

AGENDA



HERITAGE ADVISORY COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA

TUESDAY, APRIL 14, 2015 – 9:30 A.M.

COUNCIL CHAMBER

SECOND FLOOR, CIVIC CENTRE

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

<http://www.mississauga.ca/portal/cityhall/heritageadvisory>

Members

Councillor George Carlson, Ward 11 (Chair)
Rick Mateljan, Citizen Member (Vice-Chair)
Councillor Carolyn Parrish, Ward 5
Michael Battaglia, Citizen Member
Elizabeth Bjarnason, Citizen Member
Robert Cutmore, Citizen Member
David Dodaro, Citizen Member
Lindsay Graves, Citizen Member
James Holmes, Citizen Member
Cameron McCuaig, Citizen Member
Paul McGuigan, Citizen Member
Matthew N. Wilkinson, Citizen Member

CONTACT PERSON: Mumtaz Alikhan, Legislative Coordinator, Office of the City Clerk

Telephone Number: 905-615-3200, ext. 5425; Fax Number: 905-615-4181

Email Address: mumtaz.alikhan@mississauga.ca

NOTE: Heritage Impact Assessments related to properties in this Agenda can be viewed in person by appointment in Heritage Office, Culture Division, 201 City Centre Drive, 2nd Floor – 905-615-3200 ext. 4064

CALL TO ORDER

APPROVAL OF AGENDA

DECLARATIONS OF CONFLICT OF INTEREST

DEPUTATIONS - Nil

MATTERS TO BE CONSIDERED

1. Approval of Minutes of Previous Meeting held on March 10, 2015
2. Proposed Heritage Designation and Alteration, Scruton House, 307 Queen Street South (Ward 11)
Corporate Report from the Commissioner of Community Services dated March 31, 2015:

RECOMMENDATION

1. That the Scruton House, 307 Queen Street South, be designated under the *Ontario Heritage Act* for its physical/design, historical/associative and contextual value.
 2. That, should the property be protected with notice of intent to designate, the proposed addition be approved.
3. Request to Alter a Heritage Listed Property, 141 Lakeshore Road East Road (Ward 1)
Corporate Report from the Commissioner of Community Services dated March 17, 2015:

RECOMMENDATION

That the request to alter the property at 141 Lakeshore Road East, as described in the report from the Commissioner of Community Services, dated March 17, 2015, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

4. Request to Alter a Heritage Designated Property, Lakeview Golf Course, 1190 Dixie Road (Ward 1)
Corporate Report from the Commissioner of Community Services dated March 17, 2015:

RECOMMENDATION

That the request to alter the property at 1190 Dixie Road, as described in the report from the Commissioner of Community Services, dated March 17, 2015, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

5. Request to Demolish a Heritage Listed Property, 1276 Clarkson Road North (Ward 2)
Corporate Report from the Commissioner of Community Services dated March 17, 2015:

RECOMMENDATION

That the property at 1276 Clarkson Road North be removed from the City's Heritage Register.

6. Request to Demolish a Heritage Listed Property, 1320 Minaki Road, (Ward 1)
Corporate Report from the Commissioner of Community Services dated March 17, 2015:

RECOMMENDATION

That the property located at 1320 Minaki Road, (Ward 1), which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

7. Heritage Advisory Committee Terms of Reference

RECOMMENDATION

That the Terms of Reference for the 2014-2018 Heritage Advisory Committee, dated April 14, 2015, be approved.

8. Sub-Committee Appointments
(a) Heritage Designation Subcommittee
(b) Public Awareness Subcommittee

9. INFORMATION ITEMS – Nil.

DATE OF NEXT MEETING – Tuesday, May 19, 2015 at 9:30 a.m., Council Chamber

OTHER BUSINESS

ADJOURNMENT



DRAFT MINUTES

HERITAGE ADVISORY COMMITTEE

THE CORPORATION OF THE CITY OF MISSISSAUGA

TUESDAY, MARCH 10, 2015 – 9:30 A.M.

COUNCIL CHAMBER

SECOND FLOOR, CIVIC CENTRE

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

www.mississauga.ca

MEMBERS PRESENT:

Councillor George Carlson, Ward 11
 Councillor Carolyn Parrish, Ward 5
 Elizabeth Bjarnason, Citizen Member
 Robert Cutmore, Citizen Member
 David Dodaro, Citizen Member
 Lindsay Graves, Citizen Member
 James Holmes, Citizen Member
 Rick Mateljan, Citizen Member
 Cameron McCuaig, Citizen Member
 Paul McGuigan, Citizen Member
 Matthew N. Wilkinson, Citizen Member

MEMBER ABSENT:

Michael Battaglia, Citizen Member

STAFF PRESENT:

Mark Warrack, Manager, Culture and Heritage Planning, Culture Division
 Paula Wubbenhorst, Senior Heritage Coordinator, Culture Division
 Elaine Eigl, Heritage Coordinator, Culture Division
 Mumtaz Alikhan, Legislative Coordinator

CALL TO ORDER – 9:31 a.m.

Mumtaz Alikhan, Legislative Coordinator, Office of the City Clerk, called the meeting to order.

Appointment of Chair

Ms. Alikhan City Clerk called for nominations for appointment to the office of the Chair for the Heritage Advisory Committee (HAC) for the term ending November 30, 2018.

No further nominations were received.

Councillor Parrish nominated Councillor George Carlson for appointment to the office of the Chair for the Heritage Advisory Committee for the term ending November 30, 2018. The nomination was seconded by James Holmes.

RECOMMENDATION

HAC-0004-2015

That Councillor George Carlson be appointed Chair of the Heritage Advisory Committee for the term ending November 30, 2018, or until a successor is appointed.

Approved (Councillor C. Parrish)

At this point, Councillor Carlson took over the Chair.

Appointment of Vice-Chair

Councillor Carlson called for nominations for appointment to the office of the Vice-Chair for the Heritage Advisory Committee for the term ending November 30, 2018.

No further nominations were received.

J. Holmes nominated Rick Mateljan for appointment to the office of Vice-Chair. The nomination was seconded by Councillor Parrish.

RECOMMENDATION

HAC-0005-2015

That Rick Mateljan be appointed Vice-Chair of the Heritage Advisory Committee for the term ending November 30, 2018, or until a successor is appointed.

Approved (J. Holmes)

APPROVAL OF AGENDA

Councillor Carlson noted that Andrew Douglas, Grants Officer, Culture Division, will make a brief deputation with respect to the Designated Heritage Property Grant Assessment Panel. Councillor. The agenda was approved as amended.

Approved (M. Wilkinson)

DECLARATIONS OF CONFLICT OF INTEREST - None.DEPUTATIONS

Andrew Douglas, Grants Officer, Culture Division, advised that three members of the Heritage Advisory Committee were required for the Designated Heritage Property Grant Assessment Panel (Panel) for the term ending November 2018. The Panel reviews all Heritage grant applications and a commitment of a half day per annum was required. M. Wilkinson, R. Mateljan and D. Dodaro volunteered to serve on the Panel which is scheduled to meet on April 7, 2015.

RECOMMENDATION

HAC-0006-2015

That Matthew Wilkinson, Rick Mateljan and David Dodaro, Members of the Heritage Advisory Committee, be appointed to serve on the Designated Heritage Property Grant Assessment Panel for the term ending November 30, 2018.

Approved - (J. Holmes)

MATTERS CONSIDERED

1. Approval of Minutes of Previous Meeting held on February 10, 2015

The Minutes of the Heritage Advisory Committee Meeting held on February 10, 2015 were approved as presented.

Approved (J. Holmes)

2. Proposed Heritage Designation and Alteration, Scruton House, 307 Queen Street South (Ward 11)

Megan Hobson, Project Consultant, was in attendance to answer questions and give some feedback on the recommendations.

The Committee raised the following issues:

- Unusual to have an attached garage creating a very large structure at the back of the building;
- The addition will be very visible from the street and landscaping cannot hide it;
- Suggested a break in the roof line of the rear addition as the current proposal makes it monotonous and overwhelms the existing building.

Ms. Hobson noted that due to the narrowness of the lot, there was not enough room for a detached garage so an attached garage is incorporated behind the heritage building to minimise the impact on Queen Street. With respect to making the addition to the house the same roof height Ms. Hobson said that the rear portion was found to be plank on plank construction and although the original proposal was to remove that section, the Owners decided to preserve the heritage value by retaining it. She noted that landscaping features will mitigate visibility from the street.

After further discussion, the Committee felt that it could not support the current proposal. The proposed elevation is not appropriate for the site and the garage should be detached in keeping with the era. The Committee called for a deferral of this item until a new proposal is submitted, but agreed that an extension be granted to the Owners with respect to the Designated Heritage Property Grant.

RECOMMENDATION

HAC-0007-2015

1. That the Corporate report from the Commissioner of Community Services dated February 17, 2015 entitled *Proposed Heritage Designation and Alteration, Scruton House, 307 Queen Street South (Ward 11)*, be received;
2. That the designation under the *Ontario Heritage Act* of the Scruton House, 307 Queen Street South, for its physical/design, historical/associative and contextual value, be deferred until a redesign of the proposed restoration and addition is conducted;
3. That the City accept a 2015 Designated Heritage Property Grant application for the subject address within the timelines allotted, conditional upon (at minimum) the property being designated under the *Ontario Heritage Act*.

Received (R. Mateljan)

3. Request to Demolish Heritage Listed Properties, 5175 and 5215 Mississauga Road, (Ward 11)

Corporate Report from the Commissioner of Community Services dated February 17, 2015:

RECOMMENDATION

HAC-0008-2015

That the properties located at 5175 and 5215 Mississauga Road, which are listed on the City's Heritage Register, are not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

Approved (L. Graves)

4. Request to Demolish a Heritage Listed Property, 169 Donnelly Drive (Ward 1)

Corporate Report from the Commissioner of Community Services dated February 17, 2015:

RECOMMENDATION

HAC-0009-2015

That the property at 169 Donnelly Drive, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

Approved (R. Mateljan)

5. Request to Demolish a Heritage Listed Property, 1312 Stavebank Road (Ward 1)

Corporate Report from the Commissioner of Community Services dated February 17, 2015:

RECOMMENDATION

HAC-0010-2015

1. That the property at 1312 Stavebank Road, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.
2. That an interpretive plaque, recognizing the residency of artist Thomas Keith Roberts at the subject property, be installed at the public right-of-way at the owner's expense, with approval and text/image design by the City.

Approved (M. Wilkinson)

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

Corporate Report from the Commissioner of Community Services dated February 17, 2015:

RECOMMENDATION

HAC-0011-2015

That the request to alter the property at 4300 Riverwood Park Lane, as described in the report from the Commissioner of Community Services, dated February 17, 2015, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Approved (P. McGuigan)

7. Request to Demolish a Heritage Listed Property, 973 Tennyson Avenue (Ward 2)

Corporate Report from the Commissioner of Community Services dated February 17, 2015:

RECOMMENDATION

HAC-0012-2015

That the property at 973 Tennyson Avenue, which is listed on the City's Heritage Register, is not worthy of heritage designation, and consequently, that the owner's request to demolish proceed through the applicable process.

Approved (C. McCuaig)

8. Heritage Impact Statement, 866 Tennyson Avenue

Memorandum dated February 17, 2015 from Paula Wubbenhorst, Senior Heritage Coordinator for receipt.

RECOMMENDATION

HAC-0013-2015

That the Memorandum dated February 17, 2015 from Paula Wubbenhorst, Senior Heritage Coordinator, with respect to the proposed renovation of the existing house located at 866 Tennyson Avenue, listed on the City's Heritage Register, be received for information.

Received (R. Cutmore)

9. 2015 Heritage Advisory Committee Meeting Schedule**RECOMMENDATION**

HAC-0014-2015

That the Memorandum dated March 3, 2015 from Mumtaz Alikhan, Legislative Coordinator, entitled 2015 Heritage Advisory Committee Meeting Dates, be received for information.

Received (R. Mateljan)

10. Information Items – Nil.

DATE OF NEXT MEETING – Tuesday, April 14, 2015 at 9:30 a.m., Council Chamber

OTHER BUSINESS

- (a) Ms. Wubbenhorst advised that the Joint Peel Heritage Committee Meeting has been scheduled for Friday May 8, 2015 at the Holcim Waterfront Estate and will be contacting Committee Members shortly with details. With respect to the Business Plan, Ms. Wubbenhorst advised that once the work on the Museums and Heritage Strategic Plan is underway, more direction will be forthcoming and an off-site session will be organized for the Committee towards this undertaking.
- (b) R. Cutmore advised that the Port Credit Business Association is funding seven Heritage Walks in April for the Port Credit area.
- (c) Ms. Alikhan advised that the Committee's Terms of Reference and the draft Terms of Reference for the Meadowvale Village Heritage Conservation District Advisory Sub-Committee will be on the April agenda. As well, appointments to the Heritage Designation Sub-Committee and Public Awareness Sub-Committee will be made in April.

ADJOURNMENT – 10:29 a.m.



Corporate Report

Clerk's Files

Originator's
Files

DATE: March 31, 2015

TO: Chair and Members of the Heritage Advisory Committee
Meeting Date: April 14, 2015

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

SUBJECT: **Proposed Heritage Designation and Alteration
Scruton House
307 Queen Street South
(Ward 11)**

- RECOMMENDATION:**
1. That the Scruton House, 307 Queen Street South, be designated under the *Ontario Heritage Act* for its physical/design, historical/associative and contextual value.
 2. That, should the property be protected with notice of intent to designate, the proposed addition be approved.

BACKGROUND: John Scruton (1828-96) presumably built the main house at the subject property upon purchasing it in 1856. It is a one-and-a-half storey Gothic Revival "Ontario Cottage" built in the horizontal plank method.

The owner seeks to expand the house to include a second residence. In response, staff recommended that the property be designated under the *Ontario Heritage Act* and that the proposed expansion be approved, with conditions. The full report and these recommendations formed part of the March 2015 Heritage Advisory Committee agenda. The committee recommended deferral of both the designation and the alteration.

COMMENTS:

The owner has modified the proposal. It is attached as Appendix 1. An additional material (stucco with a roughcast finish), varied roof forms and improved window articulation bring some needed variation to the long addition proposed on the March agenda.

As such, staff recommend that the property now be protected with a notice of intent to designate and that the proposal be approved. A revised designation by-law is attached as Appendix 2.

FINANCIAL IMPACT: There is no financial impact.

CONCLUSION:

With the current proposed addition and revised heritage designation by-law, the Scruton House should be designated under the *Ontario Heritage Act* and the alteration should be approved.

ATTACHMENTS:

Appendix 1: Revised Proposal
Appendix 2: Revised designation statement



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

Prepared By: Paula Wubbenhorst, Senior Heritage Coordinator

March 30, 2015

Attn: Mississauga Cultural Division/Heritage and Heritage Advisory Committee

From: Greg Reeves

Re: Proposed Alteration and Designation of Scruton House
307 Queen St. S, Streetsville

Subject: Response to HAC meeting of March 10, 2015 and ensuing Site meeting of
March 24, 2015

Included with this letter is a revised set of the Site Plan Approval drawings that reflects the recommendations in the Agenda of the HAC March 10 meeting, comments made at the meeting, and the follow-up site meeting at Scruton House. I have also had two 3-D views prepared to help with the elevations.

Councillor George Carlson, Councillor Carolyn Parrish, Mark Warrack, Paula Wubbenhorst, and Elaine Egle met with Greg Reeves at the house on March 24, 2015.

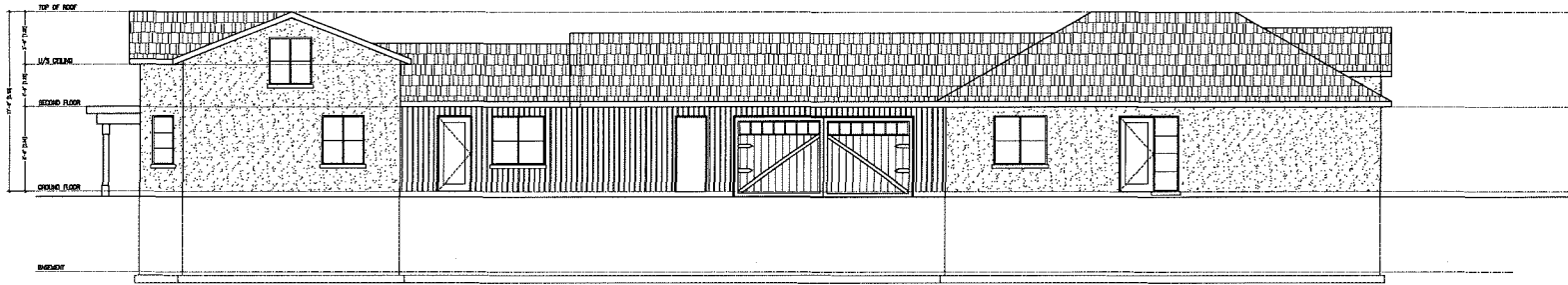
Various discussions and site review concluded with Greg submitting the attached revised drawings. in summary:

1. The window frames have been restored and maintained. The sashes have been replaced with like materials and design. The original sashes have been labelled and stored.
2. The north façade has been altered as follows:
 - the roof line of the addition is changed to hip ends to soften the visual impact view from the cemetery
 - a gabled dormer is placed on the east end instead of a vaulted window to better reflect the styling of the dormer on the west facing heritage house
 - the exterior wall materials are altered to include a stucco section on the east end. This is to break up the wall and define the board and baton garage in the middle. The heritage cottage portion on the west end will be original texture and colour stucco.
3. The fenestration has been altered as follows
 - two small windows are placed into the garage section to better define it has a shed
 - two windows similar sized to the heritage cottage are placed into the east addition to define it as living quarters
4. The landscaping has been reviewed with the Department of Cemeteries and at the site meeting. It is agreed that a suitable fencing would be cedar rail similar to the Kindree Historical Cemetery. This will define the properties while promoting their heritage.

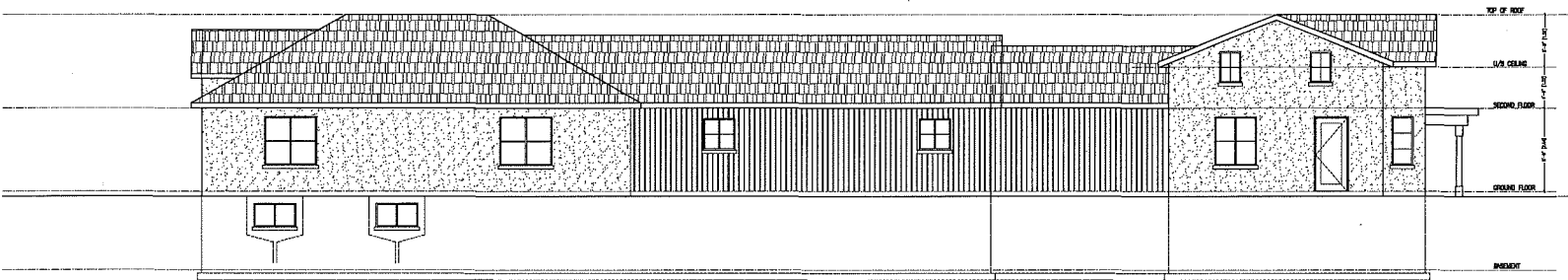
I trust the above meets with your approval and I look forward to moving along with this project.

Regards,
Greg Reeves
905-334-1941 greeves@arjayeng.com

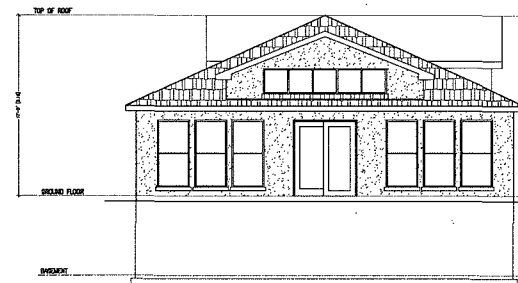
2-5



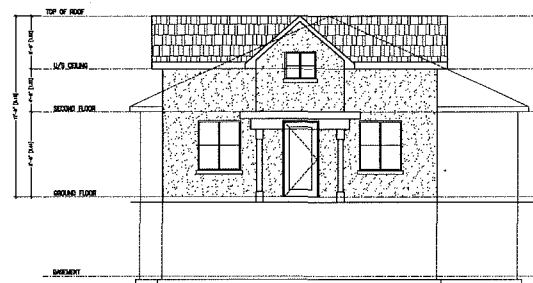
4 WEST ELEVATION
A3 SCALE: 1/8"=1'-0"



3 EAST ELEVATION
A3 SCALE: 1/8"=1'-0"



2 EAST ELEVATION
A3 SCALE: 1/8"=1'-0"



1 WEST ELEVATION
A3 SCALE: 1/8"=1'-0"

Axis Architects Inc.
The drawings and specifications are to be used for construction only when signed by the Architect. Check all other conditions, levels and dimensions. Report any discrepancy to the Architect prior to proceeding with work. Use the scale drawings. All drawings and specifications are property of the Architect and must be returned upon completion of the work. All work to conform to the Ontario Building Code.

Rev. No.	Comments	Date



ISSUED FOR REVIEW

AXIIS
ARCHITECTS

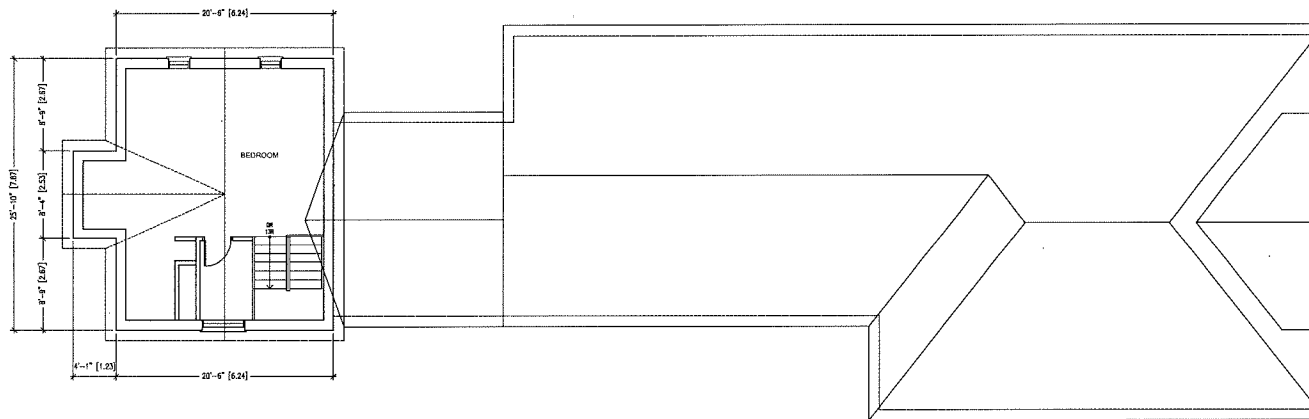


2009 Lawrence Ave. West
Toronto, Ontario
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M9N 3V2
Tel: (416) 710-6779
Fax: (416) 241-0704

Project
**PROPOSED
ONE STOREY ADDITION**
307 QUEEN STREET,
MISSISSAUGA, ONTARIO

Drawing
ELEVATIONS

Drawn By: DLP	Reviewed By: RP
Project No.	A3
Scale	
Date MARCH, 2015	



1
A2
SECOND FLOOR PLAN
SCALE: 1/8"=1'-0"

Axis Architects Inc.
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Rev. No.	Comments	Date



ISSUED FOR REVIEW

AXIIS
ARCHITECTS

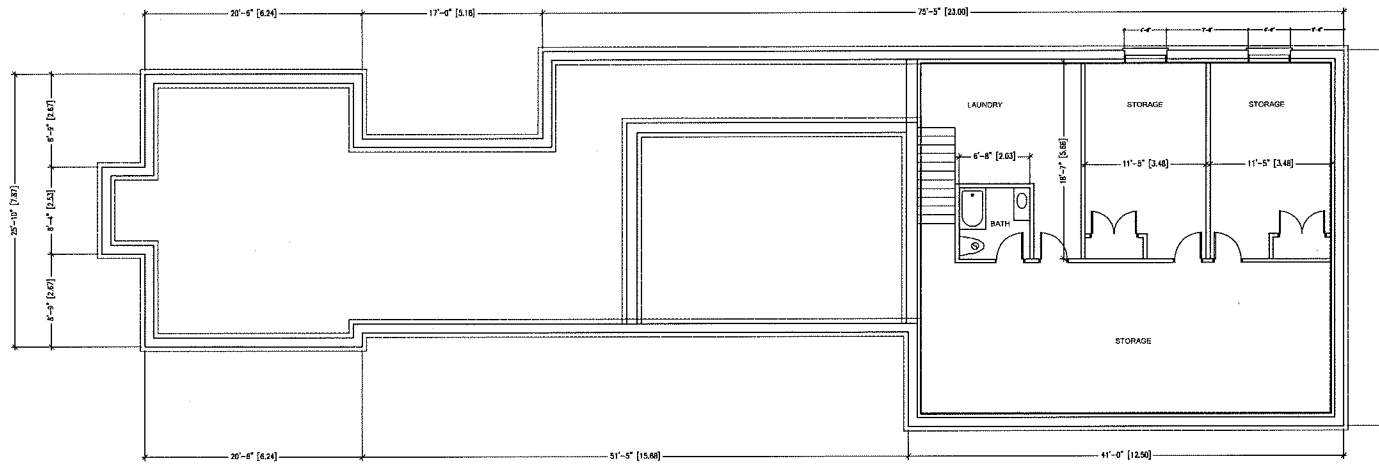


2009 Lawrence Ave. West
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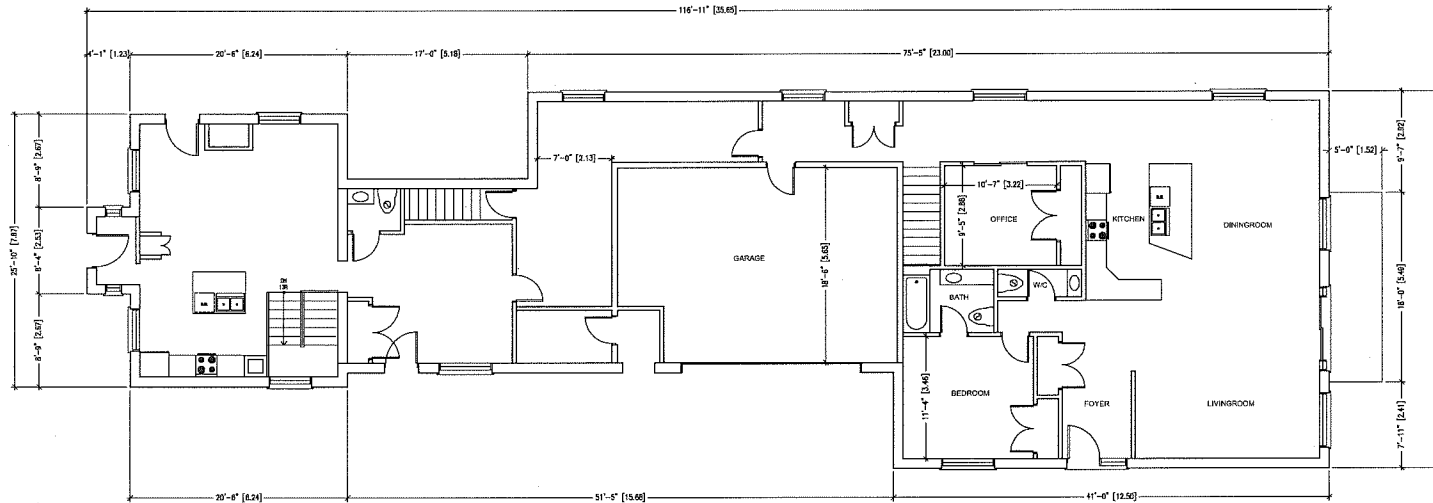
Project
**PROPOSED
ONE STOREY ADDITION
307 QUEEN STREET,
MISSISSAUGA, ONTARIO**

Drawing
GROUND FLOOR PLAN

Drawn By: DLP	Reviewed By: RP
Project No.	A2
Scale	
Date MARCH, 2015	



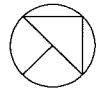
1
A1 BASEMENT PLAN
SCALE: 1/8"=1'-0"



2
A1 GROUND FLOOR PLAN
SCALE: 1/8"=1'-0"

Axis Architects Inc.
The drawings and specifications are to be used for construction only when signed by the Architect. Check all site conditions, levels and dimensions. Report any discrepancy to the Architect prior to proceeding with work. Do not scale drawings. All drawings and specifications are property of the Architect and must be returned upon completion of the work. All work to conform to the Ontario Building Code.

Rev. No.	Comments	Date



ISSUED FOR REVIEW

AXIIS
ARCHITECTS



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Fax: (416) 241-0704

Project
**PROPOSED
ONE STOREY ADDITION
307 QUEEN STREET,
MISSISSAUGA, ONTARIO**

Drawing
**BASEMENT PLAN
GROUND FLOOR**

Drawn By: DLP	Reviewed By: RP
Project No.	A1
Scale	
Date MARCH, 2015	

Designation Statement – 307 Queen Street South

Description of Property

The property located at 307 Queen Street South in the historic village of Streetsville, known as the Scruton House, is the site of a dwelling comprised of two distinct parts. The one-storey section, thought to be the earliest part of the house, was built in a style of construction which differs from that of the one-and-a-half-storey section. The one-storey section, at the rear of the structure, is believed to have been built sometime in the second quarter of the nineteenth century. It was built in the stacked plank method. The one-and-a-half-storey portion of the dwelling, which fronts onto Queen Street South, was built in the horizontal plank method. It is believed to have been constructed later, possibly around the time Scruton purchased the property. Architecturally, the structure is a Gothic Revival style dwelling which is often identified as an “Ontario Cottage”. It is situated on the east side of Queen Street South, adjacent to the former ‘Scotch Burying Ground’, now Streetsville Memorial Cemetery. Today, the property lies just south of the main commercial core of the village, in an area which is a mix of residential and commercial properties.

Statement of Cultural Heritage Value or Interest

307 Queen Street South has physical/design value as a representative example of a modest vernacular Gothic Revival style dwelling. The building displays a moderate degree of craftsmanship and artistic merit.

307 Queen Street South has historical/associative value because of its association with Timothy Street, the namesake of the village, who purchased all 200 acres of the original Crown Grant in 1822. The earliest section of the existing dwelling was likely constructed during his tenure. Further, the property has historical/associative value because of its association with John and Louis Scruton, long-time residents and prominent local businessmen, who contributed to the prosperity of mid-nineteenth century Streetsville. Moreover, the property yields information that contributes to an understanding of nineteenth-century settlement culture in Toronto Township. The stacked plank construction method, used to build the early nineteenth century section of the dwelling, was often found in mill towns with their abundance of old growth forest. Physically, the one-and-a-half storey Gothic Revival dwelling was constructed in a style which reflects the architectural preferences of the early English, Scottish and Irish immigrants who settled the area. Further, the later construction of the one-and-a-half storey section of the building is indicative of the increasing prosperity of the land owner. Typically, initial settlement dwellings were modest and quickly constructed. These were augmented or replaced by more spacious and often ornate ‘second generation’ dwellings. Such is the case on the subject property.

307 Queen Street South has significant contextual value in defining, maintaining and supporting the character of the area. This is due to its residential character and proximity to remnants of Streetsville's early history, including both the village's historic thoroughfare and nineteenth-century St. Andrew's Presbyterian Church and Scotch Burying Ground. Similarly, the structure remains physically, functionally and historically linked to its surroundings.

Description of Heritage Attributes

Key attributes that reflect the property's physical/design value:

- The vernacular Ontario Cottage style of construction, with its Gothic Revival architectural features
- The shape, form and materials of the dwelling, which, as an integral part of Streetsville's portfolio of heritage buildings, represents a period landscape of a small early Ontario village

The one-and-a-half-storey section's:

- Symmetrical, modestly unadorned, 3-bay west façade, fronting onto Queen Street South, including its material, shape, form
- Setback from Queen Street South
- Early/original roughcast stucco exterior finish over wood lath which covers the early/original vertical wood siding
 - Note: Recently, the roughcast stucco finish has been removed. Future consideration must be given to the restoration of the historic roughcast stucco finish, applied in an approved nineteenth century method
- West façade's projecting frontispiece, or porch, which houses the main entry way, topped by a gable roof
- Decorative brackets, including their material, shape, form and location
- Wood pilasters bracketing the front door, their material, shape, form and location
- Decorative wood bargeboard
- Gable roof, including its shape and form
- Tall symmetrical brick chimneys including their material, shape, form and location
- Wood front door with its arched four-over-four window, with its wood muntin bars, and its early hardware, including its material, shape, form and location
- Entry way's fixed casement wood windows (north and south façades), and their four-pane, wood muntin bar configuration, including their material, shape, form and location
- Second floor arched gothic window aperture, topped by a louvered wood shutter, including its material, shape, form and location
- Second floor three-by-three, hinged 'casement' style wood window, with wood muntin bars, above the main entry way, including its material, shape, form and location
- Two-over-two and six-over-six double hung wood windows, with wood muntin bars, including their material, shape, form and location

- Six-over-six double hung wood window, with wood muntin bars and half-moon decorative wood header, including its material, shape, form and location within the south wall
- Wooden sills

The one-storey stacked-plank section's:

- Modest, unadorned façades, including their material, shape, form and location on the property
- Underlying stacked plank walls
- Wooden sills
- Two-over-two and six-over-six double hung wood windows, with wood muntin bars, including their material, shape, form and location
- Gable roof with return eaves

Key attributes that reflect the property's historical/associative value:

- Its location within a residential character area in the village of Streetsville
- Its proximity to the commercial core of Streetsville, where the Scruton family carried out their various business ventures
- Its adjacency to the Streetsville Memorial Cemetery, formerly the Scotch Burying Ground, where the Scruton family likely carried out their various business ventures
- Its location on land once owned by Timothy Street, the namesake of the village
- Its one-storey massing and one-and-a-half storey massing, which are indicative of the transition from the earliest settlement dwellings and the next generation settlement dwellings
- Its various early to mid-nineteenth century construction methods, including stacked-plank and horizontal plank walls; and its traditional stucco exterior
- Its proximity to Queen Street South, with its minimal open space between the projecting frontispiece and the public right-of-way
- Its Gothic Revival architecture features; including, but not limited to the front gable and decorative bargeboard; the arched Gothic window in the gable with its louvered shutter; the open porch over the main entrance with decorative brackets; and, the wooden pilasters around the front door

Key attributes that reflect the property's contextual value:

- Its location on Queen Street South within the core of the community which retains the distinct scale and character of a rural farming town
- Its residential character, including its large lot, mature trees, the dwelling's relatively modest massing relative to the size of the property, and the dwelling's proximity to the street front, all of which serve to characterize the south end transitional approach to the commercial core of the village

- Views of the dwelling from Queen Street South, the Streetsville Memorial Cemetery, and to a lesser degree from Church Street which forms the eastern boundary of the property
- The role it plays as part of village's portfolio of heritage buildings, with their consistent scale and period "small village" landscape elements, all of which helps to identify Streetsville as a significant cultural landscape



Corporate Report

Clerk's Files

Originator's
Files

3-1

DATE: March 17, 2015

TO: Chair and Members of the Heritage Advisory Committee
Meeting Date: April 14, 2015

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

SUBJECT: **Request to Alter a Heritage Designated Property**
141 Lakeshore Road East
(Ward 1)

RECOMMENDATION: That the request to alter the property at 141 Lakeshore Road East, as described in the report from the Commissioner of Community Services, dated March 17, 2015, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

BACKGROUND: St. Lawrence Starch Works built its administrative office at the subject site in 1932. The City designated the property under the *Ontario Heritage Act* in 1993 under by-law 446-93.

The owner requests permission to install a ground sign on the property. A letter and drawings, outlining the proposal, are attached as Appendix 1. The owner proposes to install the sign at the north end of the site, to the east of the building, along the west side of the driveway.

As the letter states: "The proposed sign is to be 4.1 metres in height situated on a granite stone base and 2.4 metres in width, double sided." The top portion of the sign would be a changing video screen, with 25% of the content dedicated to marketing local events and

announcements for the Port Credit BIA and the City. The remaining time would be devoted to advertising. The bottom of the sign would be faced with metal panelling and include the names of the building occupants.

COMMENTS:

Section 33.1 of the *Ontario Heritage 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 [...] unless the owner applies to the Council of the municipality.”

The designation statement refers to the “highly visible location [of the building] at the entrance to Port Credit from the northern approach [and that it] provides an important context within the community.” With the sign’s current proposed location, set well back from the corner of Hurontario Street and Lakeshore Road East, the property’s cultural heritage value is not compromised. As such, the application should be approved.

FINANCIAL IMPACT: There is no financial impact.

CONCLUSION:

The applicant proposes to install a large sign at the front of the subject property. The current proposed location, to the east of the building, away from the corner at Hurontario Street, would not detract from the property’s cultural heritage value. As such, the alteration should be approved.

ATTACHMENTS:

Appendix 1: Applicant letter and drawings



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

Prepared By: Paula Wubbenhorst, Senior Heritage Coordinator



141 Lakeshore Road East, Top Floor
Mississauga, Ontario L5G 1E8
Tel: (416) 747-9661 • Fax: (416) 747-9899
1-800-916-FRAM (3726)

Feb. 27th 2015

Paula Wubbenhorst

Heritage Planning
City of Mississauga
201 City Centre Drive, 2nd Floor
Mississauga, ON, L5B 2T4

RE: Application for a Minor Variance to Approve a New Ground Sign – 141 Lakeshore Road East

Ms. Wubbenhorst,

In July of 2014 FRAM Building Group had submitted a Minor Variance Application (14-02115) to approve the installation of a new ground sign located at our head office at 141 Lakeshore Road East in Port Credit. Our application had gone through the review process at the time and was to be brought before Planning and Development Committee on December 8th of 2014. Prior to that meeting we had elected to defer the application in order to meet with city staff regarding the design of the proposed sign.

We have since made alterations to the design and location of the proposed ground sign from the original minor variance application and at this time would like to make a formal submission to Heritage Planning for review and approval, with the intent of continuing through the minor variance application process.

The proposed sign is to be situated at the North East portion of the site, adjacent to existing surface parking lot, as indicated on the site plan drawing. Situated at this location, the sign will remain clear of the main face and entrance of the building, thus ensuring that the cultural heritage value of the building remains prominent and visible. The proposed sign is to be 4.1 m in height situated on a granite stone base and 2.4 m in width, double sided. The bottom portion of the sign will be faced in metal panelling in which will display the companies within the building. This area will be replicated on both sign faces totalling 10.56 m². The top portion of the sign is to be a video changing screen to be replicated on both sign faces for a total of 8.28 m². It is to be noted that 75% of the video coverage is to be used to display advertisements for FRAM Building Group, Slokker Real Estate Group, SWAT Fitness and the Northshore Retirement Home, all in which are located within the office building. In addition, FRAM will commit 25% of video time for displaying both public events and announcements for the Port Credit BIA and the City of Mississauga. More specifically, the 25% video commitment would include advertising for local community events such as Canada Day, Busker Festival and waterfront activities, as well as displaying visual art by local artists.

The submission for a Heritage Permit includes the following:

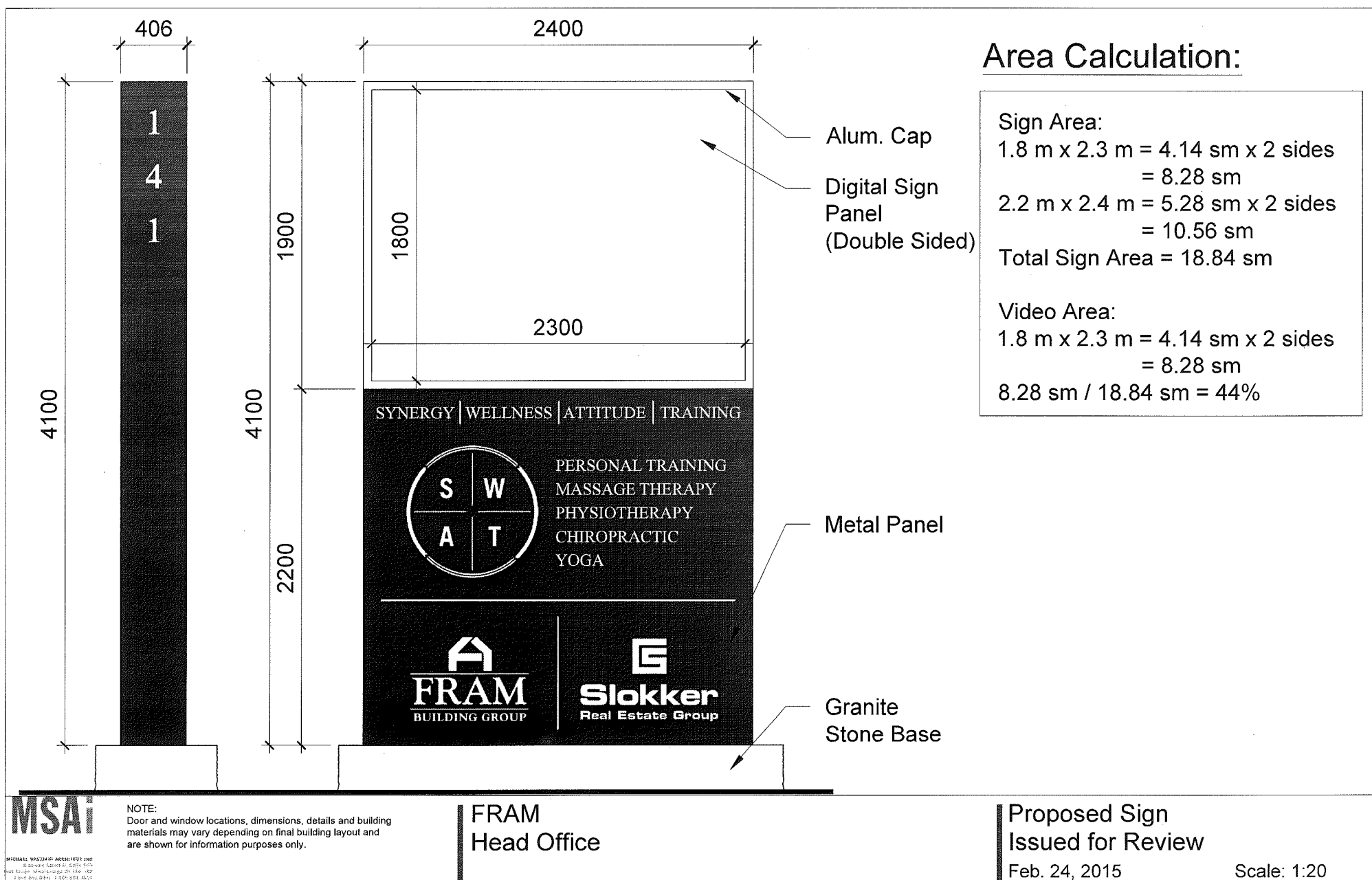
- Signed Heritage Permit Application
- Cover Letter/ Statement of work
- Proposed Site Plan
- Elevation Plan
- Perspective Plan
- Modelled Image
- (3) Letters of Community Support

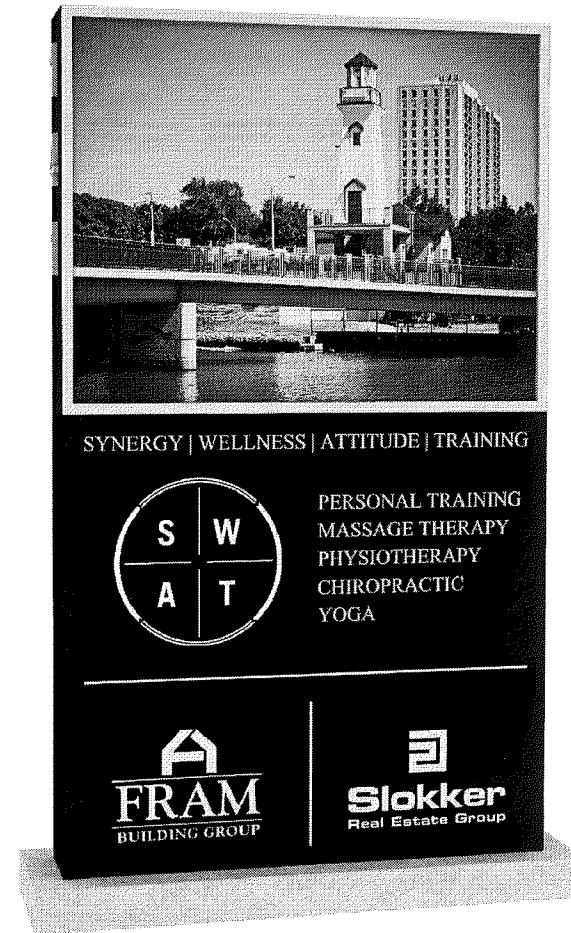
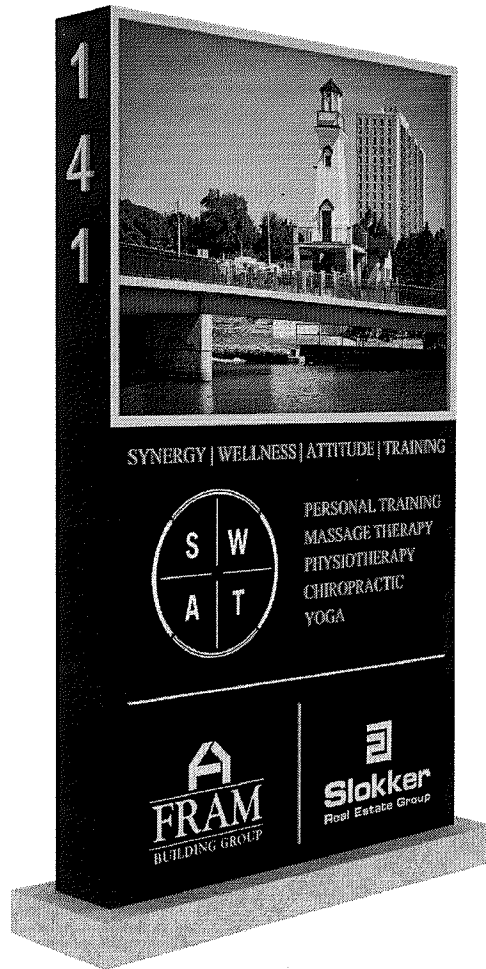
If you have any questions or require any further information please do not hesitate to contact myself at the below information.

Thank you,



Anthony Di Santo, BURPI
Assistant Project Coordinator
FRAM Building Group
141 Lakeshore Rd. E, Top Floor,
Mississauga, ON L5G 1E8
T. (416) 747-9661 Ext. 241
E: adisanto@framgroup.com





MSA

MICHAEL SPADANO ARCHITECTS INC.
4000 Lakeshore Blvd. Suite 1000
Westborough, MA 01581-1000
Tel: 508.366.1000 Fax: 508.366.1001

NOTE:
Door and window locations, dimensions, details and building materials may vary depending on final building layout and are shown for information purposes only.

FRAM
Head Office

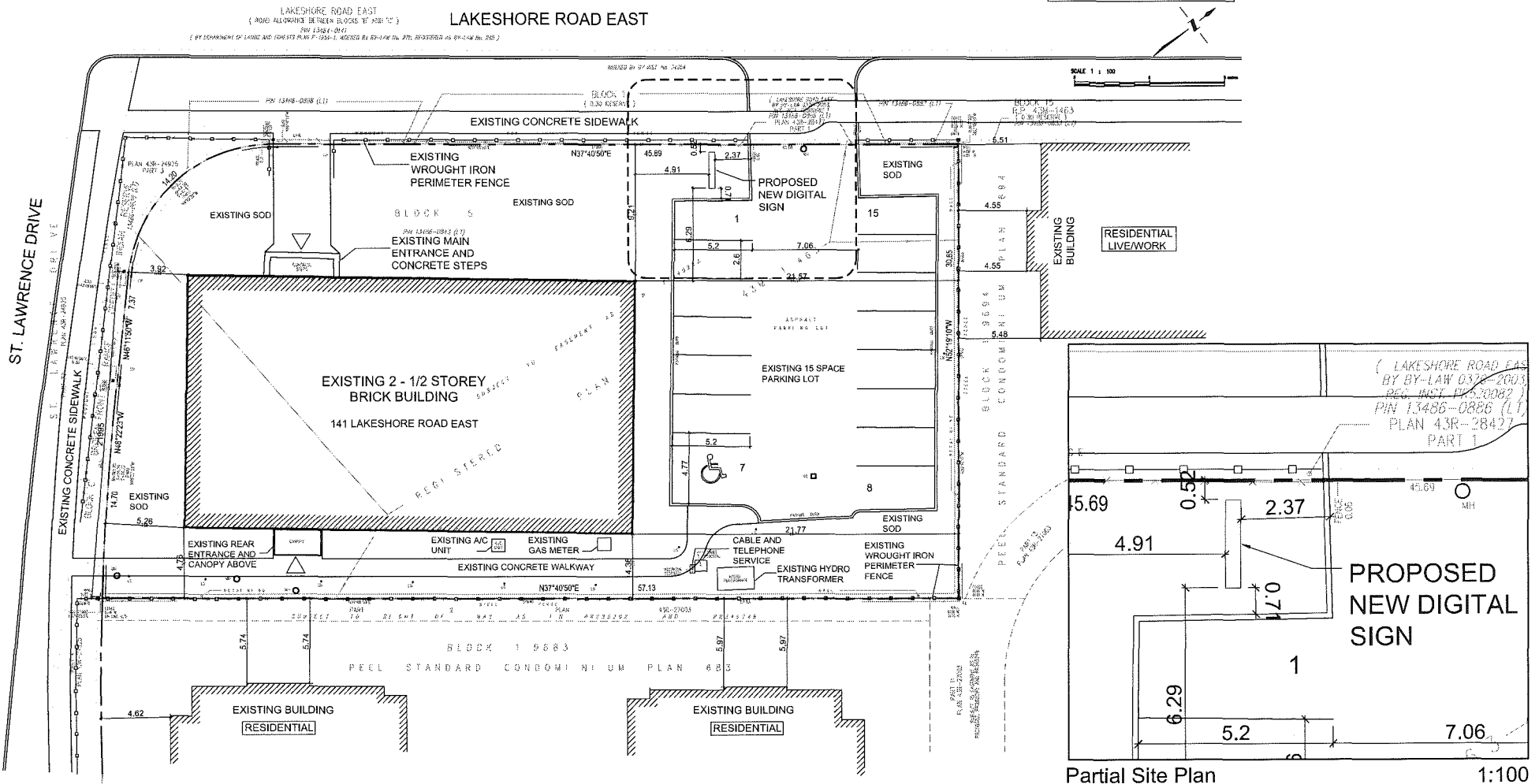
Proposed Sign - Perspective
Issued for Review

Feb. 24, 2015

35



INFORMATION TAKEN FROM SURVEYOR'S REAL
PROPERTY REPORT PART 1 - PLAN SHOWING
BLOCK 5
REGISTERED PLAN 43M-1463
CITY OF MISSISSAUGA
REGIONAL MUNICIPALITY OF PEEL
PREPARED BY J.D. BARNES LIMITED
DATED SEPT. 26, 2004



Partial Site Plan

1:100

MSA

NOTE:
Door and window locations, dimensions, details and building materials may vary depending on final building layout and are shown for information purposes only.

FRAM
Head Office

Proposed Site Plan
Issued for Review

Feb. 24, 2015

Scale: 1:250



Corporate Report

Clerk's Files

Originator's
Files

4-1

DATE: March 17, 2015

TO: Chair and Members of the Heritage Advisory Committee
Meeting Date: April 14, 2015

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

SUBJECT: **Request to Alter a Heritage Designated Property**
Lakeview Golf Course
1190 Dixie Road
(Ward 1)

RECOMMENDATION: That the request to alter the property at 1190 Dixie Road, as described in the report from the Commissioner of Community Services, dated March 17, 2015, be approved and that the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

BACKGROUND: Lakeview Golf Course was established in 1907. The City designated the property under the *Ontario Heritage Act* in 2010 under by-law 0008-2010.

The City's Planning and Building Department is currently considering planning applications submitted by Dunsire Developments to permit the development of lands adjacent to Lakeview Golf Course located at 1177 Haig Boulevard for 30 semi-detached residential dwellings, and 1209 Haig Boulevard for 18 semi-detached residential dwellings.

The Mississauga Official Plan allows the City to require a Heritage Impact Statement (HIS) for development adjacent to property

designated under the *Ontario Heritage Act*. The proponent's HIS, by Baker Turner Inc., is attached as Appendix 1.

The report suggests several modifications to the course to accommodate Dunsire's development. These include planting trees, constructing a 30 foot tall golf ball barrier fence, and shifting the centre line of play of hole 7 by redefining the fairway and shifting the tee.

The drawings in the Appendix represent the final proposal, satisfactory to the City. Dunsire would provide the City with a cash contribution in accordance with the cost estimate, attached as Appendix 2, to allow the City to undertake the proposed golf course work.

COMMENTS:

Section 33.1 of the *Ontario Heritage 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 [...] unless the owner applies to the Council of the municipality."

The Lakeview Golf Course designation statement refers to the placement and orientation of the original tees and fairways. The Dunsire/City proposal alters the tee placement slightly and expands the fairway marginally to the east. These changes are minimal and appropriately preventative. Case law puts the onus on the golf course operator to prevent errant balls from leaving its property. As such, the proposal should be approved.

FINANCIAL IMPACT: There is no financial impact as Dunsire would provide funding.


CONCLUSION:

Dunsire Developments proposes minor changes to Lakeview Golf Course. The Community Services Department has agreed to the proposed changes in principle, provided that Dunsire pay for the changes through a cash contribution to the City. The changes result in minor modifications to the property's heritage attributes and are required by the City for risk management and safety purposes. As such, the proposal should be approved.

ATTACHMENTS:

Appendix 1: Heritage Impact Statement

Appendix 2: Cost Estimate

A handwritten signature in black ink, appearing to read 'P. Mitcham', with a horizontal line extending from the end of the signature.

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

Prepared By: Paula Wubbenhorst, Senior Heritage Coordinator



Landscape Architecture | Site Design

Partners

Edwin S. Baker B.L.A., O.A.L.A., F.C.S.L.A.
Timothy Turner B.L.A., O.A.L.A., C.S.L.A.

Suite 300

8501 Mississauga Road
Brampton ON L6Y 5G8

Tel: (905) 453.9398

Fax: (905) 453.9376

Email: tba@bakerturner.com

LAKEVIEW GOLF COURSE SAFETY MITIGATION MEASURES COST ESTIMATE

As part of File No

OZ 13 10 / 21T-M 13002

OZ 13 11 / 21T-M 13003

1177 Haig Blvd Inc, Mississauga - Residential Development

1209 Haig Blvd Inc, Mississauga - Residential Development

March 09 2015

GOLF COURSE ADJUSTMENT				
Item	Unit	Unit Price	Quantity	Total
1.0 Plant Material				
.1 Deciduous Trees (80mm cal.)	Each	\$450.00	17	\$ 7,650.00
.2 Coniferous Trees (1.8m ht.)	Each	\$300.00	11	\$ 3,300.00
.3 Deciduous Trees (Whip)	Each	\$100.00	13	\$ 1,300.00
2.0 Removal and Replacement of Tee				
.1 Removals of Existing Tee	L.S.	\$1,000.00	1	\$ 1,000.00
.2 Re-Grading of Proposed Tee	m ²	\$10.00	785	\$ 7,850.00
.3 Sodding of New Tee (Bent Grass Sod)	m ²	\$8.00	270	\$ 2,160.00
.4 Sodding of New Tee (Bluegrass Sod)	m ²	\$5.00	515	\$ 2,575.00
3.0 Fairway Expansion				
.1 Mowing regime, aeration and top dressing	m ²	\$0.75	1750	\$ 1,312.50
.2 Overseeding (60% bent grass, 40% perennial rye)	m ²	\$1.35	1750	\$ 2,362.50
4.0 Irrigation				
.1 Heads to cover additional fairway (To be coordinated with existing irrigation system)	Each	\$650.00	8	\$ 5,200.00
5.0 Tree Removals				
.1 Tree Removals, stump grinding & sod repair	Each	\$650.00	5	\$ 3,250.00
TOTAL				\$ 37,960.00

SITE FENCING				
Item	Unit	Unit Price	Quantity	Total
1.0				
.1 10m ht. Chain Link Fence	L.M.	\$1,400.00	32	\$ 44,800.00



Corporate Report

Clerk's Files

Originator's
Files

5-1

DATE: March 17, 2015

TO: Chair and Members of the Heritage Advisory Committee
Meeting Date: April 14, 2015

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

SUBJECT: **Request to Demolish a Heritage Listed Property**
1276 Clarkson Road North
(Ward 2)

RECOMMENDATION: That the property at 1276 Clarkson Road North be removed from the City's Heritage Register.

BACKGROUND: The subject house was likely built for a Grace Pettigrew c. 1928. The City added the subject property to the Heritage Register c. 1990. The current owner filed an application under SPI 13/33 to modify the property, including an addition, which would require the demolition of the garage. The Heritage Advisory Committee reviewed the proposal, as part of a Heritage Impact Statement submission, in March 2014. Council adopted the Committee's recommendation to approve the proposal.

COMMENTS: The current owner has not followed through with the development application. Since that time the house has fallen into disrepair. A Heritage Impact Statement addendum, by Strickland Mateljan Design & Architecture, outlining the situation, is attached as Appendix 1. An engineer's report, by Mark Shoalts, P.Eng., CAHP, is attached as Appendix 2. It should be noted that Shoalts has extensive experience with historic construction methods. It is Shoalts assertion that the house is in such poor repair that he concludes that "demolition [...] is

the best course of action.”

Because the house is in such a state of deterioration, Heritage Planning staff recommend that the property be removed from the City’s Heritage Register. This will allow the applicant to pursue demolition of any extant structures.

FINANCIAL IMPACT: There is no financial impact.

CONCLUSION: A heritage engineer has concluded that the subject house is in such a state of disrepair that he concludes that demolition is the best course of action. As such, Heritage Planning staff recommend that the property be removed from the City’s Heritage Register, enabling the demolition to proceed.

ATTACHMENTS: Appendix 1: Heritage Impact Study Addendum, Strickland
Mateljan Design & Architecture
Appendix 2: Letter from Mark Shoalts, P.Eng, CAHP



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

Prepared By: Paula Wubbenhorst, Senior Heritage Coordinator

February 20, 2015

Addendum to HIS 1276 Clarkson Rd. N., Mississauga

Update:

Since the issuance of the HIS in January 2014 the proposed additions and alterations to this building have come before the Mississauga Heritage Advisory Committee and Mississauga City Council and been favourably received and approved. The project has also continued to proceed through the City of Mississauga Site Plan Approval Process although the file has been inactive for several months.

The property owners' intention was always to renovate the existing building and build the additions as designed once a purchaser was in place for the completed dwelling. They have continued to market the property to prospective purchasers however these efforts have been unsuccessful. I understand that the attitude in the marketplace is that the renovated home as designed and approved is not sufficiently large considering the size of the lot and the character of newer homes in the community. I also understand that there is fear of the implications of heritage designation.

This is a very unfortunate situation but I am satisfied that a good faith effort has been made to market this property and that all reasonable efforts have been made by the owners to attract a buyer.

As this marketing was taking place the condition of the building, which was precarious before, has continued to deteriorate. There has been significant additional damage from water penetration and because the building has been unoccupied and unheated during this period.

An opinion as to the viability of the building in its present condition was sought from Mr. Mark Shoalts P. Eng. CAHP. Mr. Shoalts is a recognized expert in the field of heritage building conservation. He had been retained in 2012 by the building's former owner to give an opinion on the condition of the home and his report at that time concluded that while much of the building was obsolete and there were urgent repairs required to the roof the building was fundamentally sound and suitable for renovation. Upon review of the present condition of the building his conclusion is that renovation is no longer a reasonable option and that demolition of the building should be allowed to take place.

I must regrettably agree with that opinion.

Recommendation:

The conclusion of the HIS that the building does not meet the standard for Part IV designation under the Ontario Regulation 9/06, *Ontario Heritage Act*, remains valid, as does the conclusion that the building does not warrant conservation under the terms of the Provincial Policy Statement. Accordingly, demolition of the building should be allowed to proceed.

February 11, 2015

Rick Mateljan, B.A., Lic. Tech. OAA
Strickland Mateljan Design Associates Ltd
79 Wilson St., Suite 301,
Oakville ON L6K 3G4

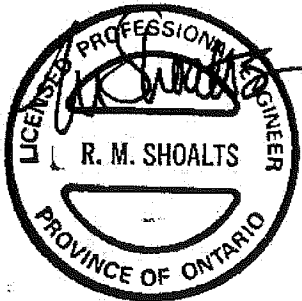
Re: 1276 Clarkson Rd. N., Mississauga

Dear Rick:

Further to my report of January 2012, and your Heritage Impact Statement of January 2014, I have once again reviewed the condition and feasibility of restoring the house at 1276 Clarkson Rd. N. Three years ago, the house was in urgent need of some immediate maintenance, and as I pointed out, both additions to it and many elements of the house were obsolete, in poor repair, and needed replacement. At that time, however, there were substantial portions of the interior of the original house that were in reasonable condition and the masonry walls were sound. The past three years have not been good for the house, and the lack of heat combined with the badly leaking roof has essentially rendered the brick walls as the only salvageable component, and their value is now in question. I must conclude that demolition of the residence and replacement with a sympathetically designed new dwelling is the best course of action for both the property owner and the neighbourhood.

I trust that this is satisfactory, please do not hesitate to contact me should you have any questions.

Sincerely,



Mark Shoalts, P.Eng., CAHP



Corporate Report

Clerk's Files

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Files

6-1

DATE: March 17, 2015

TO: Chair and Members of the Heritage Advisory Committee
Meeting Date: April 14, 2015

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

SUBJECT: **Request to Demolish a Heritage Listed Property**
1320 Minaki Road
(Ward 1)

RECOMMENDATION: That the property at 1320 Minaki Road, which is listed on the City's Heritage Register, is not worthy of heritage 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 has received conditional approval from the OMB to sever the subject property. Permission to demolish is one of the conditions. The subject property is listed on the City's Heritage Register as it forms part of the Mineola West Cultural Landscape. This area is 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 Assessment, by W.E. Oughtred and Associates, is attached as Appendix 1. It is the consultant's conclusion that the house at 1320 Minaki Road 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 the project respects the character of the surrounding community.

FINANCIAL IMPACT: There is no financial impact.

CONCLUSION:

The owner of 1320 Minaki 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 Assessment



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

Prepared By: Paula Wubbenhorst, Senior Heritage Coordinator

City of Mississauga
Memorandum



To: Chair and Members of the Heritage Advisory Committee
Meeting Date: April 14, 2015

From: Mumtaz Alikhan

Date: April 2, 2015

Subject: Heritage Advisory Committee Terms of Reference

The Terms of Reference of the Heritage Advisory Committee were last approved by the previous Committee via Recommendation HAC-0040-2010 dated May 25, 2010.

The Draft Terms of Reference for the Heritage Advisory Committee are attached for review and approval to be subsequently adopted by Council.

Mumtaz Alikhan
Legislative Coordinator
Legislative Services Division
Corporate Services

Encl:



MISSISSAUGA

HERITAGE ADVISORY COMMITTEE TERMS OF REFERENCE

MANDATE

The Mississauga Heritage Advisory Committee (HAC) is an advisory committee of Council established by by-law, to make recommendations to the Council of the City of Mississauga on the identification, conservation and preservation of Mississauga's cultural heritage properties, which include the legal designation.

HAC shall act in an advisory capacity to Council through Reports to General Committee or Council.

OBJECTIVES/GOALS

That the objectives/goals reinforce the link between HAC's objectives and the City's strategic direction and Master Plans.

WORK PLAN

The Heritage Advisory Committee will prepare an annual Work Plan which it will send to General Committee, then to Council at the beginning of each year, as well as a progress update at the end of the year. Committee members shall work collaboratively with City staff to devise the Work Plan to ensure that the workload is manageable and appropriately shared between the two parties. Work plans will be crafted in order to meet the Committee's mandate and objectives as well as the City's Strategic Plan, Master Plans and budgetary capacity.

OPERATION

The Mississauga Heritage Advisory Committee shall operate according to the Council Procedural By-law regulating the operation of meetings of Council and its Committees and within the policies and guidelines of the *Ontario Heritage Act* and the City of Mississauga Strategic Plan. Appointed members are required to attend meetings on a monthly basis to discuss issues related to the mandate of the Committee.

MEMBERSHIP

All members are subject to the Code of Conduct and Complaint Protocol for Local Boards and Corporate Policy 02-01-01: Citizen Appointments to Committees, Boards and Authorities.

RESPONSIBILITIES

Identification of cultural heritage properties:

- examine, research and evaluate all properties and areas that may deserve protection now and in the future

Involving the community and developing partnerships:

- provide a forum for discussion and understanding heritage conservation opportunities and issues

Educating and informing the community:

- promote heritage conservation as well as advise property owners on appropriate conservation and maintenance practices

Assess other legislation affecting cultural heritage properties

- assist in building awareness and the best use of other legislation such as the *Planning Act* that may have implications in heritage conservation

TERM OF OFFICE

1. The Term of Office for Citizen members and Council members on the Mississauga Heritage Advisory Committee shall run concurrent with the term of Council, or until successors are appointed.
2. At the first meeting of the new term of the Mississauga Heritage Advisory Committee, the members shall appoint, from among their number, a Chair and Vice-Chair.
3. Members of Subcommittees will be appointed as required in accordance with Council Procedural By-law. The term of a Subcommittee shall end upon completion of the assigned task(s) and the subsequent submission of the Subcommittee's findings to the parent Committee, unless otherwise directed by Council.

COMPOSITION

The membership on the Mississauga Heritage Advisory Committee shall consist of two Councillors and a minimum of five (5) Citizen members and a maximum of twelve (12) Citizen members appointed by Resolution of Council and in accordance with the City's Corporate Policy and Procedure for Citizen Appointments.

QUORUM

1. A quorum of the Mississauga Heritage Advisory Committee shall result from the presence of a majority of the appointed and elected members, at a time no later than thirty (30) minutes past the time for which the meeting was scheduled and so noted on the agenda or notice of the meeting.

2. The presence of one (1) of the appointed Council members shall be required to establish quorum.
3. Citizen members must comply with the section in the Procedural By-law regarding attendance at meetings.

STAFF RESOURCES

The Heritage Advisory Committee will be assisted by a Legislative Coordinator, appointed by the Office of the City Clerk to oversee all administration detail such as preparing agendas, minutes, and official correspondence and notices. Assistance will also be provided by the City's Heritage Coordinator(s), who will provide research, reports and advice as required. An annual budget will be provided to the Heritage Advisory Committee as approved by Council for committee business, and to cover expenses of members such as attendance at seminars or conferences and mileage for site inspections.

REPORTING

Staff reports will generally be provided through the Commissioner of Community Services. The recommendations from the Heritage Advisory Committee will generally be sent to the City's General Committee, followed by final consideration by City Council.

SUBCOMMITTEES

The Mississauga Heritage Advisory Committee may establish subcommittees from time to time to deal with specific issues. The subcommittees make recommendations to the Heritage Advisory Committee. All appointed members of the subcommittee have the right to vote. The Chair of the subcommittee will be appointed at the first meeting of the subcommittee.