga, will maintain the existing farmhouse and a portion of the existing entrance drive within proposed Lot 6. Both of these features have been identified as heritage attributes that express the cultural heritage value of the property. Based on the results of archival research, a field review, and heritage evaluation, the property at 7235 Second Line West in the City of Mississauga was determined to retain cultural heritage value following application of Regulation 9/06 of the *Ontario Heritage Act*, and is thus considered worthy of heritage designation. Its heritage significance revolves around its historical, design and contextual-related values. Given that the subject property was determined to retain cultural heritage significance, the preservation/retention of the farmhouse and portions of the associated entrance drive on site is recommended.

The following recommendations have been made based on the determined heritage values of the resource and in consideration of overall impacts to the property:

1. The proposed development should be designed to avoid direct impacts to heritage attributes identified at 7235 Second Line West. Specifically, the nineteenth-century farmhouse and a portion of the existing driveway (as illustrated in Figure 14) should be conserved by incorporating this portion of the property into the new development. The proposed development concept has integrated this recommendation through the establishment of Lot 6 which will maintain the existing structure and the portion of the entrance drive that is located within the limits of the proposed lot (Figure 15). The setback between proposed Lots 5 and 6 should be maximized, as proposed in Figure 16, for the purposes of accommodating future improvements to the house and to maintain a visual, vegetative, and spatial buffer between Lot 6 and the remaining lots to the north. In situ retention of the farmhouse, minimization of soil disturbance within the limits of Lot 6, and conservation of the existing entrance drive's alignment and grade will conserve a complex of heritage attributes that are functionally, visually, and spatially connected and which together effectively express the property's cultural heritage value.
2. It should be noted that proposed demolition of existing garages and sheds (with the exception of Building B), as well as removal of the adjacent pool and deck do not represent destruction or alteration of heritage attributes that would negatively impact the cultural heritage value of the property. Therefore there are no conflicts from a heritage point-of-view that should cause delay regarding the issue of a demolition clearance for the outbuildings (with the exception of Building B) by the City of Mississauga. However, any demolition and/or



construction activities to be undertaken within the proposed limits of the development concept should utilize proper construction techniques appropriate for the preservation of the extant farmhouse and Building B; particular attention should be paid to ensuring that the structural stability and material fabric of these buildings are not negatively compromised due to vibration related impacts. Additionally, methods for removal of the pool and deck should be reviewed by an appropriate heritage consultant to ensure that removal activities will not negatively impact the extant farmhouse. ASI understands that a short-term conservation plan will be prepared to identify appropriate methods and phasing for:

- o demolition of the garage adjacent to the house, including identification of appropriate hoarding and removal techniques;
  - o removal of the pool and surrounding deck in a manner that does not adversely impact identified heritage attributes;
  - o demolition of remaining outbuildings, with the exception of Building B, using appropriate construction activities that will not prematurely impact the farmhouse or Building B;
  - o temporary relocation of Building B to proposed Lot 6.
  - o using the existing entrance drive during construction activities in a manner that does not adversely impact the farmhouse or Building B.
3. Any improvements to the subject farmhouse should be guided by a detailed conservation plan prepared by an appropriate heritage professional.
  4. Avoid or minimize disturbance to soils located adjacent to the farmhouse and located within proposed Lot 6. Although these soils have been found to be 'disturbed' from an archaeological point of view, lands surrounding the farmhouse are elevated in relation to Second Line West. This grade, and elevated siting, should be maintained. Construction activities will be planned to minimize preparation of earthworks within proposed Lot 6 and to achieve a gradual transition in grade between Lots 5 and 6. Appropriate construction and siltation fencing will be installed around the limits of proposed Lot 6, as per a future City-approved grading and erosion control plan.
  5. Proposed residential infill fronting on to Second Line West should be developed to conserve: the prominence of the farmhouse within the streetscape; visual characteristics of the existing visual experience along Second Line West between the existing farmhouse and the northern terminus of the road, and to enhance the farmhouse's original siting in relation to Second Line West. Accordingly, it is recommended that proposed residential structures located to the north of the farmhouse are planned to have front yard setbacks that exceed the front yard setback of the existing farmhouse. It is also recommended that existing vegetation located in proposed Lot 6 be maintained and where feasible, existing vegetation located along the eastern edge of Second Line West be maintained or replanted with historic or native species. Finally, it is recommended that design of the proposed residential structures should be undertaken to be compatible and sympathetic to the character of the extant farmhouse and which will be integrated into Lot 6.
  6. To ensure that the structure does not succumb to vandalism, premature decay, and/or arson, the following measures should be undertaken immediately to mitigate negative impacts given that the structure is vacant:
    - a) Assess implementation of recommendations contained in the Structural Condition Assessment prepared by Halsall (November 2010) in conjunction with a qualified heritage consultant;



- b) Examine the interior of the building for evidence of animals and/or insects. If detected, seal off access to the structure and exterminate if necessary;
  - c) Protect the exterior from moisture penetration. As such, roofing materials, foundation, and window treatments should be examined by a qualified contractor in this regard;
  - d) All main floor windows and entrance ways should be boarded up and securely locked;
  - e) Exterior doors should be reinforced with full, non-removal locking mechanisms;
  - f) Ensure that adequate ventilation to the interior is maintained. A mechanical engineer should be consulted to ensure that a suitable interior climate is achieved; and
  - g) It is recommended that the property continued to be visited on a frequent basis. Volunteers, including heritage stakeholders, may be consulted in this regard.
  - h) Develop a tenancy plan for the farmhouse. ASI understands that the subject farmhouse will be utilized as a site office when construction commences. It is recommended that this short-term use be implemented to mitigate potential for vandalism or security threats. Accordingly, it is further recommended that on-going monitoring and site visits continue to be undertaken by the property owner prior to initiation of construction activities and during periods of limited occupancy during construction activities.
7. Building B, or the former Dixie radial railway depot station, is not historically or contextually linked to 7235 Second Line West and therefore has not been identified as a heritage attribute that expresses the cultural heritage value of the property. Although this building has been displaced from its original location, it may be considered a cultural heritage resource in its own right, as a significant remnant feature of the Toronto-Guelph Radial Railway. As such, a mitigation/conservation strategy should be considered. Consideration should be given to incorporating the structure into the new development. If this is not feasible, consider relocation to a nearby site in Meadowvale, or to a site closer to its original location in Dixie. As an alternative, consideration should be given to relocating the structure to the Halton Radial Railway Museum. Structural stability of the resource should be confirmed as part of development of a relocation strategy.
8. Once finalized, four hard copies of this HIA and one PDF version must be provided to the Heritage Coordinator at the City of Mississauga for review and comment by appropriate staff and heritage stakeholders. A copy of the HIA must also be submitted to the City Heritage Advisory Committee for information only. Following the review process and any necessary revisions to the report, the HIA should be filed and archived at the Region of Peel Archives.



---

**ARCHAEOLOGICAL SERVICES INC.  
BUILT HERITAGE AND CULTURAL HERITAGE LANDSCAPE PLANNING DIVISION**

**PROJECT PERSONNEL**

<i>Corporate Responsibility</i>	Ronald F. Williamson, PhD Chief Archaeologist and Managing Partner
<i>Senior Project Manager:</i>	Rebecca Sciarra, MA, CAHP Cultural Heritage Specialist and Manager, Built Heritage and Cultural Heritage Landscape Division
<i>Project Manager:</i>	Lindsay Popert, MA CAHP Cultural Heritage Specialist
<i>Cultural Heritage Specialist:</i>	Lindsay Popert
<i>Field Assistants:</i>	Mary-Cate Garden, PhD Cultural Heritage Specialist
<i>Project Coordinator</i>	Carol Bella, Hon. BA Research Archaeologist
<i>Report Preparation:</i>	Lindsay Popert
<i>Graphics Preparation:</i>	Lindsay Popert
<i>Report Reviewer:</i>	Rebecca Sciarra



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## 1.0 INTRODUCTION

Archaeological Services Inc. (ASI) was contracted by 7235 Second Line West Inc. c/o Dunsire Developments Inc. to conduct a Heritage Impact Assessment (HIA) of the property at 7235 Second Line West in the City of Mississauga, Ontario. The subject property is located in the north part of the City of Mississauga and features a farmhouse, outbuildings, and a rural landscape (Figure 1). The property is located just north of the historic Meadowvale village, a Heritage Conservation District (HCD). The requirement for an HIA was triggered by the development proposal on the subject property because it is listed on the municipal Heritage Register.

This research was conducted under the project direction of Rebecca A. Sciarra, Cultural Heritage Specialist, ASI. The present report follows the City of Mississauga's Heritage Impact Statement Terms of Reference (ToR) (City of Mississauga; Version June 2012). Research was completed to investigate, document and evaluate the cultural heritage resources within the study area. To assess the potential impacts of the undertaking, the cultural heritage resource and identified heritage attributes were considered against a range of possible impacts as outlined in the Ministry of Tourism and Culture document entitled *Screening for Impacts to Built Heritage and Cultural Heritage Landscapes* (September 2010).

This document will provide:

- a description of the cultural heritage resource, including location, a detailed land use history of the site and photographic documentation;
- a description of the site's cultural heritage value as based on archival research, site analysis, and municipally accepted criteria for establishing cultural heritage significance;
- assessment of impacts of the proposed undertaking; and,
- appropriate conservation measures and intervention strategies.

### 1.1 Location and Property Description

The property at 7235 Second Line West is located in the north part of the City of Mississauga on the east side of Second Line West, south of Derry Road West. It is located just north of the historic Meadowvale village. The property is 9995.42 square metres and consists of a farmhouse, a pool, several outbuildings, and a rural landscape. The property was recently occupied by a tenant. The subject parcel is irregular in shape, a result of the gradual sale of part of the original farm to suburban development. The property is bounded by Derry Road West to the north, Second Line West to the west, a modern residence to the south, and a modern residential subdivision to the east. The Credit River and associated undeveloped parkland is located to the west of the study area, on the other side of Second Line West. Meadowvale village is designated under Part V of the *Ontario Heritage Act* as a Heritage Conservation District (HCD) (See Figure 2). The Credit River has also been identified as a cultural heritage landscape of provincial significance by the City of Mississauga (2005; See feature L-NA-2) and is also identified in the City's Official Plan as a heritage corridor. Although the subject property is not located in either the Meadowvale HCD or the Meadowvale Conservation Area, these surrounding cultural heritage resources may be considered as part of evaluating the subject property's cultural heritage value, and in accordance with the City's ToR for Heritage Impact Assessments, may also be considered as part of assessing impacts of the proposed development.



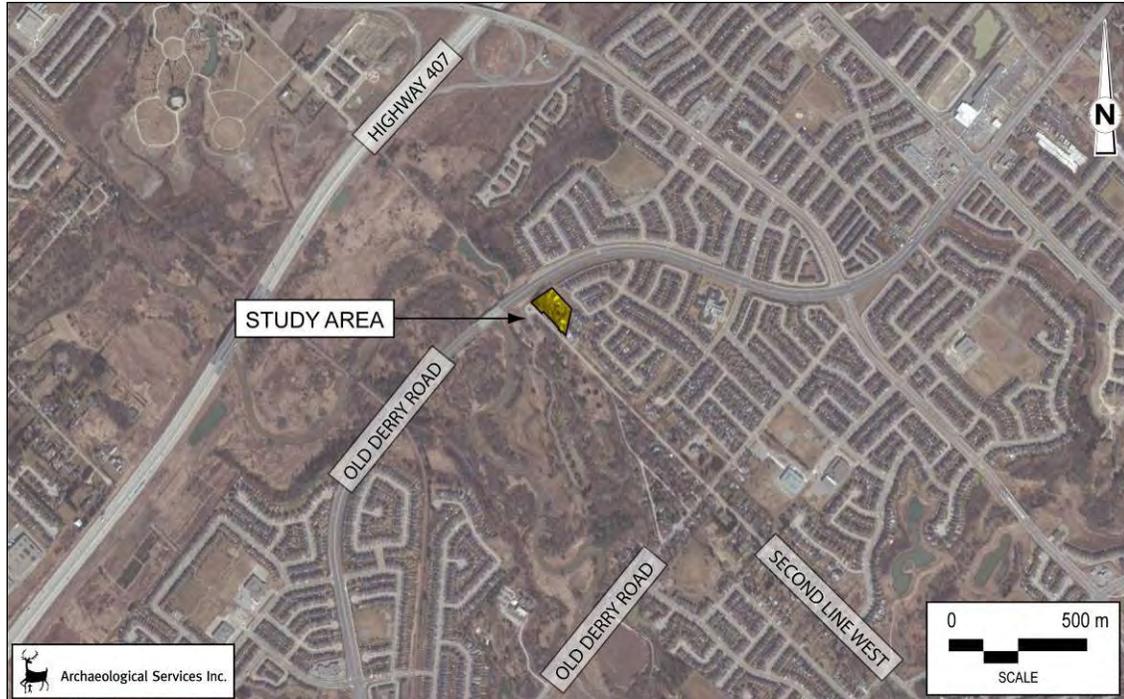


Figure 1: Location of the study area in the City of Mississauga

Base Map: Bing Maps

## 1.2 Present Owner Contact

The property at 7235 Second Line West is currently owned by 7235 Second Line West Inc., c/o Dunsire Developments Inc. The property has been occupied by tenants until recently, which was confirmed during field review.

## 1.3 Policy Framework

The authority to request this heritage assessment arises from Section 2(d) of the *Planning Act*.

The *Planning Act* (1990) and related *Provincial Policy Statement (PPS)* make a number of provisions relating to heritage conservation. One of the general purposes of the *Planning Act* is to integrate matters of provincial interest in provincial and municipal planning decisions. In order to inform all those involved in planning activities of the scope of these matters of provincial interest, Section 2 of the *Planning Act* provides an extensive listing. These matters of provincial interest shall be regarded when certain authorities, including the council of a municipality, carry out their responsibilities under the *Act*. One of these provincial interests is directly concerned with:

- 2.0 ...protecting cultural heritage and archaeological resources for their economic, environmental, and social benefits.

The *PPS* indicates in Section 4 - Implementation/Interpretation, that:

- 4.5 The official plan is the most important vehicle for implementation of this Provincial Policy Statement.

Comprehensive, integrated and long-term planning is best achieved through municipal official plans. Municipal official plans shall identify provincial interests and set out appropriate land use designations and policies. Municipal official plans should also coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial solutions.

Municipal official plans shall provide clear, reasonable and attainable policies to protect provincial interests and direct development to suitable areas.

Those policies of particular relevance for the conservation of heritage features are contained in Section 2, *Wise Use and Management of Resources*, in which the preamble states that “Ontario’s long-term prosperity, environmental health, and social well-being depend on protecting natural heritage, water, agricultural, mineral and cultural heritage and archaeological resources for their economic, environmental and social benefits.”

Accordingly, in subsection 2.6, *Cultural Heritage and Archaeological Resources*, makes the following relative provisions:

- 2.6.1 Significant built heritage resources and cultural heritage landscapes shall be conserved.
- 2.6.3 Development and site alteration may be permitted on adjacent lands to protected heritage property where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved. Mitigation measures and/or alternative development approaches may be required in order to conserve the heritage attributes of the protected heritage property affected by the adjacent development or site alteration.

This provides the context not only for discrete planning activities detailed in the *Planning Act* but also for the foundation of policy statements issued under Section 3 of the *Planning Act*.

## 1.4 Heritage Impact Statements

Heritage Impact Assessment studies (or equivalent) are recommended by the Province of Ontario to support cultural heritage and archaeological resource provisions contained within the *2005 Provincial Policy Statement*. These types of studies are intended to:

Determine if any cultural heritage resources (including those previously identified and those found as part of the site assessment) are impacted by a specific proposed development site alteration<sup>1</sup>. [They] can also demonstrate how the cultural heritage

---

<sup>1</sup> The 2005 Provincial Policy Statement provides a definition for ‘development’ and ‘site alteration’. Based on a review of the expected impacts of the undertaking, changes to the property can be described as ‘site alteration’. Site alteration “means activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site”.



resource will be conserved in the context of redevelopment or site alteration (Ministry of Culture 2006).

Heritage Impact Statements are required by the City of Mississauga when it is determined that a cultural heritage resource will be impacted by a proposed development project. This report considers the following policies listed in the Mississauga Plan (2011: S.7.4.1 and S. 7.4.2):

- 7.4.1.1 The Heritage policies of this Plan are based on two principles:
  - a. heritage planning will be an integral part of the planning process;
  - b. cultural heritage resources of significant value will be identified, protected, and preserved. Mississauga will discourage the demolition, destruction or inappropriate alteration or re-use of cultural heritage resources.
- 7.4.1.2
- 7.4.1.3 Mississauga will require development to maintain locations and settings for cultural heritage resources that are compatible with and enhance the character of the cultural heritage resource.
- 7.4.1.10 Applications for development involving cultural heritage resources will be required to include a Heritage Impact Statement prepared to the satisfaction of the City and other appropriate authorities having jurisdiction.
- 7.4.1.12 The proponent of any construction, development, or property alteration that might adversely affect a listed or designated cultural heritage resource or which is proposed adjacent to a cultural heritage resource will be required to submit a Heritage Impact Statement, prepared to the satisfaction of the City and other appropriate authorities having jurisdiction.
- 7.4.1.13 Cultural heritage resources must be maintained in-situ and in a manner that prevents deterioration and protects the heritage qualities of the resource.
- 7.4.1.14 Cultural heritage resources will be integrated with development proposals.
- 7.4.1.15 Mississauga will regulate use and other matters, as appropriate, for heritage preservation through zoning by-laws.
- 7.4.1.16 Mississauga will acquire heritage easements, apply restrictive covenants, and enter into development agreements, as appropriate, for the preservation of heritage resources.
- 7.4.1.18 Mississauga recognizes the Credit River and Etobicoke Creek valleys as heritage corridors with both prehistoric and historical significance.

## 1.5 Municipal Consultation and Recognition

The City of Mississauga was contacted in October 2012 to confirm the level of significance of the property and request additional information. It was confirmed that 7235 Second Line West is listed on the City of Mississauga's Heritage Register (Inv. # 2057) for reasons of its historical and contextual relationship to Meadowvale village. Known as the Gooderham Farmhouse, City staff provided the



heritage report for this cultural heritage resource (City of Mississauga 2007). The property is not presently designated under Part IV of Part V of the *Ontario Heritage Act*.

## 2.0 HISTORICAL BACKGROUND

A review of available primary and secondary source material was undertaken to produce a contextual overview of the study area, including a general description of Euro-Canadian settlement and land-use, and the development of transportation infrastructure. The following sections provide the results of archival research.

The subject property is located on part Lot 12, Concession II West of Hurontario Street (WHS) in the Township of Toronto, County of Peel, and presently in the City of Mississauga, Region of Peel. The property is located in the southwest quadrant of the lot, facing south towards Old Derry Road rather than facing west on to Second Line West, originally called Concession Road. Both Concession Road and Old Derry Road were important historical thoroughfares through the region, linking the historic village of Meadowvale with settlements to the north and east. The property is located on the northern fringe of the village limits. It is currently unoccupied and features a remnant farm complex consisting of a dwelling, garage, various outbuildings, and a rural landscape. Unfortunately, none of the original barns or agricultural buildings remain in-situ.

### 2.1 Township Survey and Settlement

The Township of Toronto was original surveyed in 1806 by Mr. Wilmot, Deputy Surveyor. The first settler in this Township, and also the County of Peel, was Colonel Thomas Ingersoll. The whole population of the Township in 1808 consisted of seven families scattered along Dundas Street. The number of township inhabitants gradually increased until the War of 1812 broke out, which dramatically slowed settlement. When the war was over, Toronto Township continued to grow and the rear part was surveyed and called the “New Survey”. The greater part of the New Survey was granted to a colony of Irish settlers from New York City who suffered persecution during the war.

The Credit River runs through the western portion of the Township, and served as a great source of wealth to its inhabitants, as it was not only a good watering stream, but there were endless mill privileges along the entire length of the river. Within the Township of Toronto, several villages of varying sizes had developed by the end of the nineteenth century, including Port Credit, Cooksville, Meadowvale and Streetsville. A number of crossroad communities also began to grow by the end of the nineteenth century. These included Burnhamthorpe, Summerville, Dixie, Sheridan, and Clarkson.

#### 2.1.1 Meadowvale Village

The historic settlement at Meadowvale was first established in 1819 by a group of Irish families who immigrated to the area from New York. Mills were established and the settlement flourished given its location on the Credit River and within prime agricultural land. Early economic success is also attributed to the quality of the white pines in the area which were floated downriver to Port Credit. The village developed primarily along Derry Road (now Old Derry Road) between the Credit River and Second Line West.





conducted at the Peel Land Registry Office, the Region of Peel Archives, the Archives of Ontario, and the Canadiana Room at the Mississauga Central Library. Unfortunately, attempts to contact former owners of 7235 Second Line West, Gordon Wayne and Trudy Treanor, were unsuccessful. For ease of description, this section has been divided into time periods which correspond to property ownership. Historically, the subject property is located in the southeast corner of Lot 12, Concession II WHS, in the Township of Toronto.

### 2.2.1 1821 - 1861

The Crown Patent for the west half of Lot 12, Concession II WHS in the Township of Toronto was granted to Alexander Burns in 1821. The east half was granted to William Maxwell in 1833. The 1837 *Toronto and Home District Directory* confirms that Alexander Burns lived on the west half of Lot 12, Concession II (New Survey) in the Township of Toronto, while Thomas Whitehead occupied the east half. In 1841, James Crawford bought the west half from Alexander Burns. Crawford arrived in Meadowvale in 1833 when he purchased John Beatty's 200 acre original land grant. He farmed in the area, and made an unsuccessful attempt at establishing a saw mill in the village. The first successful saw mill in the village was built by John Simpson in 1838 (City of Mississauga [Draft] 2012).

In 1848, Francis Silverthorn purchased the west half of Lot 12, Concession II WHS from James Crawford. Francis Silverthorn came to Meadowvale in 1836 with his father, Aaron. Francis built a saw mill in 1840 and a grist mill in 1845 on lands previously owned by James Crawford. After a series of misfortunes, Francis Silverthorn went bankrupt in 1859, and his mills and property went to Gooderham and Worts of Toronto (City of Mississauga [Draft] 2012).

The *Brown's Toronto City and Home District Directory for 1846-7* records that Silverthorn was living in Lot 6, Concession I (Brown 1847: 83). According to the 1846-47 *Directory*, a number of people were listed as living on part of Lot 12, Concession II WHS at that time: Robert Bell; James Crayton; Samuel Young; Joseph Shaw; and George W. Ross. Unfortunately, occupational information was not provided.

Unfortunately, it appears that Schedules 1 and 2 of Enumeration District No. 4 for the Township of Toronto in the 1851 Census are missing. These are the sections that contain information pertaining to the village of Meadowvale and surrounding lands.

The 1859 *Tremaine's Map of the County of Ontario* illustrates that Francis Silverthorn owned the west half of Lot 12, Concession II WHS, as well as the east half of Lot 12, Concession III WHS (Figure 3).



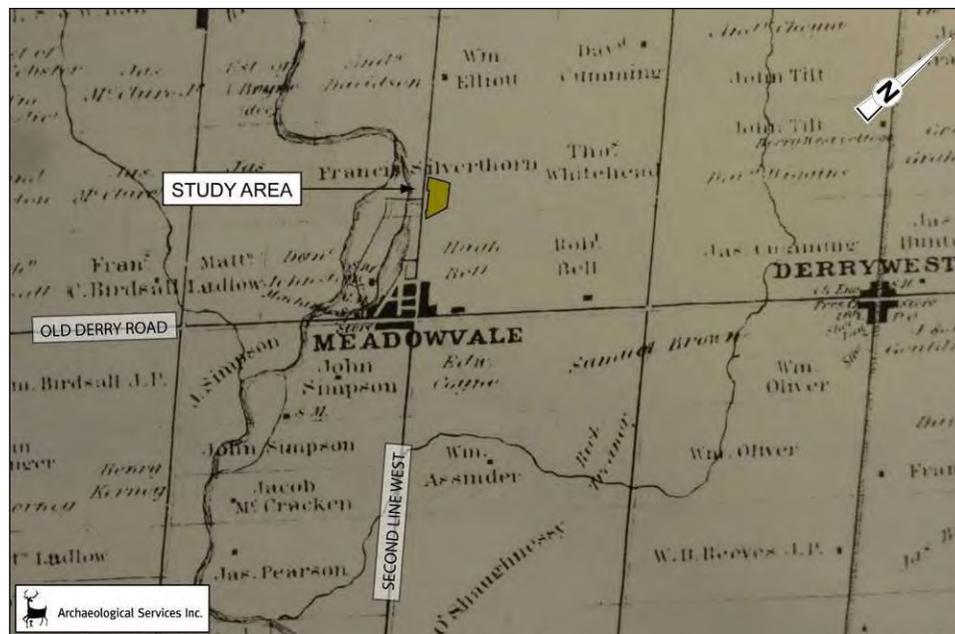


Figure 3: Approximate limits of study area on 1859 historic mapping.  
Base Map: *Tremaine's Map of the County of Peel, 1859*

### 2.2.2 1861 – 1910

In 1861, the west half of Lot 12 Concession II WHS and east half of Lot 12 Concession III WHS was purchased by Gooderham and Worts of Toronto and eventually farmed by George Gooderham. Gooderham and Worts had assumed ownership of the Silverthorn mills in 1859, and William Gooderham sent two of his sons, James and Charles Horace “Holly” to oversee his business interests in Meadowvale. James passed away in 1879, and following their father’s death in 1881, Holly sold the Gooderham land holdings and interests in Meadowvale and returned to Toronto.

While James and Holly Gooderham were involved with the commercial and industrial interests of the village, the farming interests were eventually turned over to their cousin George Gooderham. George Gooderham moved to Meadowvale village in 1869 and leased the four hundred acre farm for \$800 per year from his uncle, William Gooderham. In 1878, the lease was renewed between George and his cousin, Holly Gooderham. In 1881, George Gooderham purchased the farm land from his cousin and continued to farm and raise his family in Meadowvale until his death in 1910.

The 1861 Census Returns (District 7, Page 109, 116, 121) show that James Gooderham, the miller, merchant and proprietor of the Meadowvale Mills, owned 250 acres of land in Concession II and III, Lots 11 and 12. The east half of Lot 12, Concession II WHS was then occupied and farmed by Thomas Pinkney, a 57 year-old widower. Mr. James Gooderham lived in a two storey frame house, likely located to the south on Lot 11.

The 1866-1867 *Directory* (Mitchell & Co. 1866) records that H. Baskerville served as the farm manager for Gooderham and Worts at this time, and as such, likely lived in the subject farmhouse. Unfortunately, the 1865 Assessment Roll provided only the name of the owner of Lot 12, Concession II WHS, James Worts, rather than the tenant or occupant of the subject farmhouse.

The 1871 Census Returns (Division A, Page 1) reveal that George and Catherine Gooderham lived and farmed on the subject lot with their seven children: Elizabeth; Jane; John; George; Jessie; Archibald; and William.

The 1877 *Historical Atlas* illustrates that Gooderham and Worts owned the west half of Lots 11 and 12, Concession II WHS, the east half of Lot 12, Concession III WHS, and other lands. A farmhouse, orchard and driveway are shown on historic mapping (Figure 4). Interestingly, an old road leading west and south towards the Meadowvale Mills is shown to have connected with Second Line West in the vicinity of the study area.

The 1891 Census Returns (District D, Page 3, Family No. 9) record that George and Catherine Gooderham lived in a two<sup>3</sup> storey frame house with 12 rooms with their five remaining children: Jennie, George; Jessie; Archibald; and William. George is listed as a farmer.

The 1901 Census Returns (District D-6, Page 5, Family No. 43) indicate that George and Catherine, now aged 70 and 69, continued to live in the Gooderham farmstead on the west half of Lot 12 with four of their children and one grandson, George H. Gooderham. Catherine Gooderham passed away in 1905, and George Gooderham passed away five years later, in 1910.

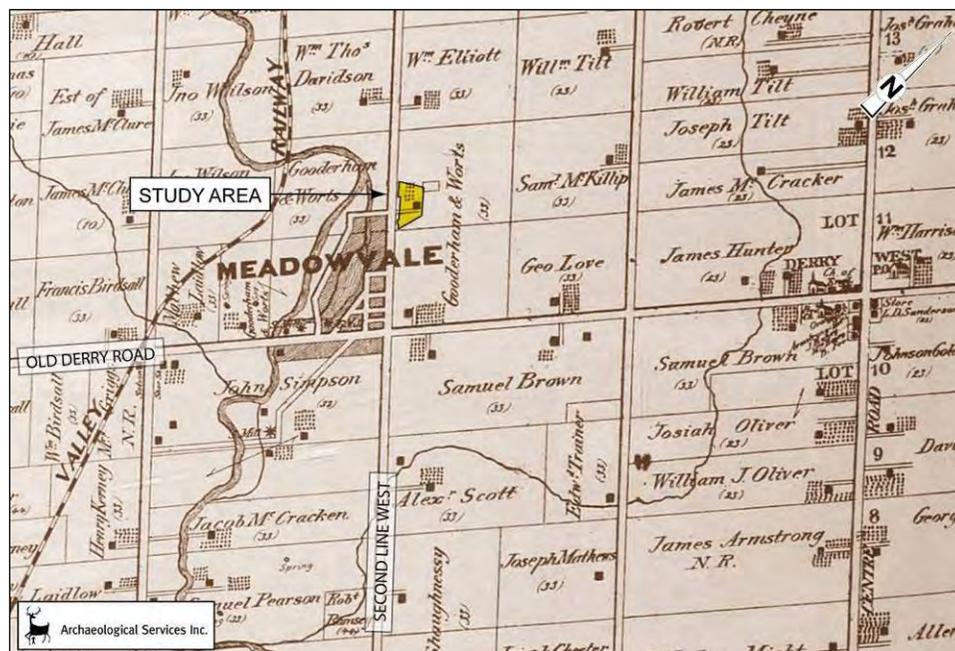


Figure 4: Approximate limits of study area on 1877 historic mapping.  
Base Map: *Illustrated Historical Atlas of the County of Peel*

### 2.2.3 1910 - Present

Stephen and Jane South purchased the property in 1910. The property was later bequeathed to their son, Harold South, who eventually sold to the property to Cecil Treanor in 1938. Cecil Treanor began to divide and sell off part of the farm in the 1950s, to both developers and individual property owners. In

<sup>3</sup> The reference to a two storey house, rather than a one-and-a-half storey house as would be expected, is likely a mistake on the part of the enumerator.

1964, Cecil sold a small empty parcel immediately to the south of the house to his daughter and son-in-law, Dorothy and Bruce Kurtz. The Kurtz family built a brick bungalow here in 1965, which was subsequently replaced in 2006 by the present house directly south of the study area. In 1965, Cecil sold part of the west half of Lot 12 to Friedrich Gruehl. In 1972, a smaller parcel containing just the farmhouse and outbuildings was sold to Cecil's son, Gordon Wayne, and his wife Trudy Treanor as joint tenants. The Treanors lived at the subject property until at least the early 1990s.

A review of the 1968 Voter's List revealed that the following members of the Treanor family resided in Meadowvale at that time: Cecil, farmer; Mrs. Florence, housewife; Wayne Treanor, factory worker; and Mrs. Trudy Treanor, factory worker. Bruce and Dorothy (nee Treanor) Kurtz, a factory worker and typist, respectively, also lived in Meadowvale.

The 1919 topographic map shows that the frame farmhouse was extant at this time, and was surrounded by undeveloped farmland and wooded areas (Figure 5).

According to the Tweedsmuir History Book for Meadowvale Village, viewed at the Peel County Archives in October 2012, following the death of Stephen and Jane South in 1935 and 1937, the west half of Lot 12 was passed on to their son, Harold. Harold and his two brothers, William and Milford, had been living on the property since the late 1920s and around then, the house had been altered to create two separate living spaces within the house. When Cecil Treanor purchased the property in 1938, the Tweedsmuir History reports that the Treanors lived in part of the house, while renting out the other half of the house to tenants. When Gordon and Trudy Treanor purchased the house and property in 1972, they began to renovate the house and return it to its original form as a single-family dwelling (Hicks 2004).

A review of aerial mapping available on the City of Mississauga's website<sup>4</sup> shows that the study area and general vicinity remained rural and under agricultural use until recently. Derry Road West was constructed to the north of the study area in the early 1990s. The housing construction located east of the study area started in the early 2000s. A barn was on the property, located northeast of the house until about 1975, and by the mid-1980s, the present outbuildings had been built. It also appears that much of the property was cleared of vegetation in the 1970s. Unfortunately, the aerial maps are not detailed enough to indicate when exactly the rear extension was added.

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<sup>4</sup> <http://www.mississauga.ca/portal/services/maps>



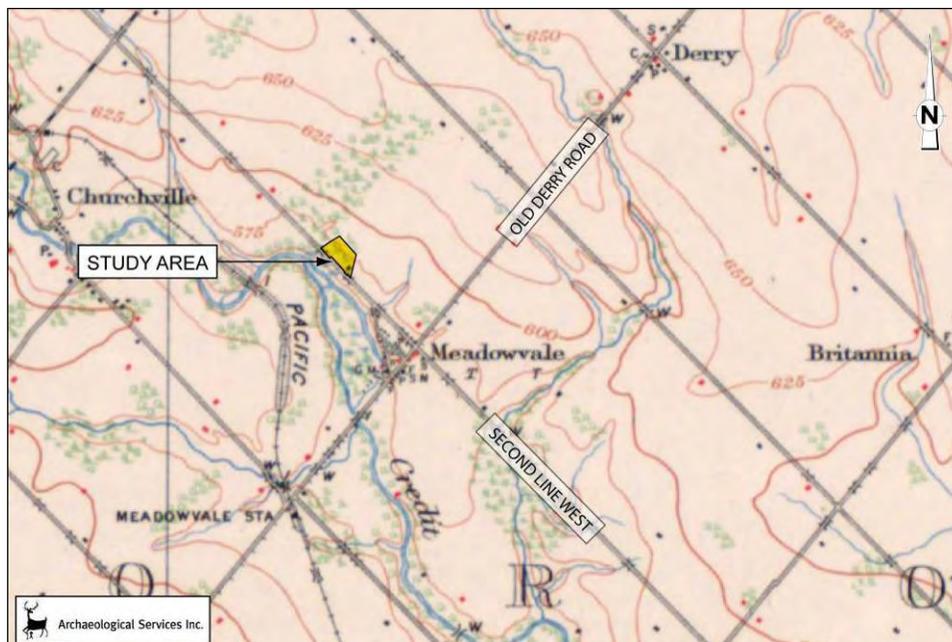


Figure 5: Approximate limits of study area on 1919 Topographic Map  
Base Map: *Bolton Sheet No.59* (Department of Militia and Defence 1914 [1919])

#### 2.2.4 Land Use History Summary

Archival records reveal that the land within Lot 12, Concession II WHS in the Township of Toronto was first settled upon by Alexander Burns in about 1821. Burns likely commenced his settlement duties, which included clearing land and constructing a dwelling on the property. The 1837 *Directory* confirms that Burns was living on the west half of Lot 12, Concession II WHS at this time. Given the lack of early detailed mapping, it is not known where within the 100 acre parcel the original farmstead was built. In 1841, he sold the property to James Crawford, which was later sold to Francis Silverthorn in 1848. In 1861, the farm along with other Silverthorn properties in the Meadowvale area were purchased by James Gooderham of Gooderham and Worts.

It is not known when the subject dwelling on the west half of Lot 12, Concession II WHS was constructed. It is likely predated by an early log house built by Alexander Burns in the 1820s, and later rebuilt or expanded in to a one-and-a-half storey frame house. These alterations may have been undertaken for Francis Silverthorn, or more precisely, for his farm manager or labourers. According to the Property Report provided by the City of Mississauga, and the Tweedsmuir History Book (Volume 3), the house dates to at least 1858. The Tweedsmuir History Book also indicates that the house is of plank construction, and records that there were two barns on the property. Livestock included cattle, horses, sheep, pigs and chickens. At one time, the farm was particularly noted for its sheep rearing. Pictures of the Gooderham farmhouse from the late nineteenth and early twentieth century are included in the Tweedsmuir collection (Figures 6 – 9). It should be noted that the Tweedsmuir History Book incorrectly records that the Gooderham family purchased the farm from the Bell family.



Figure 6: The Gooderham Farmhouse, about 1879, view from Second Line West.  
Source: Meadowvale Village Tweedsmuir History Book, V3, Region of Peel Archives



Figure 7: The Gooderham Farmhouse, about 1905, view of the front elevation.  
Source: Meadowvale Village Tweedsmuir History Book, V3, Region of Peel Archives



Figure 8: The Gooderham Farmhouse, east elevation, about 1905.

Source: Meadowvale Village  
Tweedsmuir History Book,  
V3, Region of Peel Archives



Figure 9: The parlour in the farmhouse with some of the family, about 1900.

Source: Meadowvale Village Tweedsmuir History Book, V3, Region of Peel Archives



Following purchase of the property in 1861, the Gooderham Farm was managed by a farm manager on behalf of Gooderham and Worts. The 1866-67 Directory records that Hardy Baskerville served this task at this time. This position was taken up by George and Catherine Gooderham in 1869, and who continued to farm and reside at this farm until 1910. Even after Holly Gooderham and his various enterprises vacated Meadowvale and returned to Toronto, the Gooderhams continued to contribute and participate in Meadowvale village community affairs well in to the twentieth century. Following the Gooderham occupancy, the subject farmhouse was occupied by the South family until 1938, the Cecil Treanor family until the 1960s, and Wayne and Trudy Treanor from 1972 onwards. During this time, the land associated with the farmhouse was significantly reduced, and by the mid-1970s, the agricultural buildings were removed signifying that farming operations had ceased.

Due to a lack of available nineteenth century archival records, such as assessment and collector's rolls, and township directories, the exact date of construction and the tenant occupants of the subject dwelling are generally unknown prior to the arrival of George Gooderham in 1869.

### **3.0 EXISTING CONDITIONS AND INTEGRITY**

#### **3.1 Introduction**

A field review was undertaken by Lindsay Popert and Mary-Cate Garden on October 17, 2012, to conduct photographic documentation of the property and to collect data relevant for completing a heritage evaluation. Results of the field review and archival research were then utilized to describe the existing conditions of the property. The following sections provide a general description of the dwelling and its surrounding context. Photographic plates referenced in the following section are contained in Appendix A. For ease of description, the orientation of the farmhouse and overall property will be described in this report as facing south, although in reality it faces southeast.

The subject property at 7235 Second Line West in the City of Mississauga is located on the east side of Second Line West, north of Old Derry Road. The property is bounded by modern residential houses to the south and east, and by Second Line West and Derry Road West to the west and north. The Meadowvale Conservation Area is located to the west, across the road. Conservation lands and a residential subdivision continue to the north of Derry Road West. The subject property features remnants of a former farm complex, including the farmhouse, circulation routes, and some outbuildings (Figure 10). Historically, the agricultural fields associated with this property were located to the south, east and north. Since about 1985, these lands have been redeveloped into modern residential subdivisions. Until very recently, the property was occupied by a tenant.

#### **3.2 Architectural Features**

##### ***3.2.1 Residence: Exterior Description***

According to archival research, the subject one-and-a-half storey frame house with aluminium siding veneer was built in the late 1850s, or earlier (Plates 1 – 7). According to archival photographs, it was formerly sheathed in a roughcast or stucco exterior. Archival sources and a recent structural condition report (Halsall 2012) confirm that the house was built using the plank-on-plank construction method, in which horizontal planks of wood were stacked on top of one another and grouted with mortar. The dwelling embodies characteristics of Neo-classicism, which was popular in the early- to mid- nineteenth century. Elements exhibited by this house that are typical of this style include: the gable roof ends with



return eaves; internally-bracketed gable end chimneys; (former) six-over-six and nine-over-nine double-hung sash windows with thick window frames and neo-classical head jambs on the south and west elevations; and window openings situated closer to the ground. The asymmetrical front elevation, with the front door situated off-centre, with one window to the west and two windows to the east, is not typical of this era.

The subject residence rests on fieldstone foundations and features a rectangular footprint created by the original house and a rear circa 1970s addition with lean-to roof. Foundations are visible on the front elevation only. The west elevation has been parged with concrete, and the east elevation has been concealed by concrete walls which appear to be related to landscaping in the side yard (Plates 8 – 10). The foundations supporting the rear addition are concrete with large aggregates, suggesting that they were poured in the early part of the twentieth century (Plate 11). An enclosed porch with rectangular footprint is situated at the northeast corner of the house, and is entered through the rear addition (see Plates 4 & 5). The medium-pitched gable roof features a metal roofing system, front and rear dormers, minimal roof overhang, return eaves, soffit sheathed in synthetic materials, and internally-bracketed chimneys with brick stacks at the west gable end and on north elevation of the rear addition (Plates 12 – 13). The synthetic siding exterior was likely added in the c.1975 renovations. It is not known if the roughcast exterior shown in archival photographs remains intact underneath the existing siding. Clapboard siding with remnant white paint is visible on the west elevation at the rear addition, just above the foundation walls (Plate 14). This may suggest that the rear addition was once enveloped by clapboard siding.

There are five points of entry into the house (Plates 15 - 17). None of the doors are original in terms of material. The south elevation features an asymmetrically placed front door that opens on to a concrete platform. The multi-panelled wooden front door was likely added in the 1970s. This is the only entry into the house that is in its original location. The east elevation features two entrances, a circa 1970s sliding door providing entry into the kitchen, and which opens on to an interlocking stone patio. The second entrance is through the enclosed porch and appears to be comprised of reclaimed barn boards. The north elevation features the last two points of entry, a patio sliding door into the rear addition, and regular entrance into the laundry room, both of which are located towards the west end of the house.

All of the windows and window surrounds on the original dwelling and the rear addition are new, likely added in the circa 1970s renovations to the house (Plates 18 – 24). While the materials are new, the window arrangement on the south and west elevation are original, and the second floor window openings on the east elevation are also original. The main floor fenestration on the east elevation has been altered to accommodate the sliding patio door. A few of the original, three pane casement basement windows remain intact. However, they are not visible from the exterior as they have either been blocked in with concrete (west elevation) or concealed under a grate (east elevation). Of additional note are the decorative window shutters located on the front and rear facades

Alterations to the house include: the replacement of original windows and window surrounds with modern materials; addition of shed dormers on front and rear elevations; removal of chimney stack formerly located at the east gable; the replacement of original doors and door surrounds with modern materials; alteration of window and door arrangement on east elevation; rear addition added in 1970s renovations; and addition of an enclosed porch with gable roof was likely also added in the 1970s. It is important to note that the 1970s rear addition likely replaced an earlier twentieth-century addition as evidenced by the concrete foundations visible at the north end of the west elevation.

The house appears to be in moderate to good condition. The metal roofing, aluminium siding, brick chimney stacks, new windows, new doors, and new door/window surrounds, are all intact although in



need of maintenance. There appears to be some weakening of the stone foundations at the southwest corner of the house.





Figure 10: Location of house, garage, outbuildings and boundaries of the subject study area.

Base Map: BING Maps

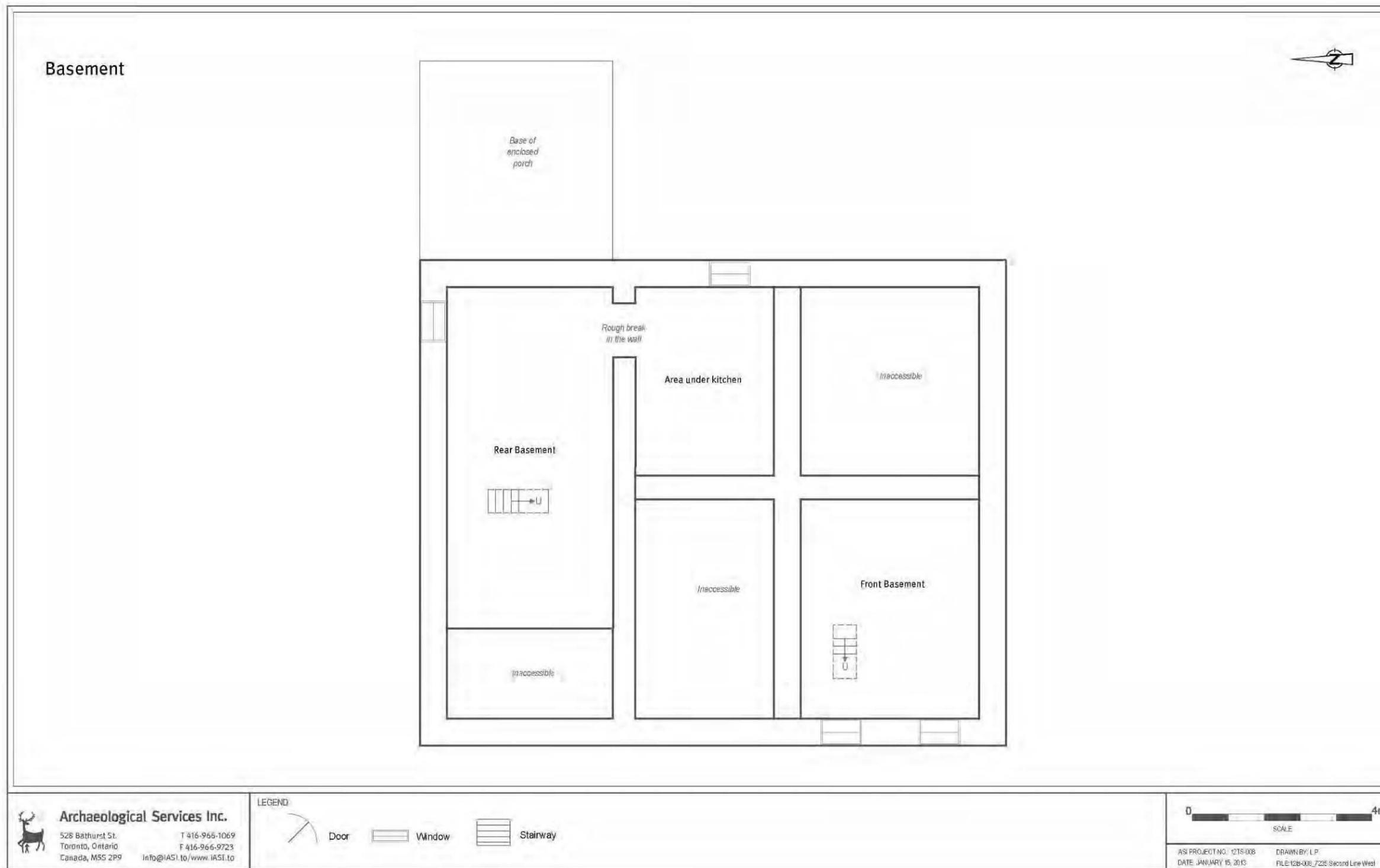


Figure 11: Schematic floor plan of the basement at 7235 Second Line West.

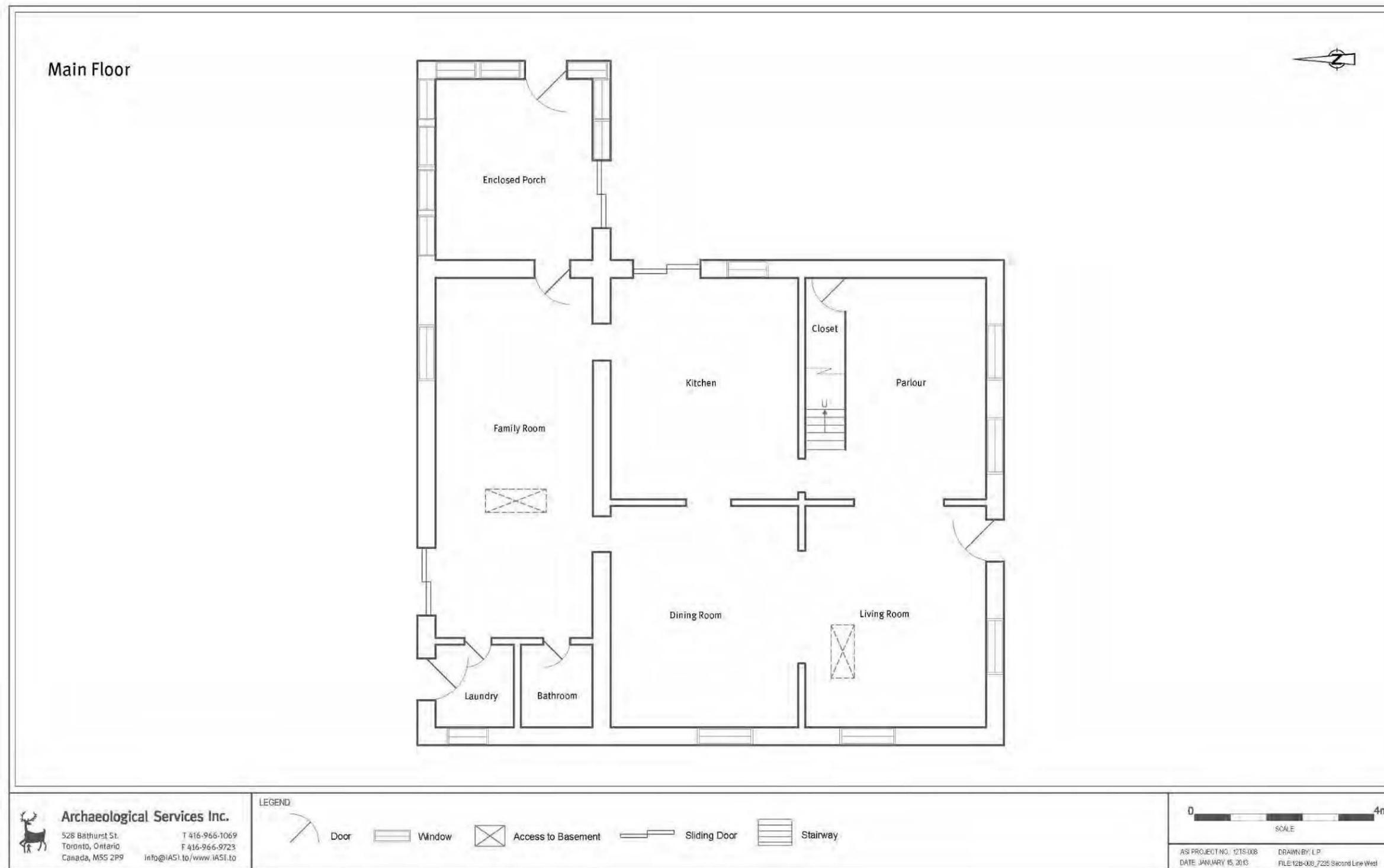


Figure 12: Schematic floor plan of the main floor at 7235 Second Line West.

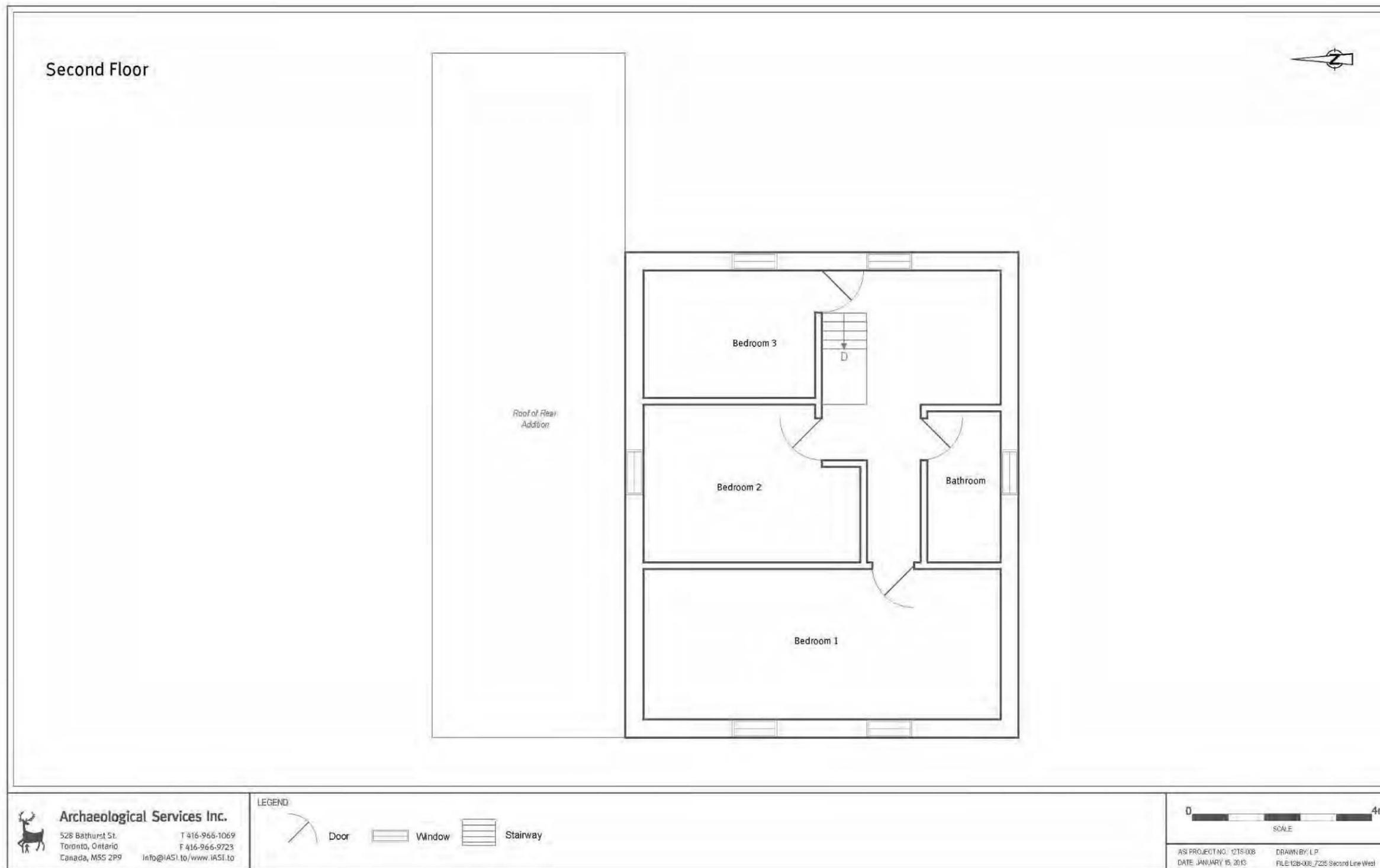


Figure 13: Schematic floor plan of the second floor at 7235 Second Line West.

In summary, the house exterior features notable elements, exhibiting original form/materials, evidence of plank on plank construction methods, or retaining direct associations with Neo-classicism, and which include but may not be limited to:

- Stone foundations;
- Exterior loadbearing walls composed of horizontally-laid stacked wood with mortar-grouted joints, overlaid with lathe and plaster on the interior;
- Rectangular footprint;
- One-and-a-half storey scale;
- Gable roof with return eaves;
- Remaining brick chimney stack on west gable end; and
- Original fenestration and front door location on south and west elevations.

### ***3.2.2 Residence: Interior Description***

The subject dwelling at 7235 Second Line West in the City of Mississauga features two separate basements, the main floor, and the second floor (Figure 11). Access to both basements is located through trap doors from the main floor: one is located under the front part of the house; the other is located under the rear, circa 1970s, addition. Both basements have dirt floors.

The basement under the rear addition extends from the east wall to the west wall, but does not continue under the laundry room and bathroom (Plates 25 – 31). Although hidden underneath insulation and debris, the north, east and west foundation walls of this rear extension were determined to be poured concrete, while the south wall is constructed of fieldstone. A large gap in the south stone wall of this basement, towards the east corner, provides access to a separate basement or cellar area underneath the east half of the kitchen. This room has fieldstone walls and a window on the east wall. The window has been covered up on the outside. There was no evidence of a former trap door leading up to the main floor from this room, and it is thought that it was originally accessed from the exterior of the house by means of exterior stairs located on the north elevation of the house, towards the east corner. This feature was likely altered when the rear addition was added. The limits of the front basement (Plates 32 – 37) are approximately defined by the four walls of the room above (living room). Gaps in the stone walls to other areas under the house show that the other areas of the original house are supported by fieldstone footings and dirt fill. Two windows are located on the west wall, one of which has been blocked in from the exterior. The north wall appears to have required repairs over the years: bricks resulting from various repair jobs over the years have been incorporated into the upper part of the wall; and the lower part of the wall appears to have been shored up with additional fieldstone.

The main floor of the house is divided into four rooms, two in the front and two in the back (Plates 38 – 48). The living room is accessed from the front entrance on the south elevation. Access to the front basement is located through a trap door in the living room. From here, access to the dining room and the parlour is provided through large openings in the walls. A set of narrow, steep stairs leading to the second floor is located at the north wall of the parlour. A mirrored door leading to a long, narrow closet underneath the stairs is located at the northeast corner of the room. The kitchen can be accessed from the parlour and the dining room. No doors are used between rooms. The dining room can be accessed from the living room and the kitchen. Both the kitchen and dining room have doorways on their north walls to provide access to the rear addition, or family room. A bathroom and a laundry room are located at the west end of the rear addition, and closets and access to the enclosed porch are located at the east end.



Sliding doors leading out on to the patio are located on the north wall. A wood-burning stove appears to have formerly been located towards the middle of the room on the north wall.

The second floor of the house is accessed by stairs located in the east part of the house (Plates 49 – 56). The stairs lead to an upstairs hallway, off of which three bedrooms and a bathroom are accessed. Two of the smaller bedrooms are located on the north part of the house, while an open area in the hallway and the bathroom are located in the south part of the house. The master bedroom, with large closet space and crawl space, is accessed from the west end of the hallway. Dormers provide light into the bathroom and middle bedroom.

Most of the interior original features were removed or concealed by the renovations to the house that took place in the 1970s. Noted original or older interior elements include: baseboards in closet underneath the stairs; the newel post and balustrade; and floor boards in the closet as well as underneath current flooring. Flooring on the main floor includes tiling in the kitchen and rear living area, modern hardwood floor located in the parlour, and carpet in the living room and dining room, as well as throughout the second floor. While investigating the front and rear basements, it was noted that the original hardwood floors above each of these areas is intact, and is separated from the modern floor above by a gap a few inches wide. Although unconfirmed, it is possible that all the original floors are still intact throughout the house underneath the new floors added in the 1970s. It was also noted that new drywall was added to the ceiling and walls throughout the front part of the house during the 1970s renovations, possibly leaving the original interior walls and decorative treatment intact. This is easily visible at the window openings, and from the within the closet on the main floor, underneath the stairs (Plate 57).

The rear living area was added in the 1970s renovation project. Many of the elements of the room, including the doors, posts, beams, and ceiling boards, appear to have been salvaged from another building. During the review of aerial photographs, it was noted that the barn formerly located on this property, northeast of the house, was taken down in the 1970s. As such, it is very likely that the property owners chose to incorporate salvaged elements from the barn into this rear addition.

The house interior features notable elements, which include but may not be limited to:

- Remnant original/older baseboards located in closet underneath the stairs;
- Original hardwood flooring underneath current flooring found in the living room, parlour and rear living area (and possibly other parts of the house);
- Newel post attached to the staircase on the main floor; and
- Original lathe-and-plaster walls visible in closet underneath the stairs.

### **3.3 Outbuildings Description**

In addition to the farmhouse, the built structures at 7235 Second Line West include: a garage; a garage/shed; a shed; a former radial train depot station; a large workshop; and a driveshed.

The garage (Plates 58 – 59) was built to accommodate two cars. It features two separate garage doors, a gable roof, aluminium siding, concrete foundations, entrances located on the east and west elevations, and several windows. The exterior aluminium materials found on the garage match the house exterior materials.



Building A (Plates 60 – 61) is a wooden frame shed resting on a concrete base and features a gable roof with metal roofing material, corrugated metal siding, a garage door on the east elevation, a door on the north elevation, and windows on the north, south and west elevations.

Building B (Plates 62 – 63) is a frame building with gable roof, cedar shingles, shiplap siding, original window openings with frame surrounds and wire mesh across the openings, and original wooden door. It would appear that the original ticket holder window is intact on the west elevation of the structure (see Plate 62). The building was formerly painted red. According to the Heritage Coordinator at the City of Mississauga, this is believed to be the former Guelph-Toronto Radial Railway depot station at the community of Dixie in southeast Mississauga. Although it is not known when the structure was moved on to the property, according to a review of aerial maps, it was likely relocated here sometime between 1970 and 1990.

Building C (Plate 64) is a frame building with low-pitched gable roof, metal roofing material, corrugated metal siding, and concrete base. The interior is divided into two areas. Driveshed doors are located on the south and east elevations, while windows are located on the north and west elevations. Doors are located on the east and west elevations.

Building D (Plate 65 – 67) is a large frame building with gable roof, corrugated metal siding, and concrete base that was built in the late 1970s. It has two sections: the west part features three garage bays on the south elevation; while the east part features a single large bay also on the south elevation. It appears that this building was used as an automotive repair workshop.

Building E (Plate 68 – 69) is a long frame outbuilding with rectangular footprint, gable roof, corrugated metal siding, and metal roofing material. The bays of the building are open on the south elevation, and the building was likely used as storage.

Notable outbuilding features associated with the subject property include, but may not be limited to:

- Building B, or the former Dixie radial railway depot station.

### 3.4 Context and Landscape Features

The subject property is situated within the Peel Plain physiographic region (Chapman and Putnam 1984), a vast area of gently rolling Quaternary sediments which gradually slopes down towards Lake Ontario. The sediments are of Late Pleistocene age and were laid down by the Ontario lobe of the Laurentide ice sheet towards the end of the Late Wisconsinan glaciation. The predominant deposit is clayey to silty Halton Till<sup>5</sup> (Hewitt 1969: Map 2176; Karrow 1987). Within the subject property and vicinity, the soils which have developed on this till are mapped as imperfectly drained Chinguacousy clay loam (Hoffman and Richards 1953).

The Credit River traverses the Peel Plain in roughly a northwest to southeast direction. It has entrenched itself into the plain and, due to its gentle gradient in its middle and lower reaches, it has meandered and carved out a fairly wide floodplain ranging from a hundred or so metres to over a kilometer in width. The walls of this valley are demarcated by erosional scarps<sup>6</sup> and slopes of varying degrees. The subject

<sup>5</sup> Till – unsorted sediment of glacial origin

<sup>6</sup> Scarp – a steep slope or escarpment



property lies east of the apex of a large oxbow<sup>7</sup>, approximately 500 metres in width, where the valley is more than 600 metres wide. The regional flood line is located on the west side of Second Line West at an elevation of 166.8 metres above sea level (ASL).

The property at 7235 Second Line West, in the City of Mississauga, features elements typical of a remnant agricultural landscape and is an example of a designed cultural heritage landscape (Plates 70 - 76). These elements include: the direct physical and visual associations between the property and the adjacent historic road; the siting of the farmhouse and outbuildings on elevated land; southerly orientation of the farmhouse; and the entrance drive providing access to the farmhouse from the Second Line West road right-of-way (Figure 14). Within the larger context, the Gooderham Farmhouse retains physical and historical links to Meadowvale village, which at one time consisted of a number of Gooderham & Worts enterprises. Further, the property is associated with the Gooderham Mansion at the northeast corner of Old Derry Road West and Second Line West, built by George's cousin, Charles (Holly) Gooderham, and which is now known as Rotherglen Montessori School. While the Meadowvale Heritage Conservation District does not extend this far north along Second Line West, the farmhouse at 7235 Second Line West serves as a landmark given its position on elevated land at the northern gateway into the historic community.

The subject property features an irregularly-shaped parcel that is bounded by Second Line West and Derry Road West to the west and north, and modern residential houses to the east and south. Limited vegetation and a small berm serve as the boundary between the study area and the residences to the east and south. Historically, the property was part of a larger farm complex that encompassed the southwest half of Lot 12, Concession II WHS, as well as part of Lot 11, Concession II WHS, and Lot 12, Concession III WHS. The woodlot across the road from the property, to the west, is part of a large undeveloped area around the Credit River that is protected as conservation lands.

The farmhouse is located at the southwest corner of the current property limits, and sits slightly above the grade of the Second Line West right-of-way. The farmhouse faces south, towards Old Derry Road, rather than west towards Second Line West. The majority of the property slopes down towards Second Line West and Derry Road West to the north, with the garage and other outbuildings being sited at a higher grade than the house.

The western edge of the property is characterized by a slope that leads up to relatively flat land. This slope may be categorized as an erosional scarp and which extends easterly to an elevation of approximately 177 metres ASL (Shaheen and Peaker Limited 2005)<sup>8</sup>. The scarp is less well defined on the southern half of the western edge of the property, where there is a more gradual slope westerly towards the river. While geo-technical (Shaheen and Peaker Limited 2005; Soil Engineers Limited 2006) and archaeological (Archaeological Services Inc. 2012) evidence indicates that there has been grading and filling on the upland portion of the subject property, probably extending some distance down the slope, the scarp itself is of natural origin. The segment of this scarp west of Second Line, where it runs through Meadowvale Village, has been identified as the "Meadowvale Village Ridge" natural feature (N-NA-3) within the Cultural Landscape Inventory (The Landplan Collaborative Ltd. et al 2005). This particular scarp segment was identified as a cultural landscape feature on the grounds that it "contributes to the scenic quality and character of the Meadowvale enclave" and is identified as a "valuable public asset"

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<sup>7</sup> Oxbow – a large loop in a watercourse

<sup>8</sup> In response to comments received from the City of Mississauga on the February 2013 Heritage Impact Assessment for the subject property, ASI prepared a memorandum addressing the location of the Meadowvale Village Ridge and the extent to which it contributes to the cultural heritage value of the subject property. Portions of the memorandum have been included in this section. This memorandum is currently review with the City of Mississauga.



(The Landplan Collaborative Ltd. et al 2005). The Inventory describes that the feature runs north-south, west of Second Line West. As such, the Inventory does not identify that the Meadowvale Village Ridge is located east of Second Line West.

While this erosional scarp is of natural origin, archaeological and geotechnical assessments both indicate that it has been altered over time on the basis that there is evidence of grading and filling along portions of the upland segment of the property and extending some distance down the subject slope. A review of historic aerials was undertaken as part of a technical memorandum prepared by ASI. This memorandum is currently under review with the City of Mississauga and may be amended based on receipt of higher resolution aerial photography.

Based on a review of aerial mapping available on the City of Mississauga website, with the exception of the farmhouse, the buildings on the property date to the 1970s and do not have any inherent ties to the former agricultural use of this land during the Gooderham tenure. A review of historic photographs confirms that agricultural buildings extant up to 1910 were located to the east of the existing farmhouse and that agricultural activities were largely confined to lands outside of the current property limits, particularly those located to the east and the south and which are now occupied by modern residences. Similarly, the vegetation on the property appears to have been planted in the 1970s and is mostly ornamental in nature, or otherwise was allowed to mature for screening purposes. For example, the trees at the north end of the property serve as a sound and visual barrier between the study area and Derry Road West to the north, and the trees along the west side of the house and pool provide privacy. There were no significant, mature trees noted within the study area.

The primary circulation route into the property is a paved driveway that extends from the road to the garage, past the south side of the house. A gravel driveway continues from the paved driveway to the north part of the property, linking the house and garage to the other outbuildings. According to mid-twentieth-century aerial photographs, this circulation route was in place by as early as 1954. While a review of historic photographs of the property and nineteenth-century mapping indicates that there may have been a realignment of the entrance drive between 1905 and 1954, its general extant and relationship to the farmhouse, as established by circa 1877 (and as shown on the 1877 historic atlas map) has been maintained. Further, a review of nineteenth-century mapping indicates that the house and a portion of the existing driveway at one time formed the northeast terminus of a road which extended westwards from the other side of Second Line West, and continued to the south and west towards the former Meadowvale Mill property. At one time, this road was known as Willow Lane, a portion of which still remains active to the north of Old Derry Road West.

Notable landscape features associated with the subject property include, but may not be limited to:

- Siting of the farmhouse on elevated land and with a southerly orientation; and
- A portion of the existing entrance drive linking the farmhouse to the road and which was originally used to provide property owners/inhabitants access to the Credit River and former mills, via the original Willow Lane alignment.



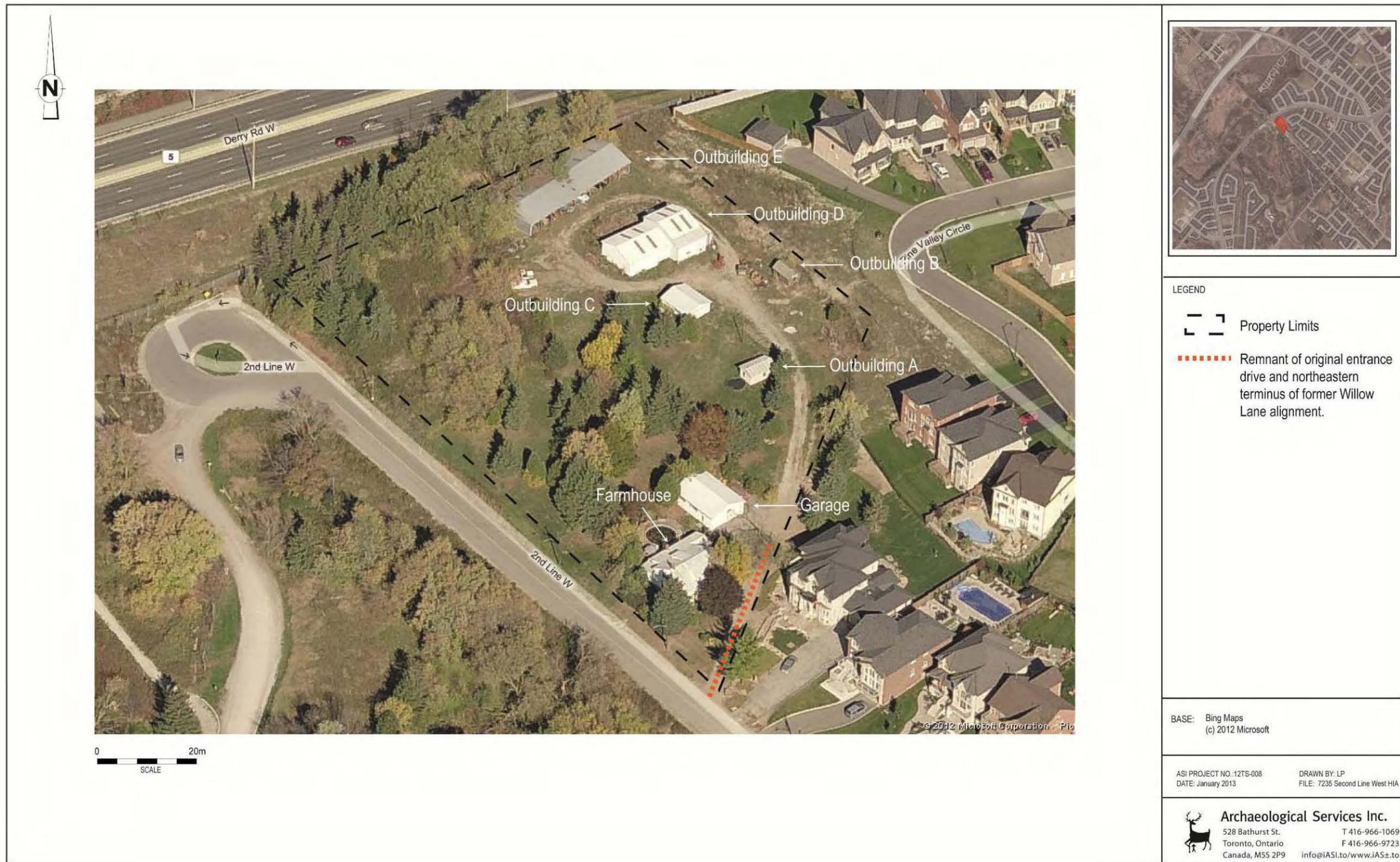


Figure 14: Site plan showing buildings and cultural heritage landscape features.

#### 4.0 HERITAGE EVALUATION OF 7235 SECOND LINE WEST

Tables 1 contains the evaluation of 7235 Second Line West against criteria as set out in *Ontario Heritage Act Regulation 9/06*.

**Table 1: Evaluation of 7235 Second Line West using *Ontario Heritage Act Regulation 9/06***

1. The property has design value or physical value because it :

<i>Ontario Heritage Act</i> Criteria	Analysis
i. is a rare, unique, representative or early example of a style, type, expression, material or construction method;	<p>The construction of this farmhouse was influenced by the Neo-Classical and Georgian styles which were popular in the mid-nineteenth century. The gable roof with large end wall chimneys, the simplicity of the front façade, and small window openings located close to ground level are typical of this period. Neo-classical elements are exhibited in historical photographs, which show ornamental head jambs over multi-paned sash windows. Although some exterior and interior finishes and ornamentation have been replaced or removed, the simplicity in exterior design, original fenestration, original window and door openings on the south and west elevations, and retention of original flooring, and lathe and plaster materials make the farmhouse a structure that evidences historic construction methods and materials, and which reflects a variation on Neo-Classical and Georgian architecture.</p> <p>Additionally, the property serves as a representative example of nineteenth-century agricultural landscape design with the primary farmhouse positioned on elevated land with circulation routes connecting it with outbuilding operations. It should also be noted that the farmhouse’s southerly orientation towards Old Derry Road may be considered unique, as farmhouses were traditionally oriented towards primary roads and entrance drives. This southerly orientation may be linked to its location at the ‘top’ or north end of Meadowvale, and its siting on elevated land which would have provided commanding views over the agricultural fields to the south.</p> <p>Archival sources reveal that the house was constructed using the plank-on-plank construction method. This was confirmed by Structural Condition Report (Halsall 2012:2) which indicated that the exterior walls consisted of exterior aluminium siding over wood siding, which in turn were laid over horizontally-laid stacked wood with mortar-grouted joints. There are a relatively large number of houses in Meadowvale village that feature plank construction, and the significance of this trend is not yet fully understood within its local context (City of Mississauga 2012). However, various analyses of historic construction methods have noted that broadly, plank on plank construction represents a historically rare approach to building construction due, in part, to the cost, labour, and time to construct a building in this manner (Jordan 1993).</p>
ii. displays a high degree of craftsmanship or artistic merit, or;	The farmhouse was not found to meet this criterion.
iii. demonstrates a high degree of technical or scientific achievement.	A review of archival material, historic photographs of the property, and field review confirmed that the house, outbuildings, and landscape do not demonstrate a high degree of technical or scientific achievement.



**Table 1: Evaluation of 7235 Second Line West using *Ontario Heritage Act* Regulation 9/06**

2. The property has historical value or associative value because it:

<i>Ontario Heritage Act</i> Criteria	Analysis
i. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community;	The subject property retains associations with: the Gooderham Farm; former farm and/or mill labourers and farm managers who worked for the Gooderhams, and probably the Silverthorns prior to 1861; and the George Gooderham family in the late nineteenth and early twentieth century. George Gooderham came to occupy and manage the Gooderham Farm in 1869, later acquiring ownership of the farm in the 1880s. Archival research determined that the Gooderham family were highly successful merchants and millers who took an interest in Meadowvale and established themselves as prominent members of the community. In particular, George Gooderham contributed to the growth and development of farming practice in the area in the late 1800s and the 1900s.
ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or;	The subject property has a long history of agricultural land use under the direction of George Gooderham, and subsequently the South and Treanor families. The property reflects on the agricultural and mill-based operations that contributed to development of the Meadowvale community. The property, and its vernacular architecture and rural land uses also contributes to a more comprehensive understanding of the Gooderham family, whose built heritage legacy is often characterized by expansive structures, reflecting ornate detailing and architecture styles, such as the Gooderham Mansion located to the south at Second Line West and Old Derry Road West.
iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.	This property was not found to demonstrate/reflect the work or ideas of a known architect, artist, builder, designer, or theorist.

3. The property has contextual value because it:

<i>Ontario Heritage Act</i> Criteria	Analysis
i. is important in defining, maintaining or supporting the character of an area;	The subject property is a remnant agricultural landscape with ties to the Gooderham Farm, the boundaries of which formerly included agricultural lands to the north, south, east and west of the subject property. While most of this former farm has been developed for suburban uses, the farmhouse, its existing location, siting on elevated land and southerly orientation, as well as a portion of the existing entrance drive speaks to the agricultural past of the area. Given its proximity to the Meadowvale Conservation area, and the Meadowvale Heritage Conservation District, this property contributes to and supports the heritage character of the area.
ii. is physically, functionally, visually or historically linked to its surroundings, or;	The subject property is physically, visually and historically linked to its surroundings. In particular, the property is noted for its historical association with the Gooderham family, prominent community members who were significant to the success and growth of Meadowvale village in the nineteenth century. Physically and functionally, the property is associated with the former Gooderham mansion and remnants of the Gooderham Mills, and the driveway located in front of the house likely served as an extension of Willow Lane, which connected this house and property directly to the mills



**Table 1: Evaluation of 7235 Second Line West using *Ontario Heritage Act* Regulation 9/06**

	and heart of Meadowvale village in the nineteenth century. Additional associations include: its visual links to Second Line West, formerly Concession Road and a significant north-south historic thoroughfare; its visual and physical association with the Credit River given its prominent siting on elevated land; its visual association with Meadowvale village given its significance as a gateway at the north entrance into the community; and finally, its significance as a remnant of the former agricultural lands that surrounded Meadowvale village.
iii. is a landmark.	The subject property is listed as a heritage feature by the City of Mississauga and is known as the Gooderham Farmhouse. It is considered to be a landmark gateway feature, given its location on Concession Road, or Second Line West, marking the north entrance into the historic community of Meadowvale. The farmhouse is not considered to be an architecturally significant landmark, but instead owes its significance as a historic landmark to its siting on elevated land and close proximity to the road alignment.

The above evaluation confirms that 7235 Second Line West in the City of Mississauga meets several of the criteria contained in Regulation 9/06, and may be considered for municipal designation the *Ontario Heritage Act*.

## 5.0 STATEMENT OF CULTURAL HERITAGE VALUE

The subject property at 7235 Second Line West features a one-and-a-half storey dwelling built in the mid-nineteenth century, a mid-twentieth-century garage, a number of outbuildings relating to the late twentieth-century period of occupation/land use, and a rural landscape. The property is located in the north part of the City of Mississauga, just north of the historic village of Meadowvale in the former Township of Toronto, County of Peel. The nineteenth-century residence and a portion of the primary entrance drive express the property’s cultural heritage value. The subject property has been listed on the City of Mississauga’s Heritage Register.

The historical value of the subject property lies in its association with the Silverthorn and Gooderham families. The farmhouse was likely built sometime in the late 1840s for labourers who worked for Francis Silverthorn at his mills or on his farm in Meadowvale. The farm and mills were taken up by the Gooderham family in 1859, and by the late 1860s, George Gooderham had established himself as farm manager of the Gooderham Farm. As farm manager, and eventual property owner, George occupied the subject farmstead, raised his family, and farmed the Gooderham lands for the next fifty years. In addition to their contribution to milling and cooperage industries in Meadowvale, the Gooderham family is notable for their contribution to the growth and development of farming practice in the area, and their contribution to the community and social life of Meadowvale in the second part of the nineteenth century.

The one-and-a-half storey, circa 1840/1850s farmhouse evidences the rare nineteenth-century construction technique of plank on plank construction and embodies elements of Neo-Classical and Georgian architecture, styles that were popular for residential construction in the first half of the nineteenth century in Ontario. These characteristics are expressed through the building’s: plank on plank construction materials and methods; simple design, massing and scale; intact window and door openings on front and west elevations; stone foundations; gable roof with end wall chimney; and interior elements such as original floor boards and lathe and plaster materials. It should be noted that evidence of plank on plank construction methods in the subject farmhouse have been documented elsewhere in the

Meadowvale area (City of Mississauga 2012). As such, this construction feature makes it at one time, a representative example of building traditions evidenced in the local Meadowvale community and a rare feature within a wider context as plank on plank construction is generally characterized as an uncommon construction approach due to the cost and labour required to erect buildings in this manner. Although the subject farmhouse may be described as reflecting a plain design, lacking ornamentation and a high degree of craftsmanship, it is this simplicity that contributes to its design value within the context of its ownership and use by the Gooderham family. This quality serves to contribute to an understanding of this prominent family that contributed extensively to early development in Meadowvale village, and whose built legacy is often characterized by expansive structures expressing fashionable architectural styles and detailing, such as the Gooderham Mansion located to the south at Second Line West and Old Derry Road West.

The subject property exhibits important contextual value as a remnant agricultural landscape on account of the farmhouse's siting on elevated land, southerly front orientation, and retention of remnants of an original entrance drive. These features contribute to the character of, and understanding of Meadowvale village and the Credit River. Finally, retention of the farmhouse in its original location at the northern edge of Meadowvale express the business contributions made by the Silverthorn and Gooderham families to the Meadowvale community.

Heritage attributes that express the design value of the Gooderham Farmhouse include:

- Stone foundations;
- Exterior loadbearing walls composed of horizontally-laid stacked wood with mortar-grouted joints, overlaid with lathe and plaster on the interior;
- One-and-a-half storey rectangular massing;
- Gable roof with return eaves;
- Remaining brick chimney stack on west gable end;
- Original fenestration and front door location on south and west elevations;
- Remnant original/older baseboards located in closet underneath the stairs;
- Original hardwood flooring underneath current flooring found in the living room, parlour and rear living area (and possibly other parts of the house);
- Newel post attached to the staircase on the main floor; and
- Original lathe-and-plaster walls visible in closet underneath the stairs.

Heritage attributes that express the property's associative values with: the Silverthorn and Gooderham families; nineteenth-century agricultural land uses, of which few examples remain within the Credit River corridor; and nearby milling activities that contributed to early development in Meadowvale include:

- Original portions of the farmhouse;
- A portion of the existing entrance drive providing access to the farmhouse from Second Line West and which was originally used to provide property owners/inhabitants access to the Credit River and former mills, via the original Willow Lane alignment; and
- Southerly orientation of the farmhouse towards Old Derry Road.

Heritage attributes of the property that relate to its contextual value as a gateway landmark to Meadowvale, with physical, visual, and functional links to this community and the Credit River include:

- Siting of the farmhouse on elevated land, marking the northern limits of, and north entrance into, the historic community of Meadowvale;



- Close proximity of the dwelling to the road alignment; and
- A portion of the original entrance drive providing access to the farmhouse from Second Line West and which was originally used to provide property owners/inhabitants access to the Credit River and former mills, via the original Willow Lane alignment.

## 6.0 CONSERVATION STRATEGY

### 6.1 Proposed Work

The proposed work involves a new residential development that would propose new residences within a portion of the study area, facing west and fronting on to Second Line West. The existing farmhouse and a portion of the existing entrance drive are proposed for retention within the limits of Lot 6. Outside of Lot 6, the land would be levelled, with a single layer retaining wall with 3:1 slopes located at the eastern property boundary, to lessen grade alterations to the site (Figure 15). A change in land use will not result from this development. The existing zoning on the property is R10-2 on the five lots fronting on to Pine Valley Circle, and R1 on the five lots fronting on to Second Line West. The existing homes fronting on to Pine Valley Circle are R10-2 and the existing homes fronting on to Second Line West are R1.

#### 6.1.2 Impact Assessment

To assess the potential impacts of the undertaking, the cultural heritage resource and identified heritage attributes were considered against a range of possible impacts as outlined in the Ministry of Tourism and Culture document entitled *Screening for Impacts to Built Heritage and Cultural Heritage Landscapes* (September 2010), which include:

- Destruction of any, or part of any, significant heritage attribute or feature (III.1).
- Alteration which means a change in any manner and includes restoration, renovation, repair or disturbance (III.2).
- Shadows created that alter the appearance of a heritage attribute or change the visibility of a natural feature of plantings, such as a garden (III.3).
- Isolation of a heritage attribute from its surrounding environment, context, or a significant relationship (III.4).
- Direct or indirect obstruction of significant views or vistas from, within, or to a built and natural feature (III.5).
- A change in land use such as rezoning a battlefield from open space to residential use, allowing new development or site alteration to fill in the formerly open spaces (III.6).
- Soil Disturbance such as a change in grade, or an alteration of the drainage pattern or excavation (III.7).

Based on the current designs for the proposed development (Figure 15), potential impacts to the identified cultural heritage resource may include the following:

Impact	Description
Destruction, removal or relocation	The proposed development will retain the farmhouse and the portion of the existing entrance drive located within proposed Lot 6. Extant sheds located to the north of the residence are proposed for removal. Although these structures are



<b>Table 2: Evaluation of the Potential Impacts on the Cultural Heritage Resource and Identified Heritage Attributes</b>	
	located within the existing property limits, results of archival research and evaluation confirm that these buildings, with the exception of Building B, do not retain heritage value in and of themselves and do not contribute to the cultural heritage value of the property. Building B is proposed for relocation from its existing location. It is anticipated that the subject structure would be relocated within the proposed limits of Lot 6 or to an alternate location outside of the proposed development. Building B was previously relocated to its current location and as such a relocation strategy, pending results of assessment of the building's structural stability, would be an appropriate mitigation measure. The development concept also proposes to retain a portion of the property's existing entrance drive. Among extant circulation routes on the property, the portion of the entrance drive that extends from the road right-of-way to the residence expresses the property's original landscape design, relationship to adjacent lands and associations with the Gooderham's former milling complex located in the Credit River Valley. While the development concept will result in removal of a portion of a remnant circulation route located between the farmhouse and extant outbuildings, retention of this feature is not essential to conserving the cultural heritage value of the property.
Alteration	The proposed development will result in a 'filling in' of previously open space to the north of the existing farmhouse. Although portions of the existing property north of the farmhouse were not determined to retain specific heritage attributes, the visual experience travelling north and south along Second Line West will be altered. At present the visual experience is characterized by vegetation at lateral edges.
Shadows	N/A
Isolation	N/A
Direct or indirect obstruction of significant views	N/A
A change in land use	A change in land use will not result from this development. The existing zoning on the property is R10-2 on the five lots fronting on to Pine Valley Circle, and R1 on the five lots fronting on to Second Line West.
Soil disturbance	Construction activities associated with the development will result in soil disturbance, alterations in topography, and tree removal.

## 6.2 Conservation Strategy Objectives

Based on the results of archival research, a site visit, heritage evaluation, and analysis of impacts of the proposed undertaking, the following conservation strategy has been developed. The conservation strategy has been developed in accordance with the Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada and the Ministry of Culture's Eight Guiding Principles in the Conservation of Built Heritage Properties (See Appendix B). The conservation strategy has been designed to:

- Avoid identified heritage attributes.

As such, the following conservation objective should be adopted:



- The proposed development should be planned to avoid direct and indirect impacts to heritage attributes identified at the property at 7235 Second Line West and to result in sympathetic and compatible alterations to its landscape.

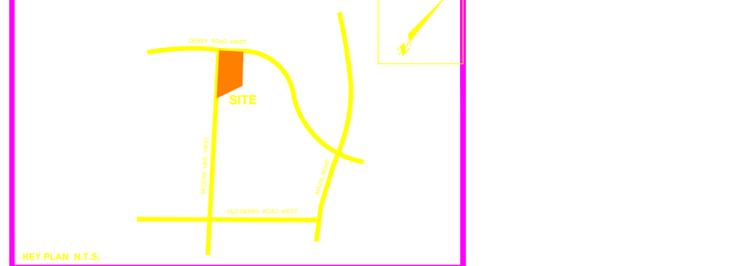
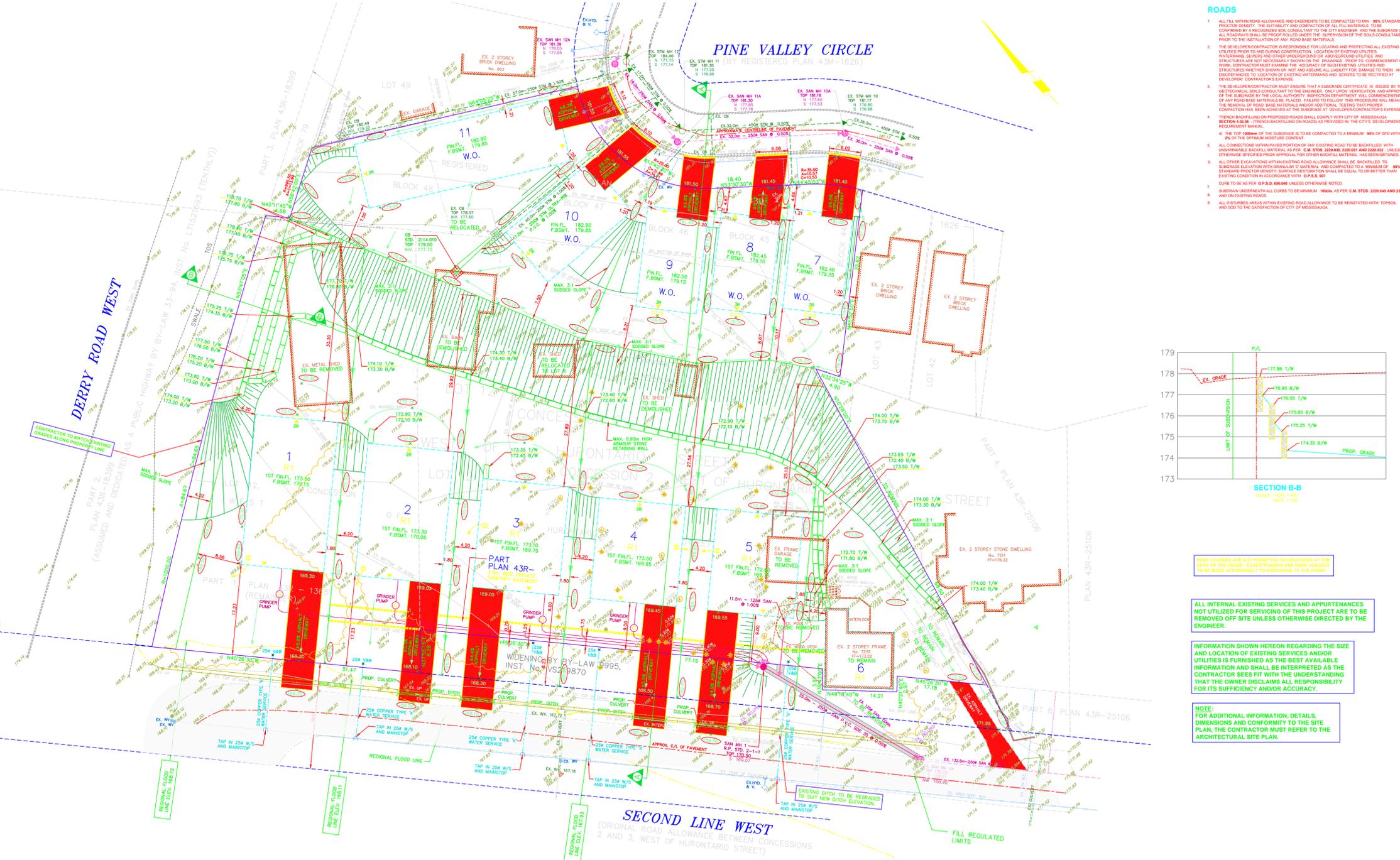
In order to achieve the above conservation objective, the following options should be considered:

- Retain the farmhouse and a portion of the existing driveway (as illustrated in Figure 14) in-situ, and maintain existing access to the property from Second Line West. The setback between proposed Lots 5 and 6 should be maximized, as proposed in Figure 16, for the purposes of accommodating future improvements to the house and to maintain a visual, vegetative, and spatial buffer between Lot 6 and the remaining lots to the north. In situ retention of the farmhouse, minimization of soil disturbance within the limits of Lot 6, and conservation of the existing entrance drive's alignment and grade will conserve a complex of heritage attributes that are functionally, visually, and spatially connected and which together effectively express the property's cultural heritage value.
- Any improvements to the subject farmhouse as part of a future re-sale plan should be guided by a detailed conservation plan prepared by an appropriate heritage professional.
- Avoid or minimize disturbance to soils located adjacent to the farmhouse and located within proposed Lot 6. Although these soils have been found to be 'disturbed' from an archaeological point of view, lands surrounding the farmhouse are elevated in relation to Second Line West. This grade, and elevated siting, should be maintained.
- Ensure that proposed residential structures located to the north of the farmhouse are planned to have front yard setbacks that exceed the front yard setback of the existing farmhouse. To conserve: the prominence of the farmhouse within the streetscape; visual characteristics of the existing visual experience along Second Line West between the existing farmhouse and the northern terminus of the road, and to enhance the farmhouse's original siting in relation to Second Line West, proposed residential development to the north is recommended to have a front yard setback that exceeds that of the existing farmhouse. It is also recommended that existing vegetation located in proposed Lot 6 be maintained and where feasible, existing vegetation located along the eastern edge of Second Line West be maintained or replanted with historic or native species.
- Demolition and/or construction activities to be undertaken within the proposed limits of the development concept should utilize proper construction techniques appropriate for the preservation of the extant farmhouse and Building B; particular attention should be paid to ensuring that the structural stability and material fabric of these buildings are not negatively compromised due to vibration related impacts. ASI understands that a short-term conservation plan will be prepared to identify appropriate methods and phasing for:
  - demolition of the garage adjacent to the house, including identification of appropriate hoarding and removal techniques;
  - removal of the pool and surrounding deck in a manner that does not adversely impact identified heritage attributes;
  - demolition of remaining outbuildings, with the exception of Building B, using appropriate construction activities that will not prematurely impact the farmhouse or Building B;
  - temporary relocation of Building B to proposed Lot 6.



- Using the existing entrance drive during construction activities in a manner that does not adversely impact the farmhouse or Building B.
- As part of a longer term conservation strategy, the property and associated heritage attributes should be protected, and steps should be taken to ensure that the structure does not succumb to vandalism, premature decay, and/or arson. This should include a tenancy plan to ensure that the house is occupied and thus less susceptible to vandalism, decay and/or arson. ASI understands that the subject farmhouse will be utilized as a site office when construction commences. It is recommended that this short-term use be implemented to mitigate potential for vandalism or security threats. Accordingly, it is further recommended that on-going monitoring and site visits be undertaken by the property owner prior to initiation of construction activities and during periods of limited occupancy during construction activities.





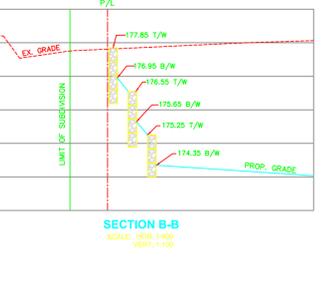
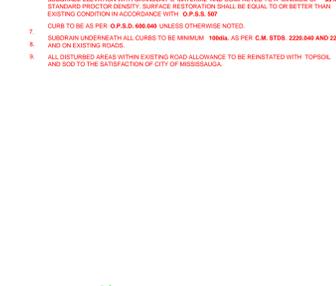
- ### GENERAL NOTES
1. THE CONTRACTOR IS TO CHECK AND VERIFY ALL DIMENSIONS. IF ANY DISCREPANCIES, THEY MUST BE REPORTED TO THE ENGINEER IMMEDIATELY PRIOR TO CONSTRUCTION.
  2. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING AND PROTECTING ALL UTILITIES DURING CONSTRUCTION. GAS, WATER, TELEPHONE AND OTHER UTILITIES THAT MAY EXIST ON THE SITE OR WITHIN THE STREETS MUST BE LOCATED BY THE CONTRACTOR AND VERIFIED PRIOR TO CONSTRUCTION.
  3. ALL CONNECTIONS SHALL BE INSTALLED AS PER MUNICIPAL STANDARDS AND SPECIFICATIONS.
  4. BUILDERS TO VERIFY TO THE ENGINEER THAT THE FINAL FOOTING ELEVATION AND TOP OF FOUNDATION WALL ELEVATION IS IN CONFORMITY WITH THE BUILDING CODE AND THE CERTIFIED GRADING PLAN PRIOR TO PROCEEDING.
  5. THE ELEVATION OF THE SIDE SWALE AT THE BUILDING LINE SHALL BE A MINIMUM OF 150mm BELOW THE BUILDING LINE AT THE CENTRE OF THE SWALE.
  6. OUTSIDE FINISHED GRADE TO BE A MINIMUM OF 150mm BELOW BRICK VENEER ELEVATION.
  7. PRIOR TO ANY SOILING, THE BUILDERS TO ENGINEER TO THE SOILS CONSULTANT AND THE ENGINEER THAT THE LOT HAS BEEN GRADED AND TOPSOILED AND SOILED COMPLETELY WITH A MINIMUM DEPTH OF 100mm OF TOPSOIL. NO 100% REVERSE ENGINEERING SHALL BE PERMITTED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ENTIRE LENGTH OF EACH DRIVEWAY ON A FIRM SUBGRADE AND THE DRIVEWAY TO BE PAVED WITH A MINIMUM COMPACTED DEPTH OF 75mm OF ASPHALT BETWEEN THE CURB AND THE GARAGE.
  8. NO SOILING ON ANY LOTS IS PERMITTED UNTIL PRELIMINARY INSPECTION IS DONE BY THE ENGINEER AND THE SUBGRADER.
  9. THE DRIVEWAY GRADE WILL BE COMPATIBLE WITH THE EXISTING OR FUTURE SIDEWALK AND CURB DEPRESSION WILL BE PROVIDED FOR EACH ENTRANCE.
  10. DRIVEWAY GRASSES SHOULD NOT BE LESS THAN 2.0m AND NOT GREATER THAN 9m.
  11. LAWN AND GRASSES SHALL HAVE A MINIMUM SLOPE OF 1.5% (PREFERRED 2%) AND A MAXIMUM SLOPE OF 5%.
  12. WHERE GRASSES IN EXCESS OF 9m ARE REQUIRED, THE MAXIMUM SLOPE SHALL BE 3:1. GRADE CHANGES IN EXCESS OF 1.0m ARE TO BE ACCOMPLISHED BY A RETAINING WALL. RETAINING WALLS HIGHER THAN 6m SHALL HAVE A FENCE INSTALLED ON THE HIGH SIDE.
  13. ALL BACKFILL FOR SEWERS, WATERMAINS AND UTILITIES ON THE ROAD ALLOWANCE AND THE INTERIOR SPACE MUST BE COMPACTED TO MINIMUM 95% S.D.C. EXCEPT FOR TOP SOIL WHICH MUST BE COMPACTED TO MIN. S.P.D. OF THE ROAD ALLOWANCE UNLESS OTHERWISE NOTED AND UNDER THE DIRECT SUPERVISION.
  14. THE SERVICE CONNECTION TRENCH WITHIN THE TRAVELLED PORTION OF THE ROAD ALLOWANCE SHALL BE BACKFILLED WITH UNDEGRADED BACKFILL MATERIAL AS PER C.M. STDS. 2206.09, 2209.01 AND 2209.03 UNLESS OTHERWISE SPECIFIED PRIOR APPROVAL. FOR OTHER BACKFILL MATERIAL, HAS BEEN OBTAINED.
  15. ALL WATERMAINS AND WATER SERVICE MATERIALS SHALL CONFORM WITH THE CURRENT MUNICIPAL STANDARDS AND SPECIFICATIONS.
  16. SEEDING CONTROL FENCE TO BE INSTALLED AS PER C.M. STD. 2044.016.

- ### STORM SEWERS
1. ALL STORM SEWER MATERIALS AND CONSTRUCTION METHODS MUST CORRESPOND TO CURRENT MUNICIPAL STANDARDS AND SPECIFICATIONS.
  2. BEDDING TO BE TYPE 'B' AS PER C.M. STD. 2112.060 UNLESS OTHERWISE NOTED.
  3. SEWER BEDDING AND COVER MATERIAL SHALL CONFORM TO C.M. STDS. 2112.111 AND 2112.100 UNLESS OTHERWISE NOTED.
  4. IF WATER IS PRESENT IN THE TRENCH EXCAVATION, THEN 15mm CLEAR STONE OR 50mm WASHED CRUSHED GRAVEL IS TO BE USED FOR BEDDING IN ACCORDANCE WITH C.M. STDS. 2112.119 AND 2112.140 RESPECTIVELY.
  5. WHERE NET OR SOFT BENCHING CONDITIONS ARE ENCOUNTERED, FURTHER ON-BE-BENCHING GEOTECHNICAL ASSESSMENT MAY BE REQUIRED TO DETERMINE APPROPRIATE BEDDING IN ORDER TO STABILIZE THE SUBGRADE FOR SEWER CONSTRUCTION.
  6. STORM SEWERS AND CONNECTIONS 150mm AND SMALLER TO BE CONCRETE CL 3 OR PVC SDR 35 PIPE, UNLESS OTHERWISE NOTED.
  7. STORM SEWERS AND CONNECTIONS 200mm AND LARGER TO BE CONCRETE CL 3 CONCRETE CL 450 PVC SDR 35 ULTRA-88 PVC WITH TYPE 'B' BEDDING THROUGHOUT EXCEPT AT RISERS, UNLESS OTHERWISE NOTED.
  8. ALL STREET CATCHBASINS TO BE Ø 900, Ø 900x1100 AND ALL LANDSCAPED AREA CATCHBASINS TO BE C.M. STD. 2114.019 UNLESS OTHERWISE NOTED.
  9. ALL MANHOLES OR CATCHBASIN MANHOLES TO BE 300mm AS PER Ø 900, 700x1100, UNLESS OTHERWISE NOTED.
  10. ALL CATCHBASIN FRAMES AND GRATES SHALL BE AS PER Ø 900, Ø 900x1100 UNLESS OTHERWISE NOTED.
  11. CATCHBASIN LEADS TO BE SINGLE - 250mm, DOUBLE - 300mm UNLESS OTHERWISE NOTED.

- ### SANITARY SEWERS
1. ALL SANITARY SEWER MATERIALS AND CONSTRUCTION METHODS MUST CORRESPOND TO CURRENT MUNICIPAL STANDARDS AND SPECIFICATIONS.
  2. SANITARY CONNECTIONS 200mm AND LESS TO BE PVC SDR 35.
  3. SANITARY SEWERS AND CONNECTIONS 250mm AND LARGER TO BE PVC SDR 35 ASTM D3034 BY 8 WITH TYPE 'B' BEDDING THROUGHOUT EXCEPT AT RISERS, UNLESS OTHERWISE NOTED.
  4. ALL MANHOLES TO BE R.P. STD 2-1-1, UNLESS OTHERWISE NOTED.

- ### WATERMAINS
1. ALL WATERMAINS AND WATER SERVICE MATERIALS AND CONSTRUCTION METHODS MUST CORRESPOND TO CURRENT REGIONAL PUBLIC WORKS STANDARDS AND SPECIFICATIONS.
  2. WATERMAINS MUST HAVE A MIN. VERTICAL CLEARANCE OF 4.0m OVER OR 6.0m UNDER SEWERS AND ALL OTHER UTILITIES WHEN CROSSING.
  3. WATERMAINS AND WATER SERVICES ARE TO HAVE A MIN. DEPTH OF 1.5m WITH A MIN. HORIZONTAL SPACING OF 1.2m FROM THEMSELVES AND OTHER UTILITIES.
  4. WATERMAINS TO BE INSTALLED TO GRADE AS SHOWN ON APPROVED SITE PLAN. COPY OF GRADE SHEET MUST BE SUPPLIED TO INSPECTOR PRIOR TO COMMENCEMENT OF WORK WHERE REQUESTED BY INSPECTOR.
  5. WATERMAINS AND WATER SERVICE MATERIALS 100mm UP TO AND INCLUDING 200mm TO BE P.V.C. CLASS 150 TO AWWA SPEC 2003. 250mm COPPER TYPE 'K' FOR MAINS AND SHALL BE P.V.C. CLASS 150 TO AWWA SPEC 2003.
  6. PROVISIONS FOR FLUSHING WATER LINE PRIOR TO TESTING MUST BE PROVIDED WITH AT LEAST A 50mm OUTLET ON 100mm AND 150mm LINE. COPPER TYPE 'K' FLUSHING PORTS AT THE END OF THE SAME SIZE OF THE LINE. THIS MUST ALSO BE HOLED ON PIPED TO ALLOW THE WATER TO DRAIN ONTO A PARKING LOT OR DOWN THE DRAIN. ON-FIRE LINES, FLUSHING OUTLET TO BE 50mm TO 100mm HORIZONTAL.
  7. ALL CURB STOPS TO BE 3.5m OFF THE FACE OF THE BUILDING UNLESS OTHERWISE NOTED.
  8. HYDRANT AND VALVE SET TO R.P. STD. 1-6-1, DIMENSION A AND B, Ø 90mm AND Ø 60mm AND TO HAVE PUMP NOZZLE.
  9. ALL PROPOSED WATER PIPING MUST BE ISOLATED FROM EXISTING LINES IN ORDER TO AVOID IMPROPER PRESSURE TESTING AND CHLORINATING FROM EXISTING SYSTEMS.
  10. ALL LIVE TAPPING AND OPERATION OF REGION WATER VALVES SHALL BE ARRANGED THROUGH THE REGIONAL INSPECTOR ASSIGNED OR BY CONTACTING THE OPERATIONS AND MAINTENANCE DIVISION.

- ### ROADS
1. ALL FILL WITHIN ROAD ALLOWANCE AND EASEMENTS TO BE COMPACTED TO MIN. 95% STANDARD PROCTOR DENSITY. THE STABILITY AND COMPRESSION OF ALL FILL MATERIALS TO BE CONFIRMED BY A REGISTERED SOIL CONSULTANT TO THE CITY ENGINEER, AND THE SUBGRADE OF ALL DRIVEWAYS SHALL BE PROOF ROLLED UNDER THE SUPERVISION OF THE SOIL CONSULTANT PRIOR TO THE INSTALLATION OF ANY ROAD BASE MATERIALS.
  2. THE DEVELOPER/CONTRACTOR IS RESPONSIBLE FOR LOCATING AND PROTECTING ALL EXISTING UTILITIES PRIOR TO AND DURING CONSTRUCTION. LOCATION OF EXISTING UTILITIES, WATERMAINS, SEWERS AND OTHER UNDERGROUND AND ABOVEGROUND UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THE DRAWINGS. PRIOR TO COMMENCEMENT OF WORK, CONTRACTOR MUST EXAMINE THE ACCURACY OF SUBSURFACE UTILITIES AND STRUCTURES WHETHER SHOWN OR NOT AND ASSUME ALL LIABILITY FOR DAMAGE TO THEM ANY DISCREPANCIES TO LOCATION OF EXISTING WATERMAINS AND SEWERS TO BE RECTIFIED AT DEVELOPER'S/CONTRACTOR'S EXPENSE.
  3. THE DEVELOPER/CONTRACTOR MUST ENSURE THAT A SUBGRADE CERTIFICATE IS ISSUED BY THE GEOTECHNICAL SOILS CONSULTANT TO THE ENGINEER. ONLY UPON VERIFICATION AND APPROVAL OF THE SUBGRADE BY THE LOCAL AUTHORITY INSPECTION DEPARTMENT WILL COMMENCEMENT OF ANY ROAD BASE MATERIALS BE PLACED. FAILURE TO FOLLOW THIS PROCEDURE WILL MEAN THE REMOVAL OF ROAD BASE MATERIALS AND/OR PROCEEDING. TESTING THAT PROVES COMPLETION HAS BEEN ACHIEVED AT THE SUBGRADE AT DEVELOPER/CONTRACTOR'S EXPENSE.
  4. TRENCH BACKFILLING ON ROADS AS PROVIDED BY THE CITY'S DEVELOPMENT REQUIREMENT MANUAL.
    - a) THE TOP 100mm OF THE SUBGRADE IS TO BE COMPACTED TO A MINIMUM 95% OF SPD WITHIN 2% OF OPTIMUM MOISTURE CONTENT.
  5. ALL CONNECTIONS WITHIN PAVED PORTION OF AN EXISTING ROAD TO BE BACKFILLED WITH UNDEGRADED BACKFILL MATERIAL AS PER C.M. STDS. 2206.09, 2209.01 AND 2209.03 UNLESS OTHERWISE SPECIFIED PRIOR APPROVAL. FOR OTHER BACKFILL MATERIAL, HAS BEEN OBTAINED.
  6. ALL OTHER EXCAVATIONS WITHIN EXISTING ROAD ALLOWANCE SHALL BE BACKFILLED TO SURFACE ELEVATION WITH GRANULAR C MATERIAL, AND COMPACTED TO A MINIMUM OF 95% STANDARD PROCTOR DENSITY. SURFACE RESTORATION SHALL BE EQUAL TO OR BETTER THAN EXISTING CONDITION IN ACCORDANCE WITH O.P.A.S. 906.
  7. CURB TO BE AS PER O.P.A.S. 600.400 UNLESS OTHERWISE NOTED.
  8. SUBGRAIN UNDERNEATH ALL CURBS TO BE MINIMUM 150mm AS PER C.M. STDS. 2206.041 AND 2206.05 AND ON EXISTING ROADS.
  9. ALL DISTURBED AREAS WITHIN EXISTING ROAD ALLOWANCE TO BE RENOVATED WITH TOPSOIL AND 90% TO THE SATISFACTION OF CITY OF MISSISSAUGA.

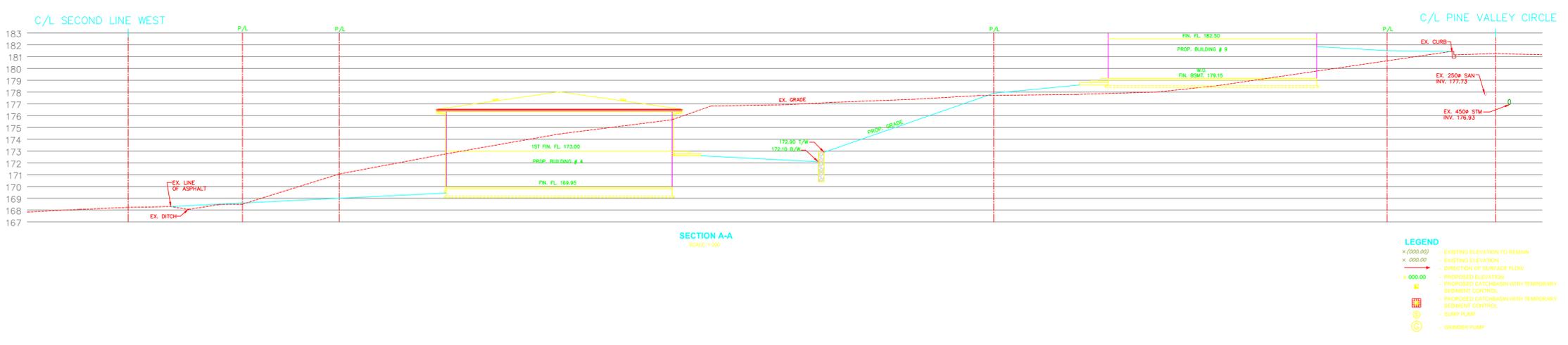


ROOF LEADERS ARE NOT PERMITTED TO DISCHARGE AT THE REAR OF THE HOUSE. EAVES TROUGH AND ROOF LEADERS TO BE SIZED ACCORDING TO DISCHARGE TO THE FRONT.

ALL INTERNAL EXISTING SERVICES AND APPURTENANCES NOT UTILIZED FOR SERVICING OF THIS PROJECT ARE TO BE REMOVED OFF-SITE UNLESS OTHERWISE DIRECTED BY THE ENGINEER.

INFORMATION SHOWN HEREON REGARDING THE SIZE AND LOCATION OF EXISTING SERVICES AND UTILITIES IS FURNISHED AS THE BEST AVAILABLE INFORMATION AND SHALL BE INTERPRETED AS THE CONTRACTOR SEES FIT WITH THE UNDERSTANDING THAT THE OWNER DISCLAIMS ALL RESPONSIBILITY FOR ITS SUFFICIENCY AND/OR ACCURACY.

NOTE: FOR ADDITIONAL INFORMATION, DETAILS, DIMENSIONS AND CONFORMITY TO THE SITE PLAN, THE CONTRACTOR MUST REFER TO THE ARCHITECTURAL SITE PLAN.



### BENCH MARK

No. 960 ELEVATION: 173.576  
 DESCRIPTION: PLACE 100mm WATER PROOFING ON THE CONCRETE BASE FOR THE WIND WALL ON THE SOUTH SIDE AT THE EAST END OF THE BRIDGE UNDER DERRY ROAD WEST PASSES OVER THE CREDIT RIVER.

**SKIRA & ASSOCIATES LTD.**  
 CONSULTING ENGINEERS  
 3464 Semenyk Court, Suite 100, Mississauga, Ontario L5C 4P8  
 Tel: (905) 276-5100 Fax: (905) 270-1936 Email: info@skiraconsult.ca

**PROPOSED RESIDENTIAL DEVELOPMENT**  
 PART OF LOT 12 CONGRESSION 2 WHS AND BLOCKS 44.45, 46, 47 & 48  
 REGISTERED PLAN 43-M1626  
 7235 SECOND LINE WEST

**7235 SECOND LINE INC.**  
 203A 465 PHILLIP STRETT WATERLOO, ONT. N2L 6C7 TEL: (416) 389 1664 FAX: (888) 540 1172

**MISSISSAUGA**

**CONCEPT SITE GRADING AND SERVICING PLAN S.P.**



## 7.0 CONSERVATION AND MITIGATION RECOMMENDATIONS

The proposed development at 7235 Second Line West, Mississauga, will maintain the existing farmhouse and a portion of the existing entrance drive within proposed Lot 6. Both of these features have been identified as heritage attributes that express the cultural heritage value of the property. Based on the results of archival research, a field review, and heritage evaluation, the property at 7235 Second Line West in the City of Mississauga was determined to retain cultural heritage value following application of Regulation 9/06 of the *Ontario Heritage Act*, and is thus considered worthy of heritage designation. Its heritage significance revolves around its historical, design and contextual-related values. Given that the subject property was determined to retain cultural heritage significance, the preservation/retention of the farmhouse and portions of the associated entrance drive on site is recommended.

The following recommendations have been made based on the determined heritage values of the resource and in consideration of overall impacts to the property:

1. The proposed development should be designed to avoid direct impacts to heritage attributes identified at 7235 Second Line West. Specifically, the nineteenth-century farmhouse and a portion of the existing driveway (as illustrated in Figure 14) should be conserved by incorporating this portion of the property into the new development. The proposed development concept has integrated this recommendation through the establishment of Lot 6 which will maintain the existing structure and the portion of the entrance drive that is located within the limits of the proposed lot (Figure 15). The setback between proposed Lots 5 and 6 should be maximized, as proposed in Figure 16, for the purposes of accommodating future improvements to the house and to maintain a visual, vegetative, and spatial buffer between Lot 6 and the remaining lots to the north. In situ retention of the farmhouse, minimization of soil disturbance within the limits of Lot 6, and conservation of the existing entrance drive's alignment and grade will conserve a complex of heritage attributes that are functionally, visually, and spatially connected and which together effectively express the property's cultural heritage value.
2. It should be noted that proposed demolition of existing garages and sheds (with the exception of Building B), as well as removal of the adjacent pool and deck do not represent destruction or alteration of heritage attributes that would negatively impact the cultural heritage value of the property. Therefore there are no conflicts from a heritage point-of-view that should cause delay regarding the issue of a demolition clearance for the outbuildings (with the exception of Building B) by the City of Mississauga. However, any demolition and/or construction activities to be undertaken within the proposed limits of the development concept should utilize proper construction techniques appropriate for the preservation of the extant farmhouse and Building B; particular attention should be paid to ensuring that the structural stability and material fabric of these buildings are not negatively compromised due to vibration related impacts. Additionally, methods for removal of the pool and deck should be reviewed by an appropriate heritage consultant to ensure that removal activities will not negatively impact the extant farmhouse. ASI understands that a short-term conservation plan will be prepared to identify appropriate methods and phasing for:
  - o demolition of the garage adjacent to the house, including identification of appropriate hoarding and removal techniques;
  - o removal of the pool and surrounding deck in a manner that does not adversely impact identified heritage attributes;



- demolition of remaining outbuildings, with the exception of Building B, using appropriate construction activities that will not prematurely impact the farmhouse or Building B;
  - temporary relocation of Building B to proposed Lot 6.
  - using the existing entrance drive during construction activities in a manner that does not adversely impact the farmhouse or Building B.
3. Any improvements to the subject farmhouse should be guided by a detailed conservation plan prepared by an appropriate heritage professional.
  4. Avoid or minimize disturbance to soils located adjacent to the farmhouse and located within proposed Lot 6. Although these soils have been found to be 'disturbed' from an archaeological point of view, lands surrounding the farmhouse are elevated in relation to Second Line West. This grade, and elevated siting, should be maintained. Construction activities will be planned to minimize preparation of earthworks within proposed Lot 6 and to achieve a gradual transition in grade between Lots 5 and 6. Appropriate construction and siltation fencing will be installed around the limits of proposed Lot 6, as per a future City-approved grading and erosion control plan.
  5. Proposed residential infill fronting on to Second Line West should be developed to conserve: the prominence of the farmhouse within the streetscape; visual characteristics of the existing visual experience along Second Line West between the existing farmhouse and the northern terminus of the road, and to enhance the farmhouse's original siting in relation to Second Line West. Accordingly, it is recommended that proposed residential structures located to the north of the farmhouse are planned to have front yard setbacks that exceed the front yard setback of the existing farmhouse. It is also recommended that existing vegetation located in proposed Lot 6 be maintained and where feasible, existing vegetation located along the eastern edge of Second Line West be maintained or replanted with historic or native species. Finally, it is recommended that design of the proposed residential structures should be undertaken to be compatible and sympathetic to the character of the extant farmhouse and which will be integrated into Lot 6.
  6. To ensure that the structure does not succumb to vandalism, premature decay, and/or arson, the following measures should be undertaken immediately to mitigate negative impacts given that the structure is vacant:
    - a) Assess implementation of recommendations contained in the Structural Condition Assessment prepared by Halsall (November 2012) in conjunction with a qualified heritage consultant;
    - b) Examine the interior of the building for evidence of animals and/or insects. If detected, seal off access to the structure and exterminate if necessary;
    - c) Protect the exterior from moisture penetration. As such, roofing materials, foundation, and window treatments should be examined by a qualified contractor in this regard;
    - d) All main floor windows and entrance ways should be boarded up and securely locked;
    - e) Exterior doors should be reinforced with full, non-removal locking mechanisms;



- f) Ensure that adequate ventilation to the interior is maintained. A mechanical engineer should be consulted to ensure that a suitable interior climate is achieved; and
  - g) It is recommended that the property continued to be visited on a frequent basis. Volunteers, including heritage stakeholders, may be consulted in this regard.
  - h) Develop a tenancy plan for the farmhouse. ASI understands that the subject farmhouse will be utilized as a site office when construction commences. It is recommended that this short-term use be implemented to mitigate potential for vandalism or security threats. Accordingly, it is further recommended that on-going monitoring and site visits continue to be undertaken by the property owner prior to initiation of construction activities and during periods of limited occupancy during construction activities.
7. Building B, or the former Dixie radial railway depot station, is not historically or contextually linked to 7235 Second Line West and therefore has not been identified as a heritage attribute that expresses the cultural heritage value of the property. Although this building has been displaced from its original location, it may be considered a cultural heritage resource in its own right, as a significant remnant feature of the Toronto-Guelph Radial Railway. As such, a mitigation/conservation strategy should be considered. Consideration should be given to incorporating the structure into the new development. If this is not feasible, consider relocation to a nearby site in Meadowvale, or to a site closer to its original location in Dixie. As an alternative, consideration should be given to relocating the structure to the Halton Radial Railway Museum. Structural stability of the resource should be confirmed as part of development of a relocation strategy.
8. Once finalized, four hard copies of this HIA and one PDF version must be provided to the Heritage Coordinator at the City of Mississauga for review and comment by appropriate staff and heritage stakeholders. A copy of the HIA must also be submitted to the City Heritage Advisory Committee for information only. Following the review process and any necessary revisions to the report, the HIA should be filed and archived at the Region of Peel Archives.

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**APPENDIX A: Photographic Documentation**



Plate 1: South elevation (front façade).



Plate 2: Southeast elevation.





Plate 3: East elevation.



Plate 4: East elevation,  
showing  
enclosed porch.





Plate 5:  
Northeast  
elevation.



Plate 6: North  
elevation.





Plate 7: West elevation



Plate 8:  
Fieldstone  
foundations,  
southwest corner  
of the house.





Plate 9: West foundations parged with concrete.



Plate 10: Concrete wall concealing foundations on east elevation at south corner.





Plate 11: View showing c.1975 concrete (right) and early twentieth-century concrete (left).



Plate 12: Metal roofing of main house, brick chimney stacks, and rear dormer.





Plate 13: Detail of return eaves, soffit, and siding, showing synthetic materials.



Plate 14: Detail of former clapboarding, at one time painted white.





Plate 15: View of front door on south elevation.



Plate 16: View of sliding door on east elevation.





Plate 17: Sliding patio door (left) and doorway to the laundry room (right).



Plate 18: Windows on front elevation, located to the east of the front door.





Plate 19: Shed dormer on front elevation.



Plate 20:  
Second floor  
windows on east  
elevation.





Plate 21: Typical windows found on enclosed porch, north elevation.



Plate 22: Main floor window, north elevation. Note the decorative window shutters.





Plate 23: Typical second floor window, west elevation.



Plate 24: Basement window, west elevation.





Plate 25: Looking down through trap door in rear addition. Note that the current tiled floor has been laid overtop of the original wooden floors.



Plate 26: Wooden stairs leading to rear basement. Note that the top of the stairs leads to the original





Plate 27: Gap in concrete wall at west end of rear basement, providing access to area underneath the laundry room and bathroom.



Plate 28: Gap in wall in southeast corner of rear basement, providing access to original cellar underneath the east part of the kitchen. Note the fieldstone material reinforced by concrete.





Plate 29: View looking south into cellar under kitchen.



Plate 30: Looking west into cellar underneath the kitchen.





Plate 31: View of window on north wall, now redundant because of addition of back deck.



Plate 32: View from the basement under the front part of the house, looking west.





Plate 33: Detail of gap between new floor and original floor underneath.



Plate 34: View of front basement looking north towards gap in north wall.





Plate 35: View of west wall, an original three-pane window (blocked in), joists and wide floorboards above.



Plate 36: View of south wall, looking east, showing field stone walls and brick repairs.





Plate 37: North wall of front basement and view of wooden stairs. Note the tree stump or root in wall.



Plate 38: Trap door leading into front basement from the living room, looking west. Note the bulkhead at west wall containing chimney flue.



Plate 39: View of front door on south wall of living room. Note the change in wall thickness east of the door.

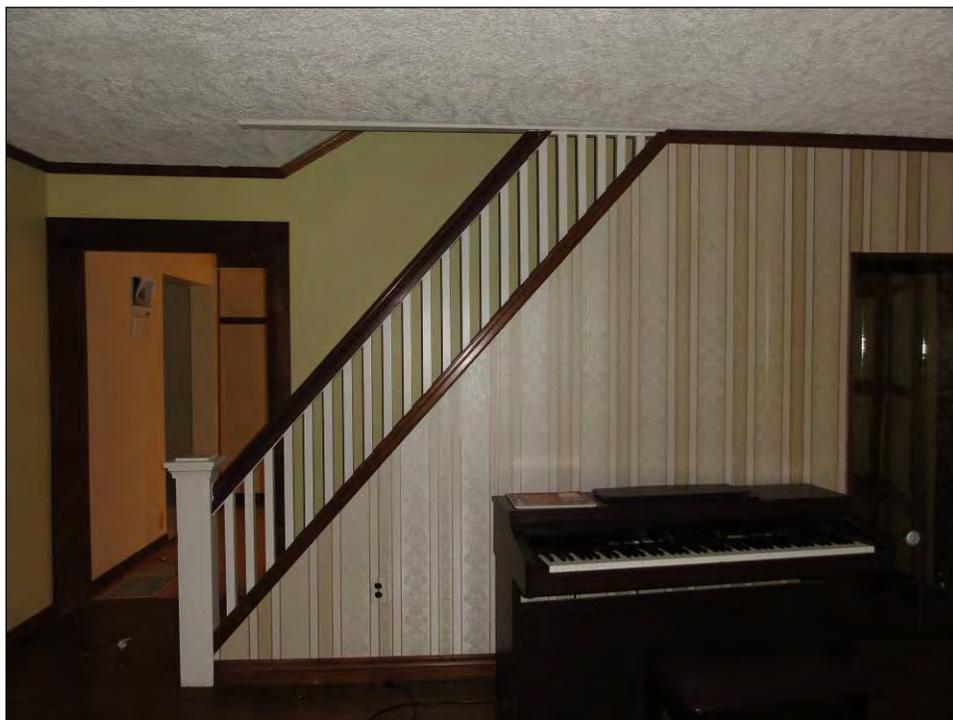


Plate 40: View of stairs in the parlour, looking north. Note the tiled door leading to area under the stairs.



Plate 41: View of south wall of the parlour.

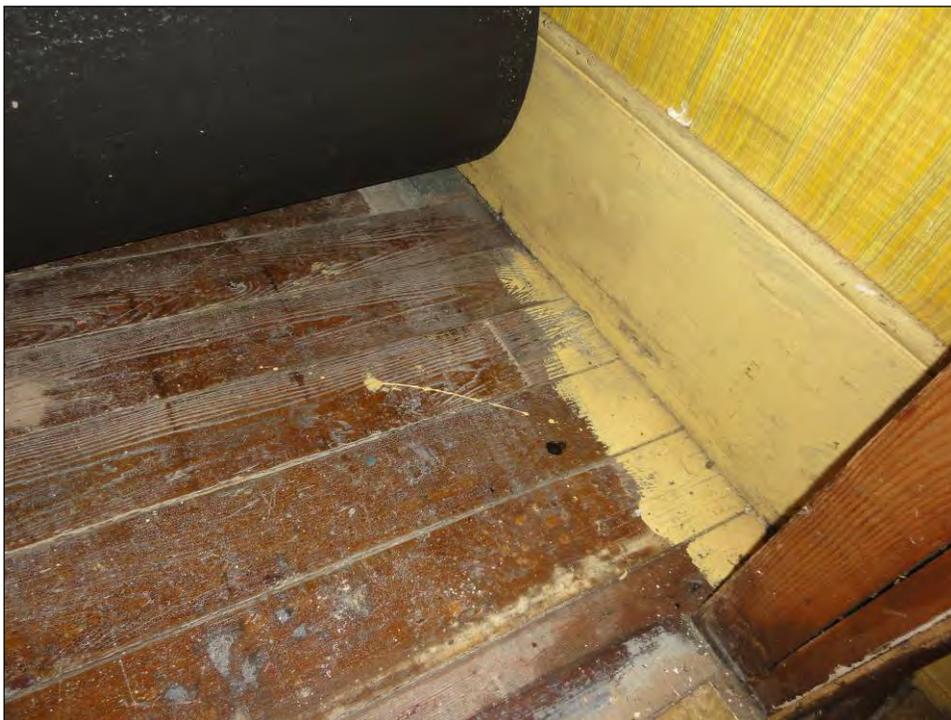


Plate 42: detail of original baseboard and floorboards, located underneath the linoleum floor in closet under the stairs.



Plate 43: View of the kitchen, looking east towards sliding doors.



Plate 44: View of dining room, looking northeast towards the kitchen (right) and rear addition (left).



Plate 45: View of the family room, looking east towards closets and exit into enclosed porch.



Plate 46: Detail of reclaimed posts, beams and boards used to construct and decorate the family room.





Plate 47: Laundry room, located at northwest corner of house, looking west.



Plate 48: Bathroom located at west end of the family room, looking northwest.





Plate 49: View of second floor hallway, stairwell leading to main floor, and doors leading to two separate bedrooms.



Plate 50: Second floor hallway looking west.



Plate 51: Second floor hallway looking east towards east gable end wall.



Plate 52: View of third bedroom, located at northeast corner of original house, looking southeast.





Plate 53: View of second bedroom, located in the middle-north half of house, looking north.



Plate 54: Bathroom, looking southwest.



Plate 55: Master bedroom, looking south towards closets. Note the bulkhead on the west wall containing chimney flue.



Plate 56: Looking down the flight of stairs from the second floor, to the west.



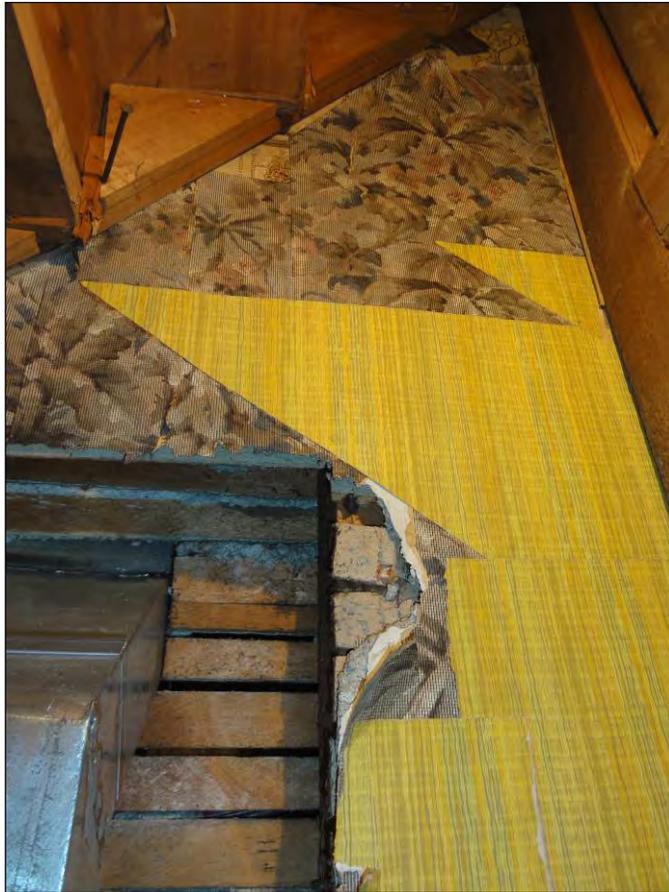


Plate 57: Layers of wallpaper on walls of closet under the stairs. Lathe-and-plaster construction is also evident.



Plate 58: Southeast elevation of the garage.



Plate 59:  
Southwest  
elevation of the  
garage.



Plate 60:  
Southeast  
elevation of  
Building A, a  
garage/shed.





Plate 61: Interior view of Building A, looking west.



Plate 62: Southwest elevation of Building B.



Plate 63: Interior view of Building B, looking north.



Plate 64: Southeast elevation of Building C.



Plate 65: South elevation of Building D.



Plate 66: Interior view of Building D, looking north.



Plate 67: Spatial relationship between Buildings D and E, looking west.



Plate 68: South elevation of Building E.





Plate 69:  
Southeast  
elevation of  
Building E.



Plate 70: Second  
Line West,  
looking north  
along western  
edge of subject  
property.





Plate 71: View of the west elevation of farmhouse from Second Line West. Note the change in grade, and proximity to houses located south of the study area.



Plate 72: View of the house and driveway from the entrance to the property.





Plate 73: View of sloping topography from Second Line West, looking southeast.



Plate 74: View of the proximity between the garage and house, and view of the driveway looking west towards the road.





Plate 75: View of wooden fence demarcating property division between subject property and the residential subdivision to the east, facing south.



Plate 76: View of the outbuilding, driveway, and berm located along the eastern limits of the property, facing south.



### **APPENDIX B: Conservation Principles**

- Ministry of Culture's Eight Guiding Principles in the Conservation of Built Heritage Properties
- Parks Canada's Standards and Guidelines for the Conservation of Historic Places in Canada



Eight Guiding Principles in the Conservation of Built Heritage Properties

**1. RESPECT FOR DOCUMENTARY EVIDENCE:**

Do not base restoration on conjecture. Conservation work should be based on historic documentation such as historic photographs, drawings and physical evidence.

**2. RESPECT FOR THE ORIGINAL LOCATION:**

Do not move buildings unless there is no other means to save them.  
Site is an integral component of a building or structure. Change in site diminishes cultural heritage value considerably.

**3. RESPECT FOR HISTORIC MATERIAL:**

Repair/conservate - rather than replace building materials and finishes, except where absolutely necessary. Minimal intervention maintains the heritage content of the built resource.

**4. RESPECT FOR ORIGINAL FABRIC:**

Repair with like materials. Repair to return the resource to its prior condition, without altering its integrity.

**5. RESPECT FOR THE BUILDING'S HISTORY:**

Do not restore to one period at the expense of another period. Do not destroy later additions to a building or structure solely to restore to a single time period.

**6. REVERSIBILITY:**

Alterations should be able to be returned to original conditions. This conserves earlier building design and technique.e.g. When a new door opening is put into a stone wall, the original stones are numbered, removed and stored, allowing for future restoration.

**7. LEGIBILITY:**

New work should be distinguishable from old. Buildings or structures should be recognized as products of their own time, and new additions should not blur the distinction between old and new.

**8. MAINTENANCE:**

With continuous care, future restoration will not be necessary. With regular upkeep, major conservation projects and their high costs can be avoided.

(Source: [http://www.culture.gov.on.ca/english/heritage/info\\_sheets/info\\_sheet\\_8principles.htm](http://www.culture.gov.on.ca/english/heritage/info_sheets/info_sheet_8principles.htm))



### Standards for the Conservation of Historic Places in Canada

1. Conserve the *heritage value* of a historic place. Do not remove, replace, or substantially alter its intact or repairable *character-defining elements*. Do not move a part of a *historic place* if its current location is a *character-defining element*.
2. Conserve changes to a *historic place* which, over time, have become *character-defining elements* in their own right.
3. Conserve *heritage value* by adopting an approach calling for *minimal intervention*.
4. Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other *historic places* or other properties or by combining features of the same property that never coexisted.
5. Find a use for a *historic place* that requires minimal or no change to its *character-defining elements*.
6. Protect and, if necessary, stabilize a *historic place* until any subsequent *intervention* is under-taken. Protect and preserve archaeological resources in place. Where there is potential for disturbance of archaeological resources, take mitigation measures to limit damage and loss of information.
7. Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.
8. Maintain *character-defining elements* on an ongoing basis. Repair *character-defining elements* by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of *character-defining elements*, where there are surviving prototypes.
9. Make any *intervention* needed to preserve *character-defining elements* physically and visually compatible with the *historic place*, and identifiable upon close inspection. Document any intervention for future reference.

### **Additional Standards Relating to Rehabilitation**

1. Repair rather than replace *character-defining elements*. Where *character-defining elements* are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the *historic place*.
2. Conserve the heritage value and *character-defining elements* when creating any new additions to a historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.
3. Create any new additions or related new construction so that the essential form and integrity of a *historic place* will not be impaired if the new work is removed in the future.



### **Additional Standards Relating to Restoration**

1. Repair rather than replace *character-defining elements* from the restoration period. Where *character-defining elements* are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.
2. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

(Source: Excerpted from Parks Canada's *Standards and Guidelines for the Conservation of Historic Places in Canada*, 2003)



### APPENDIX C: Qualifications

The Cultural Heritage Specialist and Report Writer for the subject Heritage Impact Assessment is **Ms. Lindsay Popert** (MA, Heritage Conservation), Archaeological Services Inc. Ms. Popert is academically trained in heritage conservation principles and practices and has had eight years of experience in the field of cultural heritage resource management. She has managed and conducted dozens of built heritage and cultural landscape assessments, heritage evaluations, heritage recordings and heritage impact assessment reports as required for various environmental assessment and planning studies in the Province of Ontario. Ms. Popert has extensive experience conducting research and field review assessments of cultural heritage resources in a wide variety of settings, including urban centres, rural areas, and sparsely developed areas in northern Ontario. Ms. Popert is a member of the Canadian Association of Heritage Professionals.

**Rebecca Sciarra** (MA, Canadian Studies), Manager and Cultural Heritage Specialist at ASI, served as Senior Project Manager and Report Reviewer for the present study. She manages the company's Built Heritage and Cultural Heritage Landscape Planning Division. Ms. Sciarra has managed and conducted numerous built heritage and cultural landscape assessments, heritage bridge evaluations, impact assessment reports and heritage evaluations as required for various environmental assessment and planning studies in the Province of Ontario. She also has extensive experience conducting literature reviews of heritage conservation policy and practice and developing Official Plan policies. Ms. Sciarra has a specific interest in methods for identifying, analyzing, and evaluating cultural heritage landscapes and has conducted cultural heritage landscape assessments in a wide variety of settings, including analysis of a site's significant views. Ms. Sciarra is a member of the Canadian Association of Heritage Professionals.



#### **APPENDIX D: Communications**

Kathleen Hicks, Historian and Author, October 18<sup>th</sup> 2012.

Paula Wubbenhurst, Heritage Coordinator, City of Mississauga. October 11<sup>th</sup>, 2012.

Matthew Wilkinson, Historian, Mississauga Heritage Foundation. October 11<sup>th</sup>, 2012.



