



**AGENDA
HERITAGE ADVISORY COMMITTEE**

October 2, 2024 at 6:30 p.m.

River Plate Room

65 Harwood Avenue South

Meeting No. HAC-2024-08

*Alternative formats available upon request by contacting:
accessibility@ajax.ca or 905-619-2529 ext. 3347*

In-person attendance is permitted at this meeting of the Heritage Advisory Committee. Electronic participation is permitted, on request, pursuant to the Committee’s Terms of Reference.

Anything in **blue** denotes an attachment/link. By clicking the links on the agenda page, you can jump directly to that section of the agenda.

1. Call to Order & Land Acknowledgement

2. Disclosure of Conflict of Interest

3. Approval of Minutes

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4. Presentation/Discussion Items

**4.1. [Hicksite/Brown Cemetery – Surface Survey Mapping \[45 minutes\]](#)
Thomas Meulendyk, University of Toronto**

4.2. [Friends Cemetery – Heritage Tour Results \[15 minutes\]](#) (P. Pryjma)

4.3. [Historical Plaque – DIL Supervisors’ Apartments \[10 minutes\]](#) (M. Sawchuck)

4.4. [Ajax GO Station – Heritage Display Updates \[10 minutes\]](#) (M. Sawchuck)

4.5. [Ontario Heritage Conference – Re-cap \[10 minutes\]](#) (M. Daniels)

5. Ajax Public Library Archives Update (L. McEwan)

6. Correspondence

7. Update from Council

8. Other Business

9. Adjournment

Next Meeting: Wednesday, November 6, 2024, 6:30 p.m. - River Plate Room, Ajax Town Hall



DRAFT MINUTES
Heritage Advisory Committee

September 4, 2024
River Plate Room, Ajax Town Hall
HAC-2024-06

Alternative formats available upon request by contacting:
sarah.moore@ajax.ca or 905-619-2529 ext. 3347

- Committee Members: Bruce Balsdon
Hélène Bellerose
Neil Burnett
Stephen White
Jeff Wood
Trish Matthews, Co-Chair
Mitchell Daniels
Councillor Rob Tyler Morin
Pam Pryjma
Tina Kessler
- Staff: Sarah Moore, Legislative Specialist
Michael Sawchuck, Senior Policy Planner
Laura McEwan, Archives Services Librarian - Library Services
- Regrets: Paul Hébert
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1. Call to Order

Co-Chair Matthews called the Meeting to order at 6:30 p.m. and read the Land Acknowledgement.

2. Disclosure of Conflict of Interest

None.

3. Approval of Minutes

Moved By: N. Burnett
Seconded By: M. Daniels

That the June 4, 2024 Meeting Minutes of the Heritage Advisory Committee be approved.

CARRIED

4. Presentation/Discussion

4.1. 103 Old Kingston Road (Gordon House) – Heritage Permit

M. Sawchuck provided a summary of Heritage Permit Application project for 103 Old Kingston Road for installation of three wall-mounted locking mailboxes along the main (north) façade of

the building. He shared renderings of the work to be completed and noted the permit was approved without conditions.

4.2. 592 Kingston Road West (Davies House) – Heritage Permit

M. Sawchuck presented information on a Heritage Permit Application for 592 Kingston Road West. The scope of the work includes:

- Installation of a new entrance on the east side of the building;
- Reconfiguration of the western portion of the north wall of the rear addition to accommodate a new entrance;
- Reconfiguration of the eastern portion of the north building wall to accommodate a four-unit sliding glass door system; and
- Modification of the north (rear) porch

He shared floor plan designs, photos of the building configuration and masonry details. He summarized alterations affecting the exterior of the building and presented renderings. He noted that none of the proposed interventions affect the original portion of the building and few will be evident from the street. The Permit was issued with conditional approval on August 16, 2024.

Committee Members asked questions relating to the set-back of the property from Kingston Road. M. Sawchuck responded to questions from the Committee.

4.3. 566 Kingston Road West (Ellicott House) – Unauthorized Work

M. Sawchuck provided information relative to unauthorized work at 566 Kingston Road West. He provided a summary of the issue noting that the rear yards were being used for outdoor storage of construction materials and that the designated building had undergone unauthorized alterations. Orders to comply were issued by By-law Services.

M. Sawchuck shared photos of unauthorized alterations (metal cladding replaced wooden lattice, removed steps and built concrete steps, contemporary lighting, building painted, new asphalt shingles on roof, addition of metal flashing along corners of building, rebuilding of the curb wall along the sidewalk, replacement of the enclosed patio door, rubblestone foundation parged-over). He summarized heritage-related issues as removal of new concrete stairs and reconstruction of wooden stairs, removal of metal cladding from front porch, removal and replacement of light fixtures. He shared details of the owner's response to the unauthorized alterations and the requirement for the owners to gain retroactive approval for the unauthorized work and informed the Committee the building was subsequently listed for sale.

Members of the Committee asked questions relative to the use of the property, parging over rubblestone foundation, and repercussions for unauthorized work. M Sawchuck responded to questions from the Committee.

4.4. Annual Work Plan Updates – Designation, Report & Plaque

M. Sawchuck reviewed the Committee's work plan priorities relating to property designations, heritage impact reports and plaque installation. Members agreed on the following priorities for 2024-2025:

- Heritage Report: St. Andrew's Presbyterian Church and associated buildings
- Designation: 417 Bayly Street East (Masulka House)
- Plaque: D.I.L. Supervisors' apartments

M. Sawchuck shared draft wording for the historical plaque for the Committee's feedback. Members shared minor edits and discussed inclusion of an image. The Committee agreed that the plaque should include D.I.L. icon.

4.5. Hicksite/Brown Cemetery – War of 1812 Veteran's Plaque

M. Sawchuck informed the Committee that the recognition plaque request for Jabez Lynde was approved by the Graveside Project. A [copy of the biography](#) submitted by the Committee is now available online. A plaque unveiling event will be coordinated for a later date. On behalf of the Committee, Co-Chair Matthews thanked P. Pryjma and M. Daniels and all others for their work on the submission.

4.6. Roberson Drive (Hartrick Farm) – Potential Sale of Property

M. Sawchuck provided background on the property 120 Roberson Drive (Hartrick Farm) and discussed its prospective sale subsequent to a Council resolution passed in June 2024. The property is owned by the Town and is not currently designated.

Members asked questions related to designation of the property after its sale and prospective redevelopment. M. Sawchuck and Councillor Tyler Morin responded to questions.

4.7. Friends Cemetery – Heritage Tour Planning

P. Pryjma provided the Committee with an update on the September 29 Cemetery Walking Tour event. Two walks will be led at 11 a.m. and 1 p.m. Members discussed roles for the event including greeters, presenters and sweepers. Volunteers were confirmed for the event.

Committee members discussed event logistics including accessing the Quaker Meeting House, obtaining a list of registered participants, consent for photography, and cross promotion of the event with the Mill Street Distillery.

4.8. Friends Cemetery – War of 1812 Veteran's Plaque

P. Pryjma informed the Committee that a second veteran, George Washington Post, is also buried in the Potters Field next to the Mill St. Cemetery. She sought feedback from the Committee on submitting a second application for recognition.

Moved by: P. Pryjma
Seconded by: M. Daniels

That the Committee prepare and submit an application to the Graveside Project Honoring Veterans of War of 1812, to recognize the burial of George Washington Post, located in Potters Field.

CARRIED

4.9. Ajax GO Station – Heritage Display

M. Daniels presented an update on the Committee's interest in increasing public visibility of the history of Ajax with an installation at the Ajax GO station. He thanked Councillor Tyler Morin for connecting with Metrolinx and to the Ajax Public Library for sourcing potential images for display. Metrolinx is on board with the project, however the Town would be responsible for the cost of the signage materials.

M. Daniels shared photos of potential areas to install images and storyboards, including the east tunnel, west tunnel and ticket area near the parking garage elevators. Members discussed the preferred location, noting that the west entrance has more open wall space and is well lit.

Members asked questions related to vinyl wrapping instead of sign boards, next steps for approval of the project, budget and funding opportunities, and language requirements. M. Sawchuck noted the project is currently unbudgeted and would review funding opportunities and report back to the Committee in October.

5. Ajax Public Library Archives Update

L. McEwan shared an update on the Ajax Public Library Archives noting that the Town Hall Display Case has been changed to have a new narrative and artifacts on display. She also shared that Louise Johnson visited over the summer to tour the archives.

6. Correspondence

None.

7. Update from Council

Councillor Tyler Morin provided a summary of his attendance at the Association of Municipalities of Ontario conference.

8. Other Business

8.1. Committee Report to Council Reminder – November 18, 2024

S. Moore reminded the Committee of its report to Council scheduled for November 18, 2024. Members will be required to select 1-2 representatives to present on behalf of the Committee.

8.2 Heritage Promotion at Ajax Markets

S. White inquired whether the Committee could participate in an information table at the Town's Thursday afternoon/evening Market at the Ajax Community Centre parking lot. Staff and Members will review feasibility and availability for future discussion.

9. Adjournment

Moved By: R. Tyler Morin
Seconded By: S. White

That the September 4, 2024 Meeting of the Heritage Advisory Committee be adjourned. (8:45 p.m.)

CARRIED

DRAFT