

The Corporation of the City of Kawartha Lakes
Agenda
Kawartha Lakes Municipal Heritage Committee Meeting

KLMHC2025-004

Thursday, April 3, 2025

5:00 P.M.

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Councillor Tracy Richardson

Ann Adare

Thomas Barnett

Athol Hart

Julia Hartman

Skip McCormack

Ian McKechnie

Jon Pitcher

Tyler Richards

Sandy Sims

Katie Virag-Cavanagh

Accessible formats and communication supports are available upon request. The City of Kawartha Lakes is committed to accessibility for persons with disabilities. Please contact AgendaItems@kawarthalakes.ca if you have an accessible accommodation request.

1.	Call to Order	
1.1	Land Acknowledgement	
2.	Administrative Business	
2.1	Adoption of Agenda	
2.2	Declaration of Pecuniary Interest	
2.3	Adoption of Minutes	
2.3.1	Minutes of the March 6, 2025 Municipal Heritage Committee Meeting	4 - 12
3.	Presentations and Deputations	
3.1	Lindsay Downtown BIA Downtown Banners M. McFarland, Executive Director	
3.1.1	KLMHC2025-025 Lindsay Downtown BIA Downtown Banners Presentation	13 - 15
3.2	Changes to Committee Terms of Reference S. O'Connell, Deputy Clerk	
3.2.1	KLMHC2025-026 Changes to Committee Terms of Reference	16 - 19
3.3	Site Plan Application - 26 Francis Street L. James, Facility Project Delivery Coordinator	
3.3.1	KLMHC2025-020 Site Plan Application - 26 Francis Street, Lindsay	20 - 36
4.	Reports	
4.1	KLMHC2025-024 Heritage Planning Update	37 - 38

4.2	KLMHC2025-027	39 - 44
	Municipal Heritage Committee Subcommittee Review	
4.3	KLMHC2025-028	45 - 50
	Osprey Heritage Awards	
4.4	KLMHC2025-029	51 - 54
	Historic Plaque Program	
4.5	KLMHC2025-032	55 - 68
	Alteration Application - 746 Janetville Road, Manvers Township	
5.	Correspondence	
6.	New or Other Business	
7.	Next Meeting	
8.	Adjournment	

The Corporation of the City of Kawartha Lakes
Minutes
Kawartha Lakes Municipal Heritage Committee
Meeting

KLMHC2025-003
Thursday, March 6, 2025
5:00 P.M.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

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1. Call to Order

A. Hart called the meeting to order at 5:04 p.m. with the following members present: Councillor Richardson, T. Barnett, J. Hartman, S. McCormack, I. McKechnie, J. Pitcher, S. Sims and K. Virag-Cavanagh.

Regrets: A. Adare

Absent: T. Richards

1.1 Land Acknowledgement

A. Hart read the Land Acknowledgement.

2. Administrative Business

2.1 Adoption of Agenda

KLMHC2025-023

Moved By S. McCormack

Seconded By J. Hartman

That the agenda be adopted as circulated.

Carried

2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

2.3 Adoption of Minutes

2.3.1 Minutes of the February 6, 2024 Municipal Heritage Committee Meeting

KLMHC2025-024

Moved By S. Sims

Seconded By S. McCormack

That the minutes of the Municipal Heritage Committee meeting held on February 6, 2025, be adopted as circulated.

Carried

3. Presentations and Deputations

3.1 Alteration Application - 25 Pontypool Road, Manvers Township

T. Jordan, Manvers Historical Society

T. Jordan presented the committee with an overview of the Manvers Historical Society's plan for the Pontypool grain elevator. The Historical Society is planning on developing a new interpretive exhibit in the grain elevator which will include a number of modifications to the elevator to facilitate the exhibit. Councillor Richardson thanked her for coming and acknowledged how important the work the Society was planning was for community. A. Hart told her how positive adaptive reuse projects are. The Committee was supportive of the approval of the permit.

3.1.1 KLMHC2025-019

Alteration Application - 25 Pontypool Road, Manvers Township

KLMHC2025-025

Moved By I. McKechnie

Seconded By Councillor Richardson

That Report KLMHC2025-019, **Alteration Application – 25 Pontypool Road, Manvers Township**, be received;

That the proposed alteration be approved.

Carried

3.2 Moments and Memories

L. Love, Economic Development Officer - Curatorial Services

L. Love provided a presentation to the Committee about the Moments and Memories program. A. Hart noted how great the program and asked how it was being promoted to the public. L. Love replied that the project had come out of the older "Telling Our Stories" program but had morphed into the new program about a year ago. Right now, promotion is on the website and by word of mouth.

3.2.1 KLMHC2025-018

Moments and Memories Presentation

KLMHC2025-026

Moved By I. McKechnie

Seconded By S. McCormack

That Report KLMHC2025-018, **Moments and Memories Presentation**, be received; and

That the presentation from staff be received for information.

Carried

3.3 Young Canada Works Wrap Up

J. Bhatt, Heritage Planning Intern

J. Bhatt provided a presentation giving an overview of the work he had completed as part of his Young Canada Works internship. A. Hart noted how it was great that he had a good experience. J. Hartman said it was a pleasure working with him and thanks for all the hard work.

3.3.1 KLMHC2025-022

Young Canada Works Wrap Up

KLMHC2025-027

Moved By T. Barnett

Seconded By Councillor Richardson

That Report KLMHC2025-022, **Young Canada Works Wrap Up**, be received; and

That that the presentation from staff be received for information.

Carried

4. Reports

4.1 KLMHC2025-017

Heritage Planning Update

E. Turner provided an overview of the heritage planning activities for February.

KLMHC2025-028

Moved By I. McKechnie

Seconded By J. Pitcher

That Report KLMHC2025-017, **Heritage Planning Update**, be received for information.

Carried

4.2 KLMHC2025-020

Heritage Designation Strategy Brainstorming Summary

E. Turner provided an overview of the Committee's brainstorming for the heritage designation strategy. A document has been brought together outlining the Committee's ideas under high level categories for their review. The next step is to review the brainstorming items in light of existing legislation, policy and City strategy.

KLMHC2025-029

Moved By S. Sims

Seconded By Councillor Richardson

That Report KLMHC2025-020, **Heritage Designation Strategy Brainstorming Summary**, be received; and

That that staff report back at the next meeting on alignment with strategic plans and direction.

Carried

4.3 KLMHC2025-021

Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon

E. Turner provided an overview of the proposed heritage designation of 55 Main Street in Bobcaygeon which contains the former Bobcaygeon Town Hall.

KLMHC2025-030

Moved By S. McCormack

Seconded By K. Virag-Cavanagh

That Report KLMHC2025-021, **Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon**, be received;

That the designation of the property known municipally as 55 Main Street be endorsed; and

That the recommendation to designate the subject property be forwarded to Council for approval.

Carried

4.4 KLMHC2025-023

Alteration Application - 17 Sussex Street North, Lindsay

E. Turner provided an overview of the proposed alteration of 17 Sussex Street North. The property owners are proposing to build an addition on the rear second storey of the building to facilitate the addition of another bedroom. A. Hart thought that the addition actually improved the look of the rear of the building. J. Hartman agreed that it would not impact the front of the house and was a positive addition. The Committee was supportive of the alteration.

KLMHC2025-031

Moved By J. Hartman

Seconded By T. Barnett

That Report KLMHC2025-023, **Alteration Application – 17 Sussex Street North, Lindsay**, be received; and

That the proposed alteration be approved.

Carried

5. Subcommittee Updates

5.1 Outreach Subcommittee

I. McKechnie provided an update on the Osprey Heritage Awards which will take place in 2025. The subcommittee is looking at doing the awards presentation in November or early December. The intention is to launch the award nominations in June to give people time to decide on nominations. The subcommittee is also going to start brainstorming about other outreach opportunities.

5.1.1 Minutes of the January 25, 2025 Outreach Subcommittee

KLMHC2025-032

Moved By S. Sims

Seconded By J. Hartman

That the Minutes of the February 25, 2025 Outreach Subcommittee be received for information.

Carried

6. Correspondence

E. Turner has circulated the Community Heritage Ontario newsletter by email. The main item in the newsletter is the Ontario Heritage Conference which is taking place in Picton in June.

7. New or Other Business

7.1 March 4 Committee of the Whole Items

E. Turner provided the Committee with an overview of several items coming out of the March 4 Committee of the Whole.

First, the committee work plans were reviewed at this meeting and Council suggested that the Committee include an item relation to Indigenous reconciliation. E. Turner noted that this was not the primary function of the Committee but suggested that participation in the Indigenous Relations Framework be added to the work plan as this project will launch in fall 2025. T.

Barnett asked if participation in this project would be a significant time commitment for committee members and E. Turner replied that it would not and would primarily consist of commenting on the initiative in the context of committee meetings. A. Hart agreed that this was the best role for the committee since their role was built-heritage related. J. Hartman suggested that commenting was the limit of the committee's role and was not sure what else would fall within the committee's purview. A. Hart also suggested that the Committee needed some additional training to undertake this role.

E. Turner also told the Committee that the Clerk's Office had brought forward a report regarding several committee functions. The first was with regard to awards. Committees that have awards programs will now be allowed to meet in closed session to review awards nominations. The committee's recommendations will then be brought forward to Council under the cover of a staff report for approval. The goal is to provide more consistency and transparency across City processes. A. Hart thought that meeting in closed session was a good idea. I. McKechnie asked if it would be the subcommittee or the entire committee and E. Turner replied it was the entire committee which would convene at the end of a regular committee meeting. This recommendation will be ratified by Council on March 18.

E. Turner also discussed the second item brought forward by the Clerk's Office which was that they were proposing that Committees no longer be able to convene subcommittees. The intention behind this decision is due to a recommendation from the Ontario Ombudsman which found that subcommittees were not transparent when committee meetings should be fully public. If Council ratifies this recommendation, the Committees subcommittees will need to be disbanded and the work they do will need to take place in regular committee meetings. S. Sims asked if Council was likely to go ahead with the recommendation and E. Turner said that she thought so although there were some Councillors had some questions about it. S. Sims said it was a shame with the subcommittees did a lot of work that was really necessary. J. Hartman asked if they could have more official meetings or if the Committee was only allowed to meet once a month. E. Turner said the Committee could meet as much as necessary but would need to have quorum and a public agenda. A. Hart said there would need to be discussions about how to incorporate the subcommittee's work into committee meetings. I. McKechnie suggested that if Committee meetings become longer, that a break happen part way through. Councillor Richardson said she would take the Committee's comments to Council. S. Sims

asked if it would make extra work for staff and E. Turner said it likely would. T. Barnett asked if it would go into effect immediately if approved by Council on the 18th and E. Turner replied it would. The Committee discussed the idea that for things such as site visits, Committee members could undertake these as individuals and report back to the Committee at its meetings. I. McKechnie asked how that would work for planning events and E. Turner replied it would have to be done in the context of the main committee meeting. A. Hart thought this would hamper the work the Committee did.

KLMHC2025-033

Moved By I. McKechnie

Seconded By J. Hartman

That the verbal update regarding the items of the March 4 Committee of the Whole meeting be received for information.

Carried

8. Next Meeting

The next meeting will be Thursday, April 3 at 5:00 p.m. in Council Chambers at City Hall (26 Francis Street, Lindsay).

9. Adjournment

KLMHC2025-034

Moved By J. Hartman

Seconded By S. Sims

That the Municipal Heritage Committee Meeting adjourn at 6:43 p.m.

Carried



Municipal Heritage Committee Report

Report Number:	KLMHC2025-025
Meeting Date:	April 3, 2025
Title:	Lindsay Downtown BIA Banners
Description:	Presentation regarding a downtown banner program by the Lindsay BIA
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-025, **Lindsay Downtown BIA Banners**, be received; and
That that presentation from the BIA be received for information.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The Downtown Lindsay Business Improvement Area (BIA) undertakes a variety of initiatives in Downtown Lindsay to support its local business and make downtown Lindsay an attractive place for visitors and residents to be. The BIA area largely overlaps with the Downtown Lindsay Heritage Conservation District. The BIA has a variety of committees that undertake various projects and initiatives in the downtown. The Beautification Committee is primarily focussed on beautification initiatives in the downtown, including planters and other aesthetic improvements to the downtown's public spaces.

As part of the reconstruction of downtown Lindsay, new heritage style lampposts were installed which could facilitate the installation of banners, flags and other decorative elements. Through October and November, banners are installed by the Legion commemorating local veterans and soldiers who have been killed in the line of duty, while from December to March large snowflakes are installed on the lampposts as a generic winter decoration. Since the reconstruction, however, there have been no banners or decorations installed from April to October. The BIA is responsible for the installation of banners in this area of the City.

This spring and summer, the BIA's Beautification Committee is intending on developing and installing new banners throughout the downtown. These banners will include a variety of historic photos of downtown Lindsay and be placed throughout the downtown. The BIA is working with City Archives staff on putting together a selection of images for the banners. The banners will likely be installed in early June.

Staff from the BIA will be attending the meeting to provide an overview of the project to the Committee and show some examples of what the banners will look like for information.

Rationale:

The intention of the presentation by BIA staff is to provide the Committee with information regarding this upcoming initiative in the Downtown Lindsay Heritage Conservation District. As this work is both in the public realm and temporary, it does not require a heritage permit.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

There are no financial or operational impacts as a result of the recommendations of this report.

Consultations:

Lindsay Downtown BIA
Manager, Corporate Records and Archives
Economic Development Officer – Arts and Culture

Attachments:

N/A

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services



Municipal Heritage Committee Report

Report Number:	KLMHC2025-026
Meeting Date:	April 3, 2025
Title:	Changes to Committee Terms of Reference
Description:	Overview from staff of changes to Committee Terms of Reference related to closed session meetings and subcommittees
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-026, **Changes to Committee Terms of Reference**, be received; and

That the presentation from staff be received for information.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Committee of the Whole Meeting of March 4, 2025, staff brought forward a report recommended amendments to Terms of Reference for committees across the City, including for the Osprey Heritage Awards. The proposed amendments were intended to address specific issues within the committee terms of reference particularly around awards and subcommittees.

With regard to awards, the staff report recommended that the three committees that administer awards (the Municipal Heritage Committee, the Environmental Advisory Committee and the Accessibility Advisory Committee) have their terms of reference be amended to allow them to move into closed session to review awards nominations and make recommendations regarding award winners. This amendment is intended to provide consistency across the three committees in the awards review process and provide confidentiality for the nominees.

With regard to subcommittees, the staff report recommended that the ability to have subcommittee or working group meetings be removed from committee terms of reference. The rationale for this that subcommittee meetings are not transparent and open to the public in the same way as regular committee meetings.

Council discussed these proposed amendments at the March 4 Committee of the Whole and March 18 Council meeting. At the March 18 meeting, Council adopted the following resolution:

CR2025-075

Moved By Councillor Perry

Seconded By Councillor Warren

That Report CLK2025-003, **Terms of Reference Update for Advisory Committees, Boards and Task Forces**, be received;

That the Terms of Reference for all Advisory Committees, Boards and Task Forces be updated to remove the establishment of working groups or subcommittees, and the holding of working meetings, from the mandate of each group;

That the Terms of Reference for the Kawartha Lakes Accessibility Advisory Committee, be amended to permit the holding of closed session, pursuant to

s.239(2)(b) of the Municipal Act, 2001, for the consideration of nominations that are submitted for the Accessibility Awareness Recognition Awards Program;

That the Terms of Reference for the Kawartha Lakes Environmental Advisory Committee be amended to permit the holding of closed session, pursuant to s.239(2)(b) of the Municipal Act, 2001, for the consideration of nominations, that are submitted for the Bee A Hero Awards Program and the Environmental Hero Awards Program;

That the Term of Reference for the Kawartha Lakes Municipal Heritage Committee be amended to permit the holding of closed session, pursuant to s.239(2)(b) of the Municipal Act, 2001, for the consideration of nominations that are submitted for the Osprey Awards Program;

That the Terms of Reference for the Kawartha Lakes Accessibility Advisory Committee, the Kawartha Lakes Environmental Advisory Committee and the Kawartha Lakes Municipal Heritage Committee be amended to require that Staff report to Council, in closed session, to provide recommended award recipients to Council for consideration and approval with regard to the Accessibility Awareness Recognition Awards Program, the Bee A Hero Awards Program, the Environmental Hero Awards Program and the Osprey Awards Program; and

That Staff in the Clerk's Office be directed to report back to Council by the end of Q2, 2025, with the options that are available for working groups, sub-committees or working meetings held by Advisory Committees, Boards and Task Forces, within their terms of reference, and that the options be transparent, require membership to be accounted for and require appropriate record keeping.

Carried

As a result, the Committee now has a defined awards review process and will no longer be able to hold subcommittee meetings. To review these changes and provide an overview and impact, staff from the Clerk's Office will provide a presentation to the Committee and facilitate a discussion on these changes.

Rationale:

The presentation and discussion of the amendments to the Terms of Reference will provide an opportunity for the Committee to ask questions about these changes and next steps with regard to the subcommittee and awards structures.

Discussion of specific subcommittee work and its implementation going forward will be discussed under the cover of a separate staff report.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

There are no financial or operational impacts as a result of the recommendation of this report.

Consultations:

Clerk's Office

Attachments:

N/A

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services



Municipal Heritage Committee Report

Report Number: KLMHC2025-030
Meeting Date: April 3, 2025
Title: Site Plan Application – 26 Francis Street, Lindsay
Description: Review of the site plan application for 26 Francis Street, Lindsay
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-030, **Site Plan Application – 26 Francis Street, Lindsay**, be received; and

That comments regarding the application be provided to Planning staff through the Chair.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City of Kawartha Lakes has received an application for site plan approval for 26 Francis Street. 26 Francis Street is the property which contains City Hall and is owned by the City of Kawartha Lakes. The application is to facilitate the new landscaping and parking plan for the southeast corner of the City Hall campus block. The project includes improvements to the landscaping around the building to facilitate a more usable spaces for events and ceremonies, repair of the existing parking lot, reconfiguration of the parking around the block, planting and new directional signage.

At its meeting of February 6, 2025, the Committee reviewed the proposed landscaping design with Building and Property staff. At this time, the plans were effectively complete with a number of small items to be determined, particularly with regard to signage. These have now been determined and are included in the site plan application. The drawings are included as Appendix A, B and C.

These drawings are attached for the Committee’s review and comments. A heritage permit will still be required prior to the commencement of the project and the application will come forward to the Committee at a later date.

Rationale:

The proposed development impacts the heritage designated property at 26 Francis Street which contains the historic County of Victoria Courthouse, now Kawartha Lakes City Hall, and is designated by By-law 1986-27. This by-law is attached as Appendix D. The Committee may want to comment on the impact of the proposed landscaping, parking and signage to the heritage features of the property.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

There are no financial or operational impacts as a result of the recommendations of this report.

Consultations:

Building and Property staff

Attachments:

Appendix A – Landscape Plan



Adobe Acrobat
Document

Appendix B – Cambridge Street Frontage



Adobe Acrobat
Document

Appendix C – Base Plan



Adobe Acrobat
Document

Appendix D – By-law 1986-27



Adobe Acrobat
Document

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services



CITY OF KAWARTHA LAKES TENDER 20XX-XX-XX CITY HALL CAMPUS BLOCK SITE BEAUTIFICATION

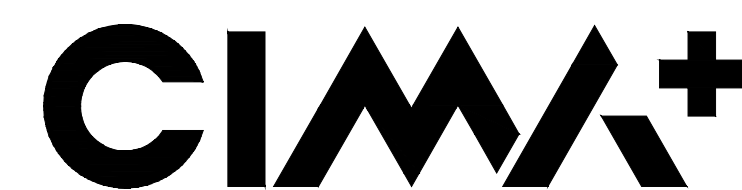
DRAWING LIST

1	----	COVER SHEET
2	L-01	REMOVALS PLAN
3	L-02	SURFACE TREATMENT FURNITURE AND LAYOUT PLAN
4	L-03	GRADING PLAN
5	L-04	PLANTING PLAN
6	L-05	DETAILS
7	L-06	DETAILS
8	L-06	GENERAL NOTES
9	E-01	ELECTRICAL LAYOUT AND DETAILS



KEY PLAN
N.T.S

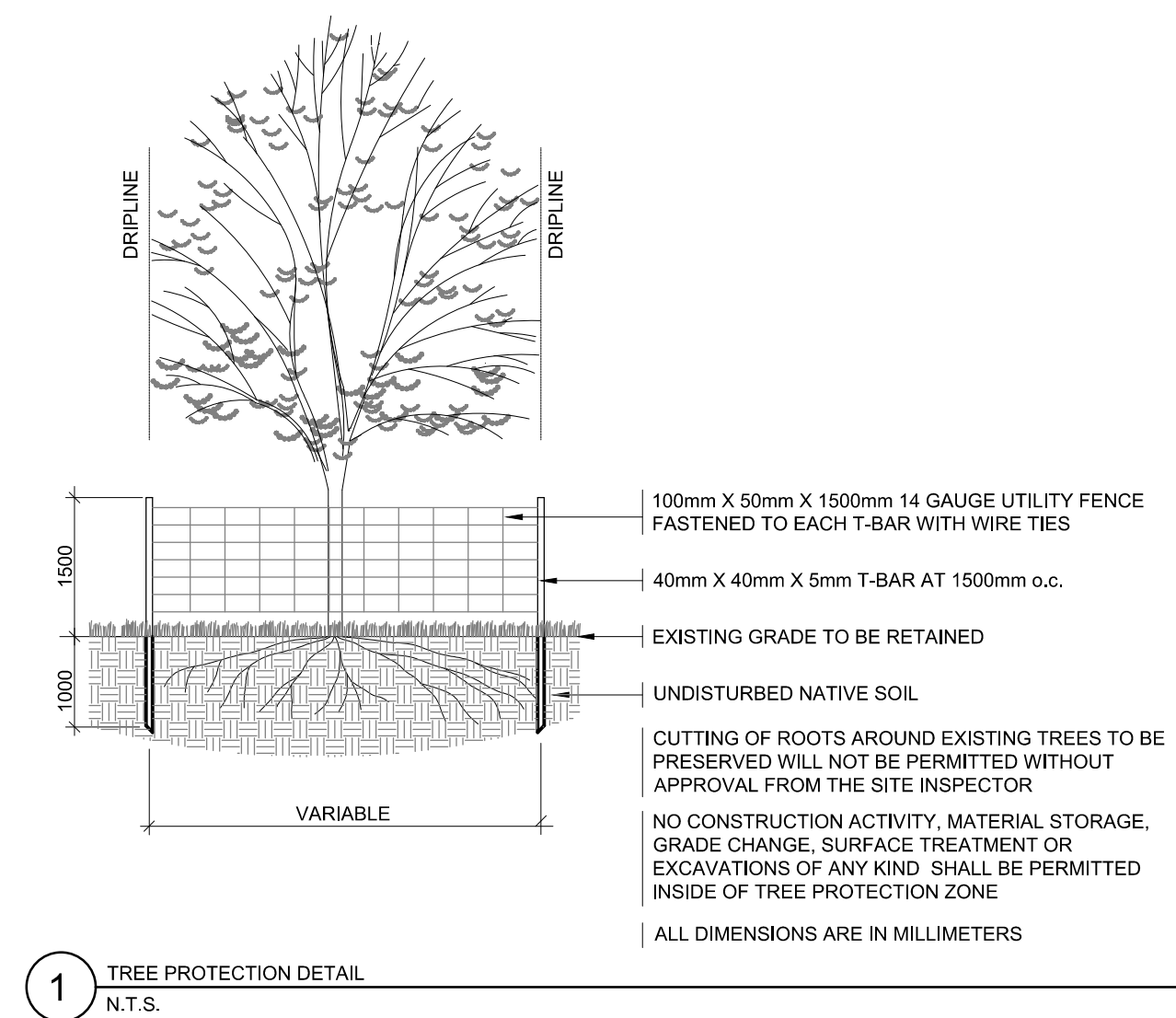
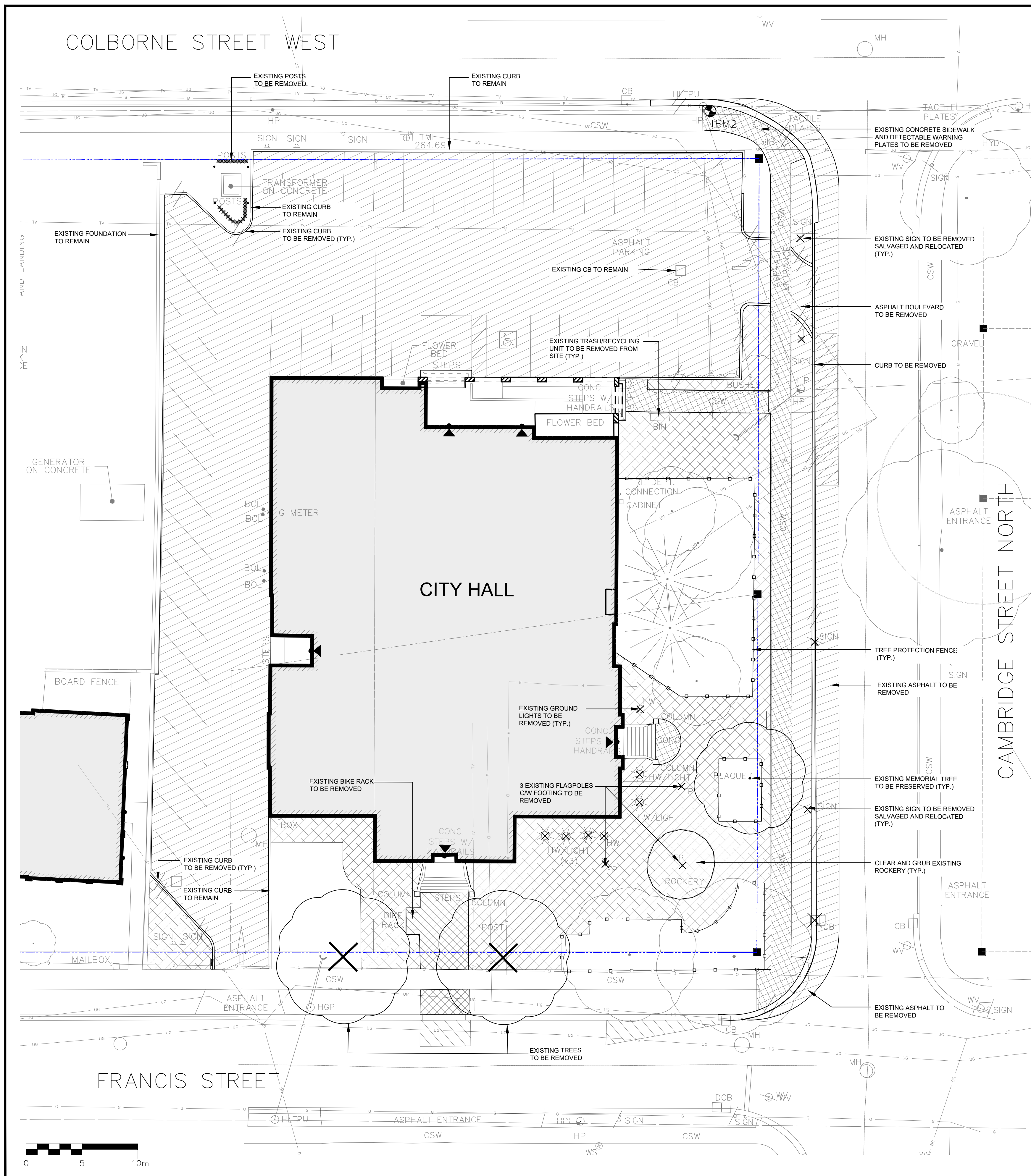
— PROJECT SITE



T: 905 697-4464
415 Baseline Road West, 2nd Floor,
Bowmanville, ON L1C 5M2 CANADA

ISSUED FOR 75% REVIEW

DATE: JANUARY 17, 2025



LEGEND

- TREE TO BE REMOVED
- ASPHALT TO BE PULVERIZED/REMOVED (TO BE CONFIRMED)
- CONCRETE TO BE REMOVED
- REMOVE PAVING STONES
- REMOVE PLANTING/SOD
- CURBS AND GUTTER TO BE REMOVED
- PROPERTY LINE
- TREE PROTECTION FENCE
- BELL CABLE
- TV CABLE
- U/G HYDRO
- ENBRIDGE GAS



IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM THEMSELVES OF EXISTING CONDITION, AND THE EXACT LOCATION OF, AND ASSUME ALL LIABILITY FOR DAMAGE TO ALL UTILITIES SERVICES AND STRUCTURES WHETHER ABOVE GROUND OR BELOW GRADE BEFORE COMMENCING THE WORK. SUCH INFORMATION IS NOT NECESSARILY SHOWN ON THE DRAWING, AND WHERE SHOWN, THE ACCURACY CANNOT BE GUARANTEED.

WITH THE SOLE EXCEPTION OF THE BENCHMARK(S) SPECIFICALLY DESCRIBED FOR THIS PROJECT, NO ELEVATION INDICATED OR ASSUMED HEREON IS TO BE USED AS A REFERENCE ELEVATION FOR ANY PURPOSE.

ALL DIMENSIONS AND INFORMATION SHALL BE CHECKED AND VERIFIED ON THE JOB AND ANY DISCREPANCIES MUST BE REPORTED TO THE MUNICIPALITY BEFORE COMMENCING THE WORK. DRAWINGS ARE NOT TO BE SCALED.

1	2025-01-17	PB	ISSUED FOR 75% REVIEW
	DATE	BY	ISSUES / REVISIONS

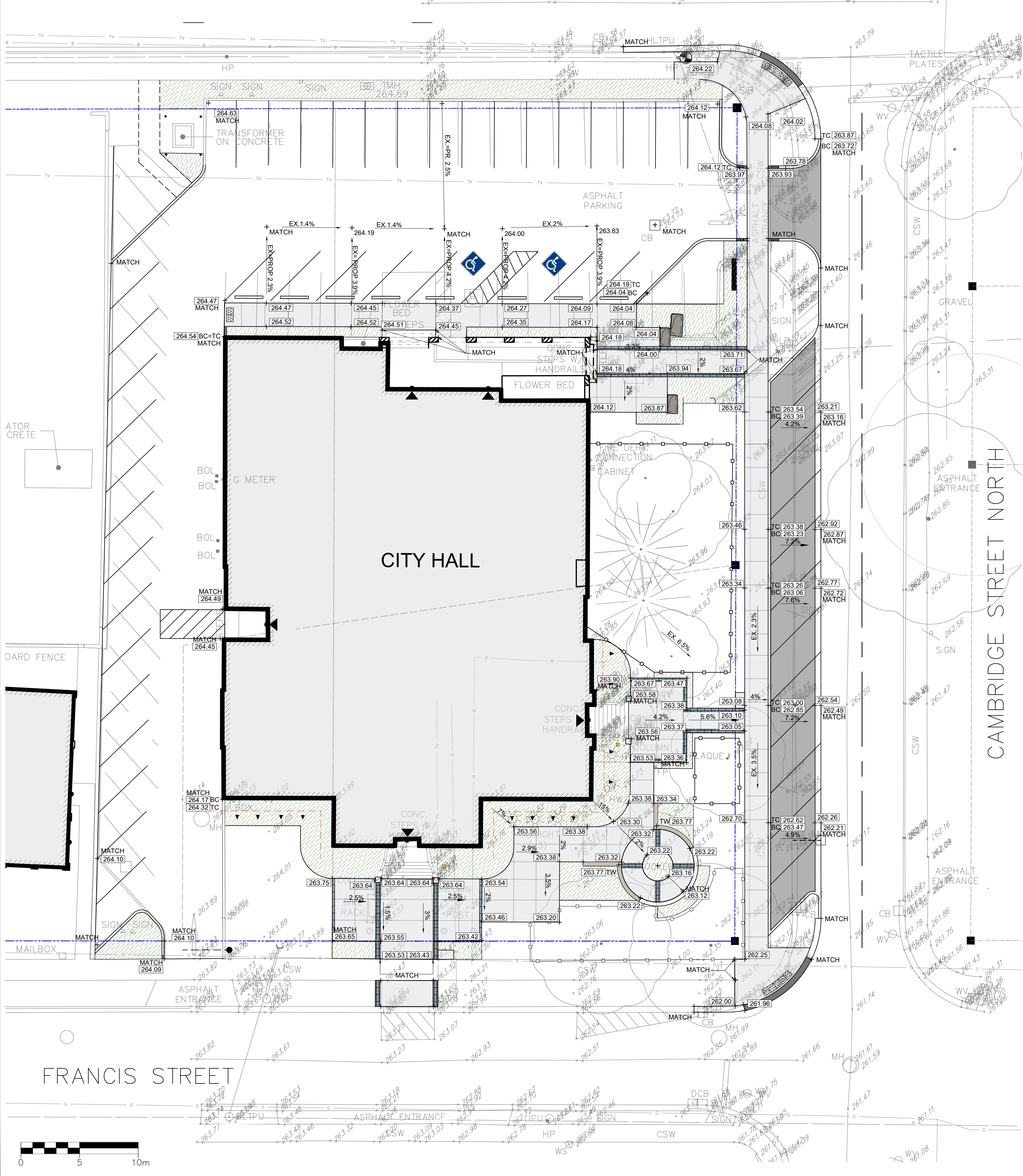
PROJECT:
Kawartha Lakes
Jump In
CAMPUS BLOCK
SITE BEAUTIFICATION

DRAWING:
REMOVALS PLAN

DRAWN BY: T. VALDOCK	CHECKED BY: P. BROCKS	PROJECT C14-0659
DESIGNED BY: T. VALDOCK	APPROVED BY: L. CULLEN	DRAWING No.
SCALE: 1:200	DATE: JULY 2024	L01

BENCHMARK:
TBM1
 TOP OF PIN IN SOUTH FACE OF HYDRO POLE ON SOUTH WEST CORNER OF COLBORNE STREET AND CAMBRIDGE STREET. **264.698**
TBM2
 TOP OF MAIL HEAD IN EAST FACE HYDRO POLE ON NORTH EAST CORNER OF VICTORIA AVENUE AND FRANCIS STREET. **265.316**

COLBORNE STREET WEST



- LEGEND**
- EXISTING GRADE
 - PROPOSED GRADE
 - EXISTING TREE TO REMAIN
 - DECIDUOUS TREE
 - MULTI-STEM DECIDUOUS TREE
 - CURB
 - DROP CURB
 - PLANTING AREA
 - ASPHALT
 - LOW C.I.P. CONCRETE SEATWALL
 - CONCRETE PAVING
 - DETECTABLE WARNING PLATES
 - UNIT PAVER ACCENT PAVING
 - FLAGPOLE FOOTING
 - UPLIGHT
see electrical drawing
 - ELECTRICAL OUTLET ON PEDESTAL
see electrical drawing
 - ARMOURSTONE
 - C.I.P. CONCRETE SIGN WALL
see detail 6 on drawing L-05
 - WAYFINDING SIGN ON CONCRETE
PAD see detail 6 on drawing L-05



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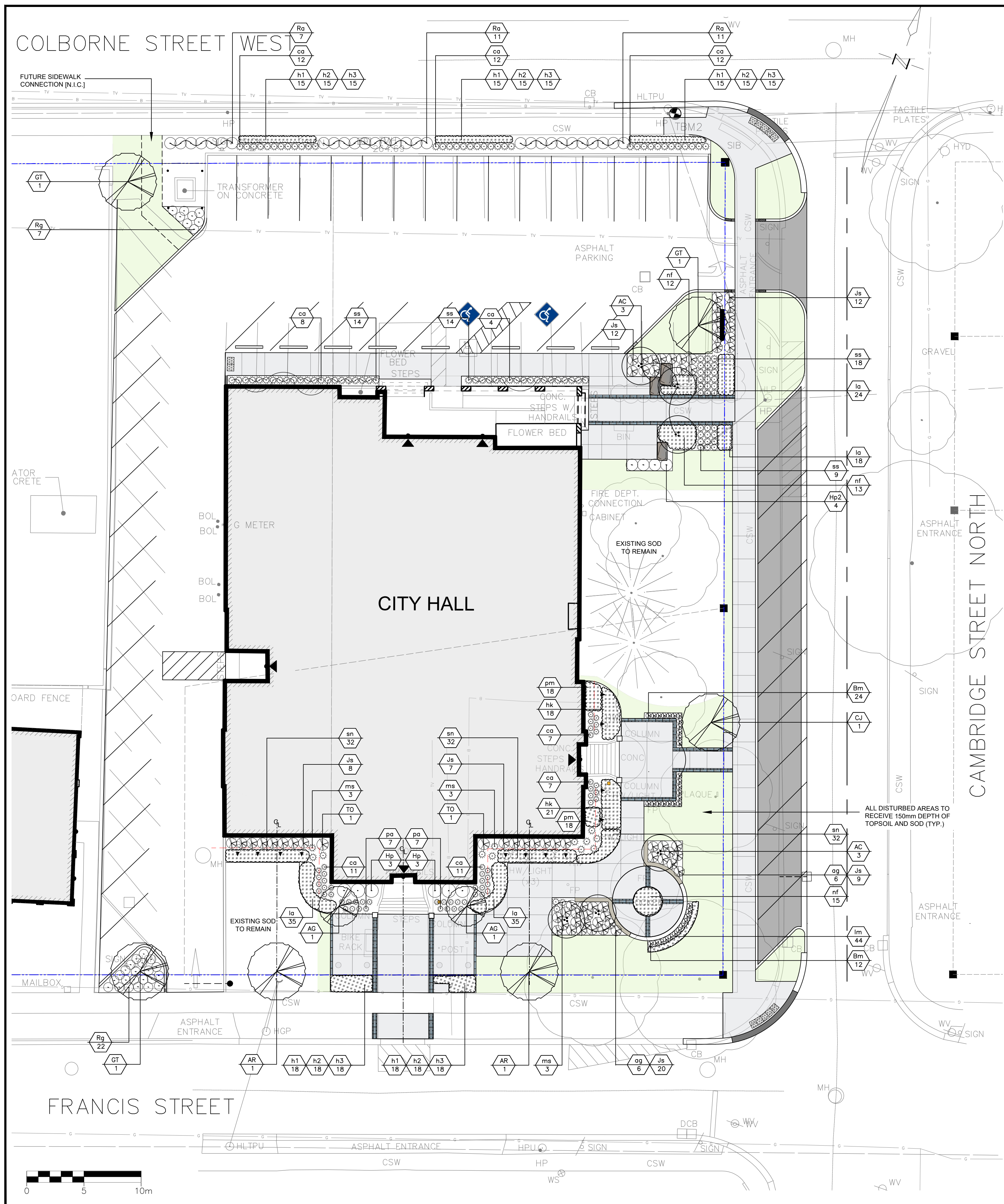
1	2025-01-17	PB	ISSUED FOR 75% REVIEW
	DATE	BY	ISSUES / REVISIONS

PROJECT:
CAMPUS BLOCK
SITE BEAUTIFICATION

DRAWING:
GRADING PLAN

DRAWN BY: T. VALDOCK	CHECKED BY: P. BROCKS	PROJECT C14-0659
DESIGNED BY: T. VALDOCK	APPROVED BY: L. CULLEN	DRAWING No.
SCALE: 1:200	DATE: JULY 2024	L03

BENCHMARK:
BM1
 TOP OF PIN IN SOUTH FACE OF HYDRO POLE ON SOUTH WEST CORNER OF COLBORNE STREET AND CAMBRIDGE STREET. **264.698**
BM2
 TOP OF MAIL HEAD IN EAST FACE HYDRO POLE ON NORTH EAST CORNER OF VICTORIA AVENUE AND FRANCIS STREET. **265.316**

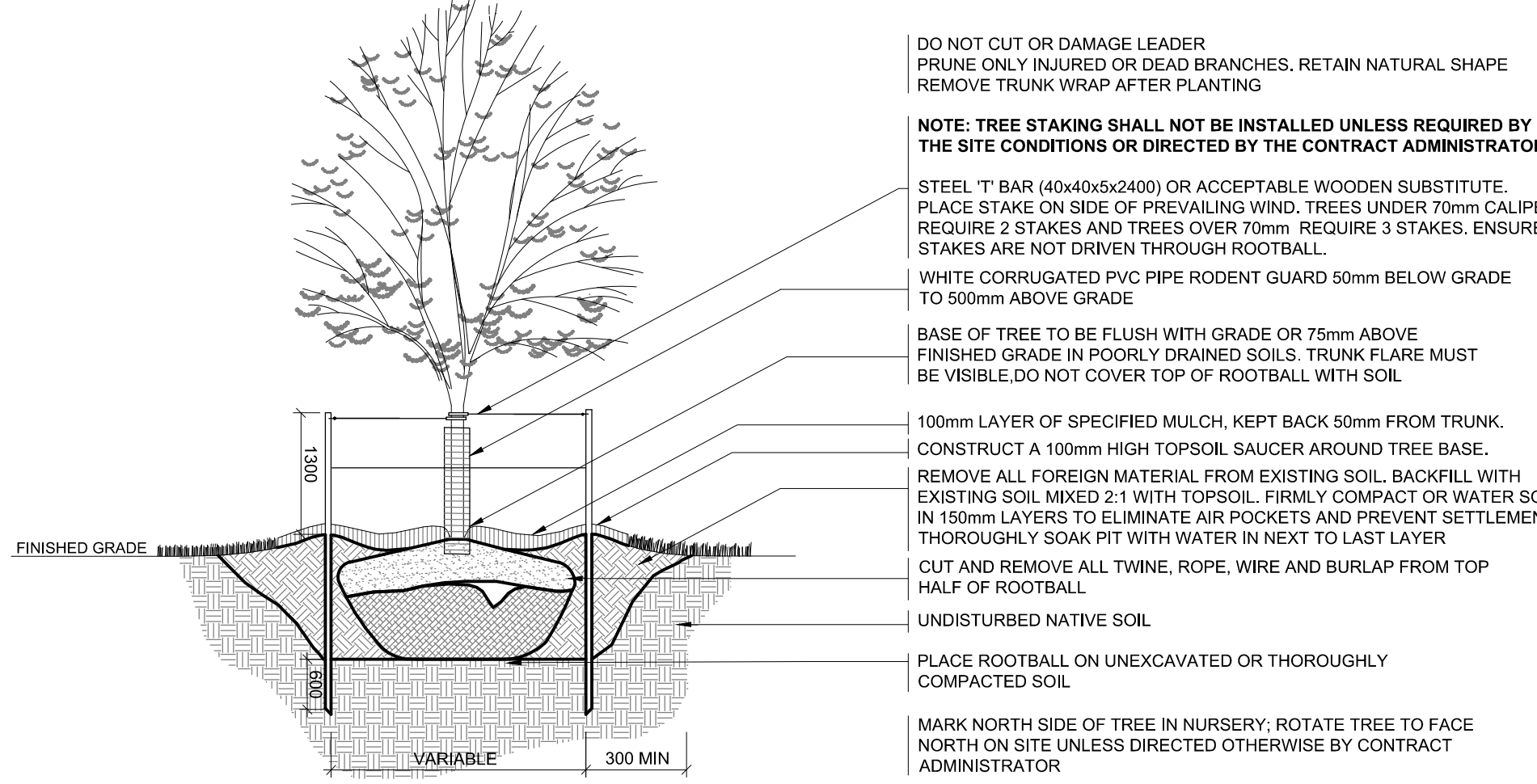


Plant List

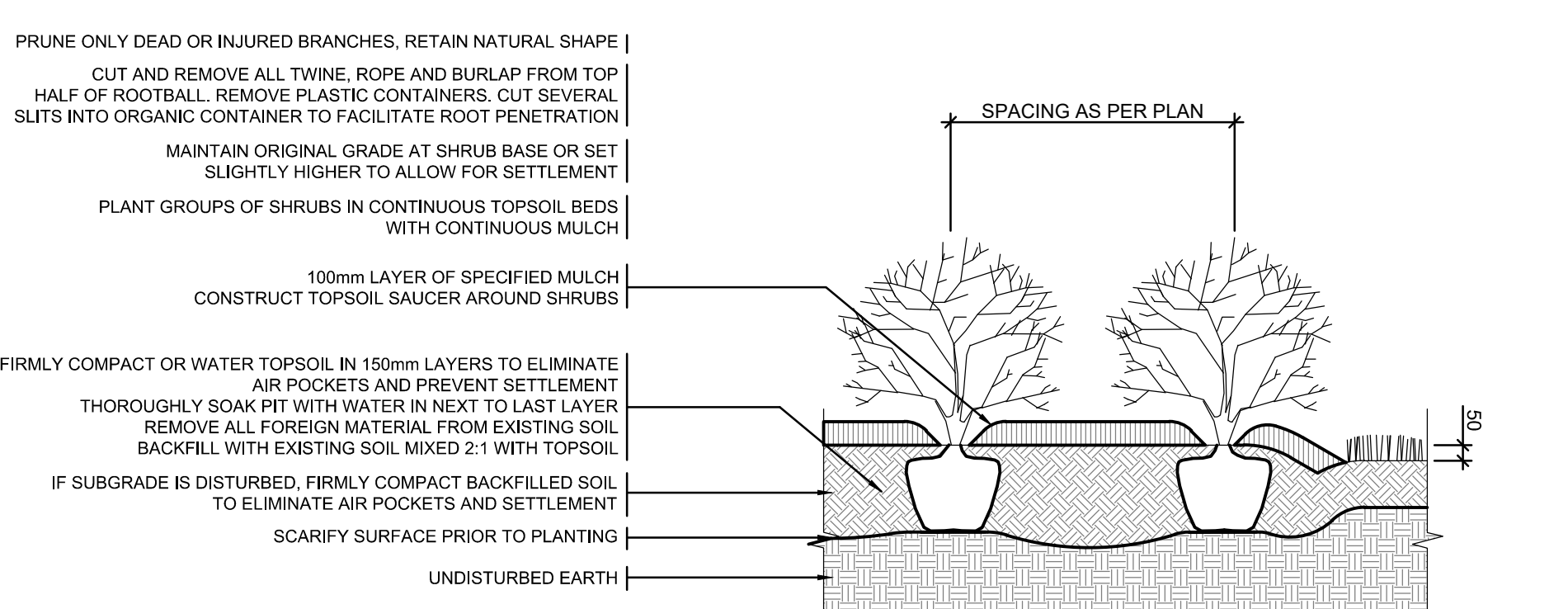
Key	Qty	Botanical Name	Common Name	Size	Condition	Spacing
DECIDUOUS TREES						
AR	2	Acer rubrum Redpointe® (Frank Jr.)	Redpointe® Maple	600mm	W.B.	
AC	6	Amelanchier canadensis	Serviceberry - Multi-stem	240mm	W.B.	
AG	2	Amelanchier x grandiflora Robin Hill®	Robin Hill Serviceberry - Treform	45mm	W.B.	
CJ	1	Cercidiphyllum japonicum	Katsura Tree	50mm	W.B.	
GT	3	Clethra tricuspidata Shademaster	Shademaster Honeylocust	50mm	W.B.	
CONIFEROUS TREES						
TO	2	Thuja occidentalis 'Holmstrup'	Holmstrup Cedar	150cm	W.B.	
SHRUBS						
Bm	36	Buxus microphylla 'Green Gem'	Green Gem Boxwood	40cm	3 gal. pot	450mm o.c.
Hp2	4	Hydrangea paniculata 'SMHPLQF'	Little Quick Fire Hydrangea	60cm	2 gal. pot	900mm o.c.
Hp	6	Hydrangea paniculata 'Quick Fire (Bulk)'	Quick Fire Hydrangea	80cm	7 gal. pot	1200mm o.c.
Js	68	Juniperus sabina 'Skandia'	Skandia Juniper	40cm	3 gal. pot	900mm o.c.
Rg	29	Rhus aromatica 'Gro-Low'	Fragrant Sumac	50cm	pot	900mm o.c.
Ra	25	Ribes alpinum	Alpine Currant	50 cm	3 gal. pot	900mm o.c.
ORNAMENTAL GRASSES						
Key	Qty	Botanical Name	Common Name	Size	Condition	
ca	84	Calamagrostis acutiflora 'Karl Foerster'	Feather Reed Grass	1 gal. pot	600mm o.c.	
lm	44	Liriope muscari 'Big Blue'	Start Lily Turf	1 gal. pot	300mm o.c.	
ms	9	Miscanthus sinensis 'Morning Light'	Morning Light Maiden Grass	1 gal. pot	900mm o.c.	
ss	58	Schizachyrium scoparium	Little Bluestem 'Standing Ovation'	1 gal. pot	600mm o.c.	
PERENNIALS						
Key	Qty	Botanical Name	Common Name	Size	Condition	
ag	12	Allium giganteum	Ornamental Onion	15cm pot		
ht	81	Hemerocallis 'Joan Senior'	Joan Senior Daylily	15cm pot	300mm o.c.	
h2	81	Hemerocallis 'Passionate Returns'	Passionate Returns' Daylily	15cm pot	300mm o.c.	
h3	81	Hemerocallis 'Big Time Happy'	Big Time Happy Daylily	15cm pot	300mm o.c.	
hk	39	Hosta 'Krossa Regal'	Krossa Regal Hosta	1 gal. pot	600mm o.c.	
la	112	Lavandula angustifolia 'Hidcote Blue'	Hidcote Blue Lavender	1 gal. pot	450mm o.c.	
nf	45	Nepeta faassenii 'Walker's Low'	Walker's Low Catmint	1 gal. pot	600mm o.c.	
pa	14	Pennisetum alopecuroides 'Harmeln'	Dwarf Fountain Grass	1 gal. pot	300mm o.c.	
pm	36	Polygonatum multiflorum	Solomon's Seal	1 gal. pot	300mm o.c.	
sn	96	Salvia nemorosa 'Mainacht'	May Night Meadow Sage	15cm pot	450mm o.c.	

LEGEND

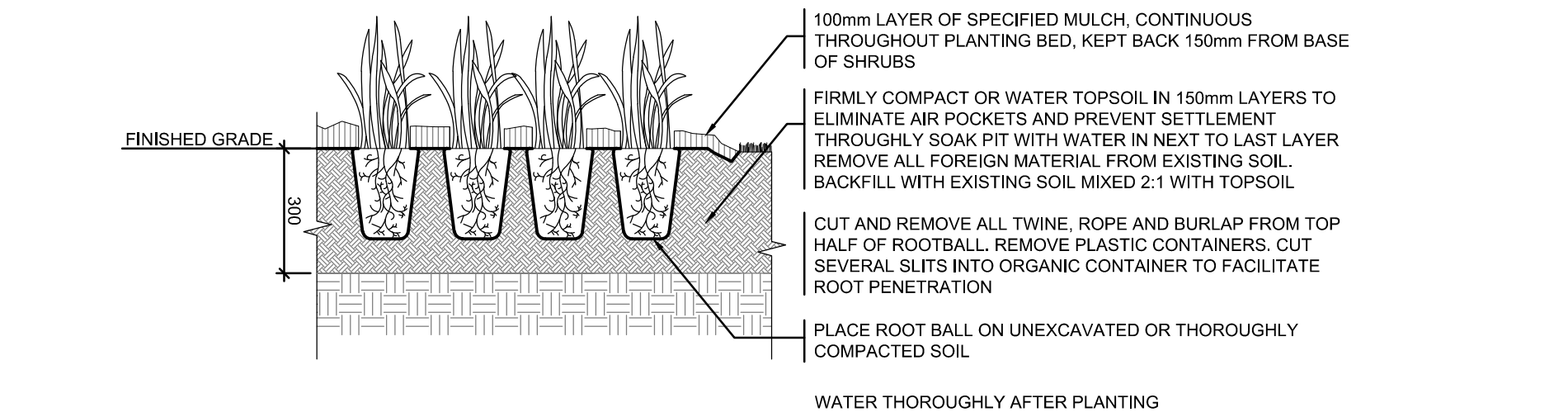
- EXISTING TREE TO REMAIN
- DECIDUOUS TREE
- MULTI-STEM DECIDUOUS TREE
- DECIDUOUS SHRUB
- CONIFEROUS SHRUB
- ORNAMENTAL GRASS
- CURB
- DROP CURB
- SOD AREA
- ASPHALT
- LOW C.I.P. CONCRETE SEATWALL
see detail 3 on drawing L-05
- CONCRETE PAVING
see detail 1 on drawing L-02
- DETECTABLE WARNING PLATES
see detail 4 on drawing L-05
- UNIT PAVER ACCENT PAVING
see detail 2 on drawing L-05
- ACCESSIBLE TABLE AND BENCH
see detail 3 and 4 on drawing L-06
- BENCH WITH BACK AND ARMS
see detail 1 on drawing L-06
- BENCH WITH BACK
see detail 2 on drawing L-06
- BIKE RACK
see detail 5 on drawing L-06
- FLAGPOLE
see detail 7 on drawing L-05
- UPLIGHT
see electrical drawing
- ELECTRICAL OUTLET ON PEDESTAL
see electrical drawing
- ARMOURSTONE
see detail 5 on drawing L-05
- C.I.P. CONCRETE SIGN WALL
see detail 8 on drawing L-05
- WAYFINDING SIGN ON CONCRETE PAD
see detail 6 on drawing L-05



1 DECIDUOUS TREE PLANTING DETAIL
N.T.S.



2 SHRUB PLANTING DETAIL
N.T.S.



3 PERENNIALS AND GRASSES DETAIL
N.T.S.

CIMA+
2nd Floor - 415 Sandhill Road West, Boomeraville, ON L1C 0A2
Phone: 905-697-4464

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1	2025-01-17	PB	ISSUED FOR 75% REVIEW
DATE	BY	ISSUES / REVISIONS	

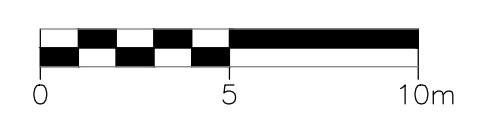
PROJECT:

CAMPUS BLOCK
SITE BEAUTIFICATION

DRAWING:
PLANTING PLAN

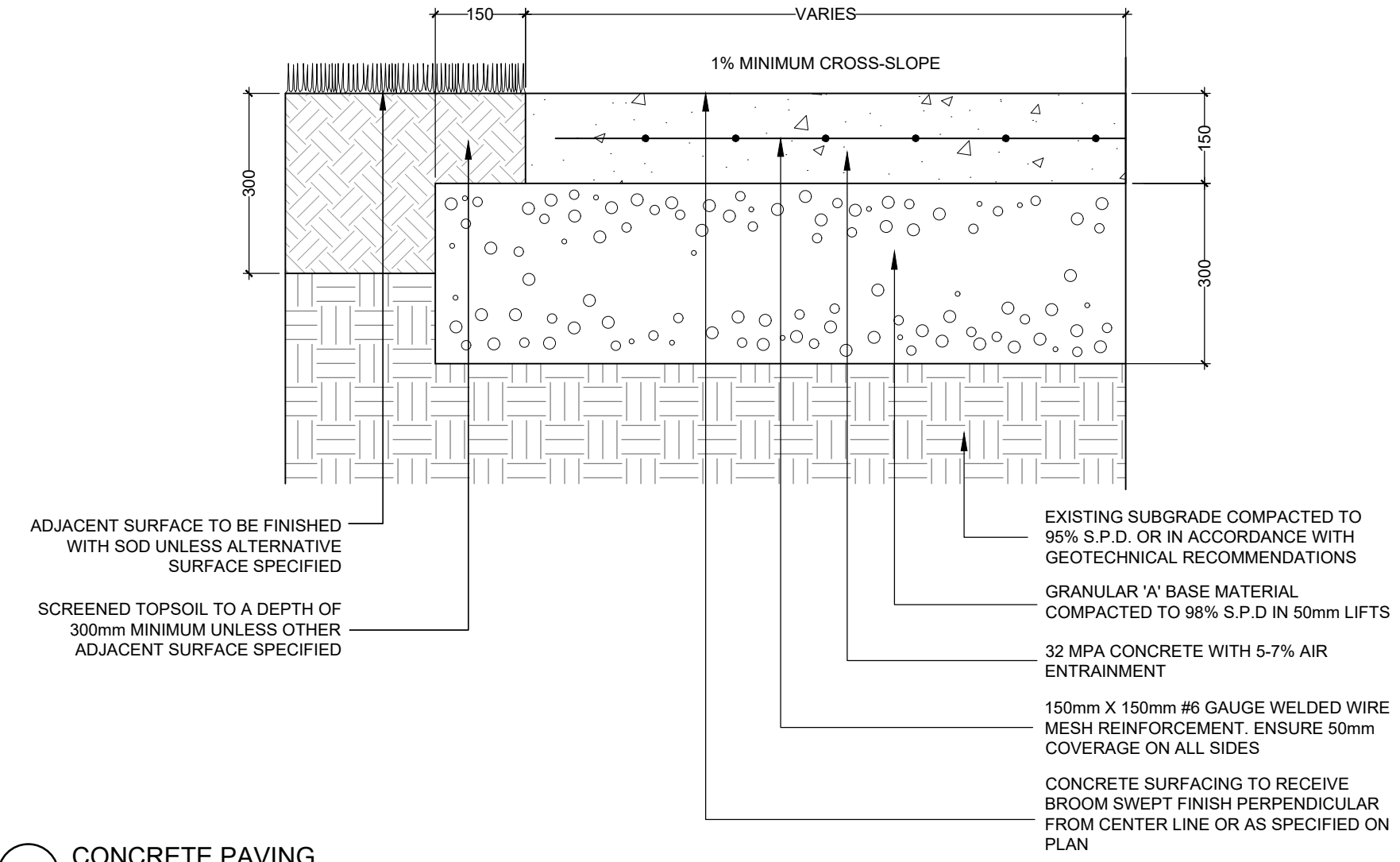
DRAWN BY: T. VALDOCK	CHECKED BY: P. BROCKS	PROJECT C14-0659
DESIGNED BY: T. VALDOCK	APPROVED BY: L. CULLEN	DRAWING No.
SCALE: 1:200	DATE: JULY 2024	L04

BENCHMARK:
TBM1
 TOP OF PIN IN SOUTH FACE OF HYDRO POLE ON SOUTH WEST CORNER OF COLBORNE STREET AND CAMBRIDGE STREET. **264.698**
TBM2
 TOP OF NAIL HEAD IN EAST FACE HYDRO POLE ON NORTH EAST CORNER OF VICTORIA AVENUE AND FRANCIS STREET. **265.316**



NOTES:

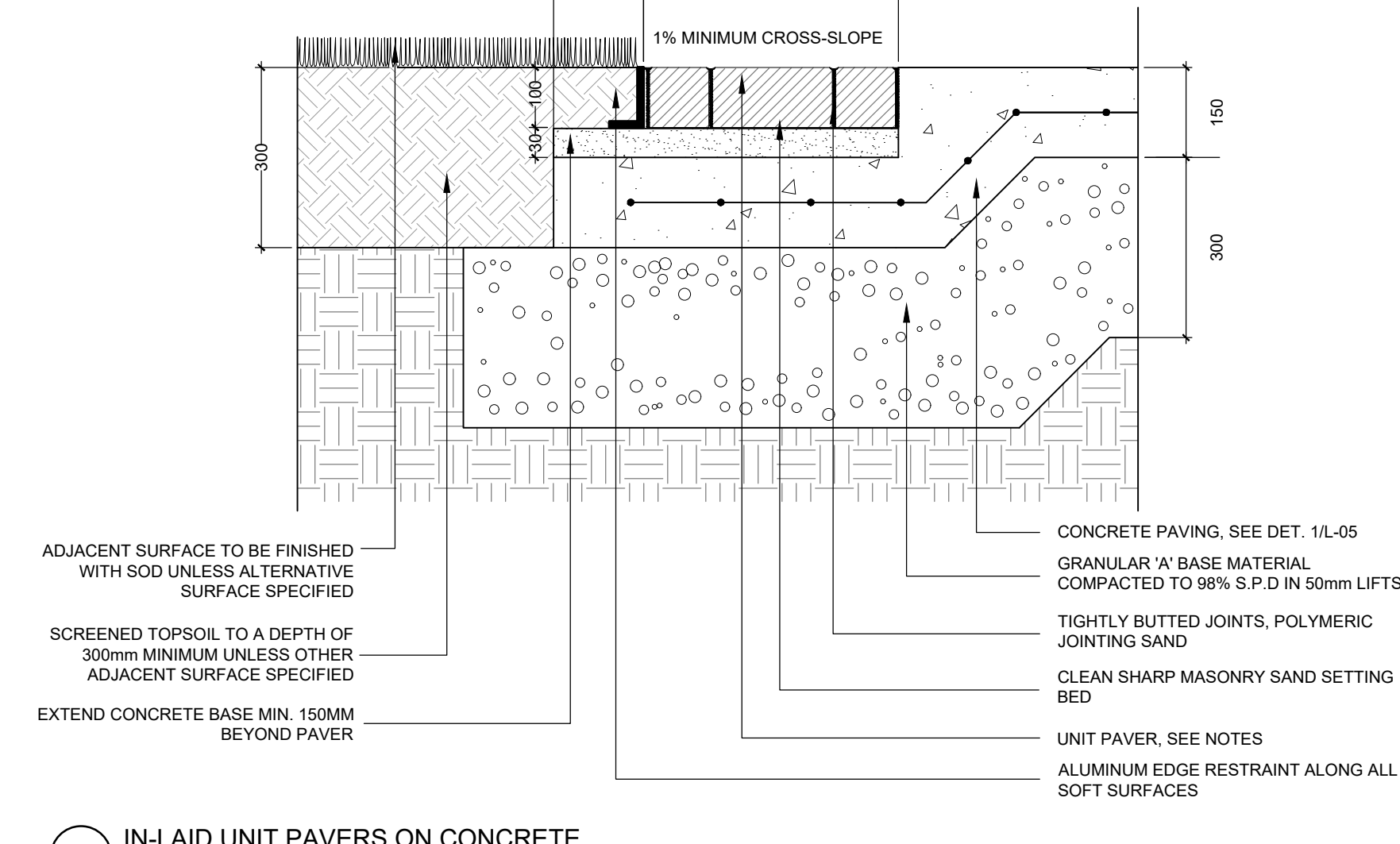
1. ALL DIMENSIONS IN MILLIMETERS
2. EXPANSION JOINTS TO BE NON-EXTRUDED RESILIENT BITUMINOUS OR BITUMINOUS MATERIAL, 10mm THICK, SPACED 6000mm O.C. TO FULL DEPTH OF CONCRETE SLAB OR AS SPECIFIED ON PLAN.
3. EXPANSION JOINTS REQUIRED WHERE CONCRETE PAVING ABUTS STRUCTURES.
4. CONTROL JOINTS TO BE SAW CUT TO 50mm DEPTH AND SPACED 1500mm O.C. OR AS SPECIFIED ON PLAN.



1 CONCRETE PAVING
1:10

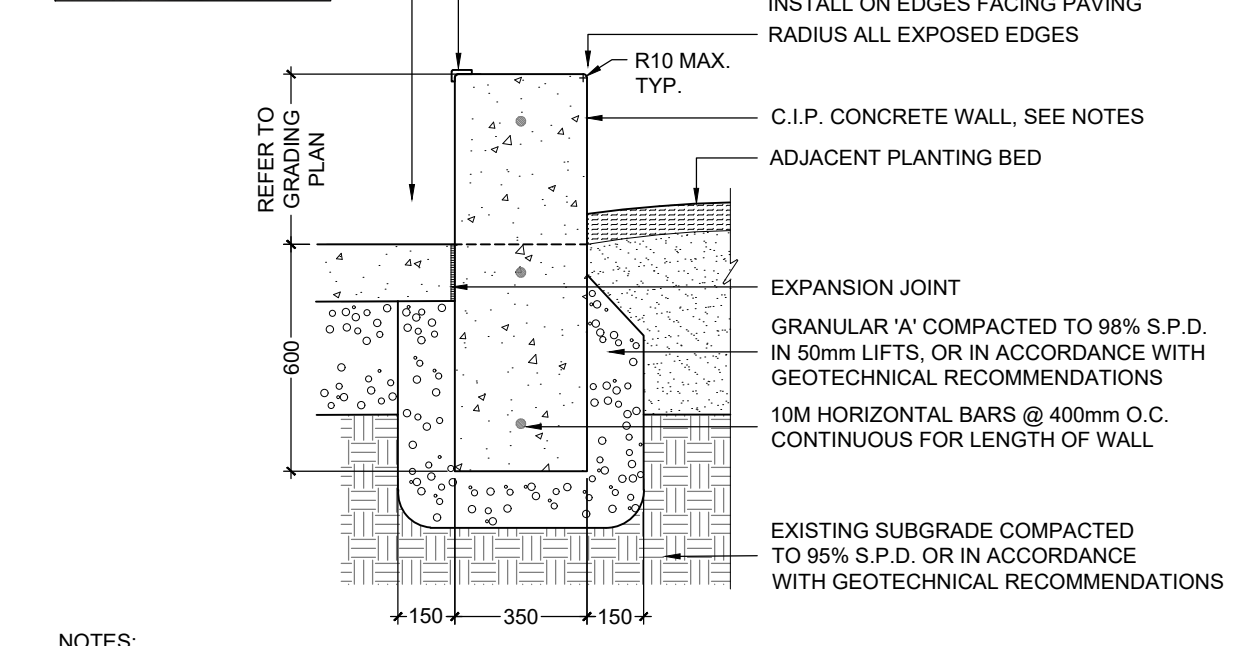
NOTES:

1. ALL DIMENSIONS IN MILLIMETERS
2. UNIT PAVER TO BE "TROMENADE PLANK PAVEN" BY UNILOCK INC.
- 2.1. UNIT PAVER SIZES: 200x600x100 UNIT AND 100x200x100 UNIT
- 2.2. LAYING PATTERN: REFER TO LAYOUT ENLARGEMENT PLANS FOR LAYING PATTERN.
- 2.3. FINISH AND COLOUR: I.L. CAMPO BRUSHED FINISH, GRANITE BLEND
3. JOINTING SAND COLOUR: T.B.C.
4. INSTALL AS PER MANUFACTURER'S RECOMMENDATIONS.
5. REFER TO GRADING PLAN FOR SURFACE SLOPES.



2 IN-LAID UNIT PAVERS ON CONCRETE
1:10

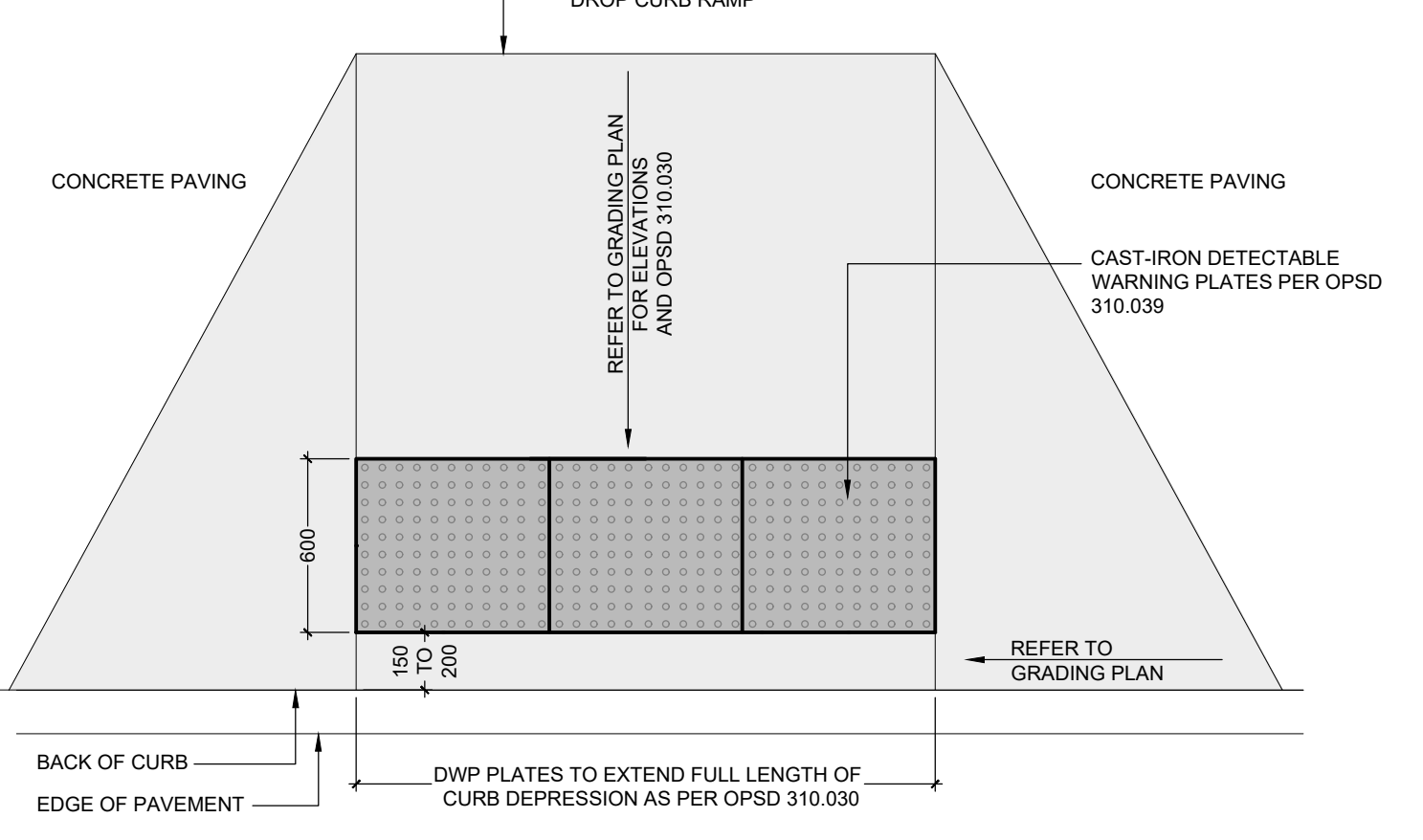
MAGLIN MAC-0300-00001 SKATE DETERRENT - WALL MOUNT



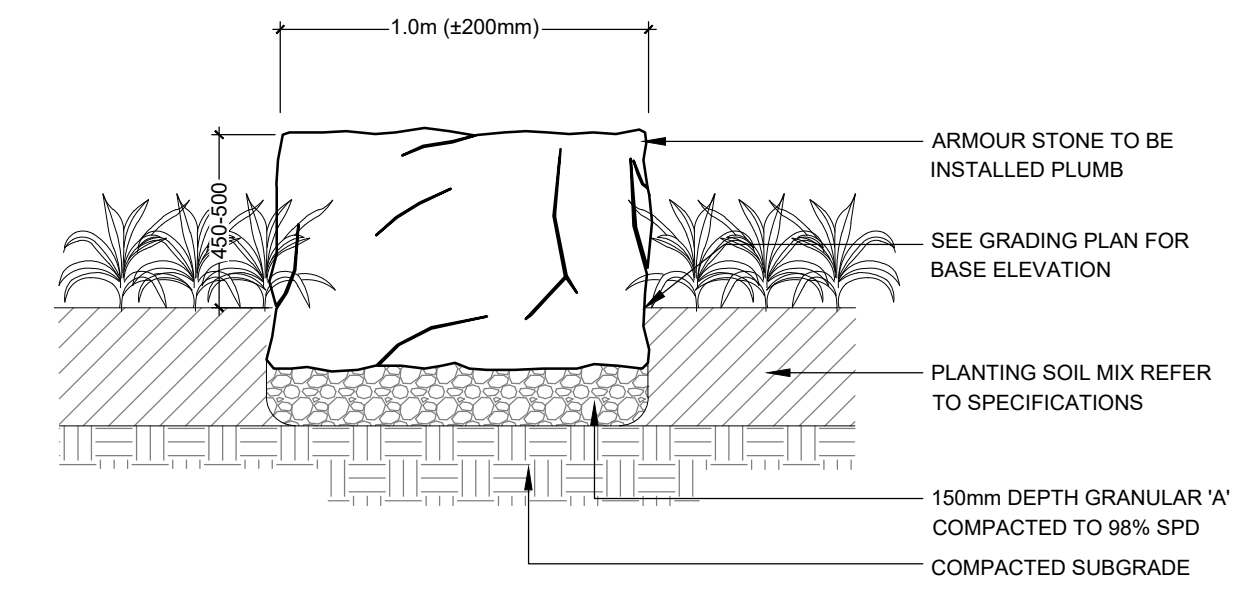
NOTES:

1. ALL DIMENSIONS IN MILLIMETERS
2. REFER TO GRADING PLAN FOR TOP OF WALL ELEVATION/WALL HT.
3. CONCRETE MIX TO BE 32 MPa AT 28 DAYS.
4. CONCRETE FINISH TO BE SMOOTH FINISH.
5. WATER-BASED ANTI-GRAFFITI COATINGS/SEALANT TO BE APPLIED TO ALL EXPOSED SURFACES. PRODUCT SUBMITTAL TO BE APPROVED.
6. MIN. 50mm REINFORCING BAR COVER (TYP.)
7. EXPANSION JOINTS TO BE NON-EXTRUDED RESILIENT BITUMINOUS OR BITUMINOUS MATERIAL, 10mm THICK, SPACED 6000mm O.C. TO FULL DEPTH OF CONCRETE SLAB OR AS SPECIFIED ON PLAN.
8. INSTALL SKATE DETERRENT PER MANUFACTURER'S INSTRUCTIONS USING NON-CORROSIVE FASTENERS.

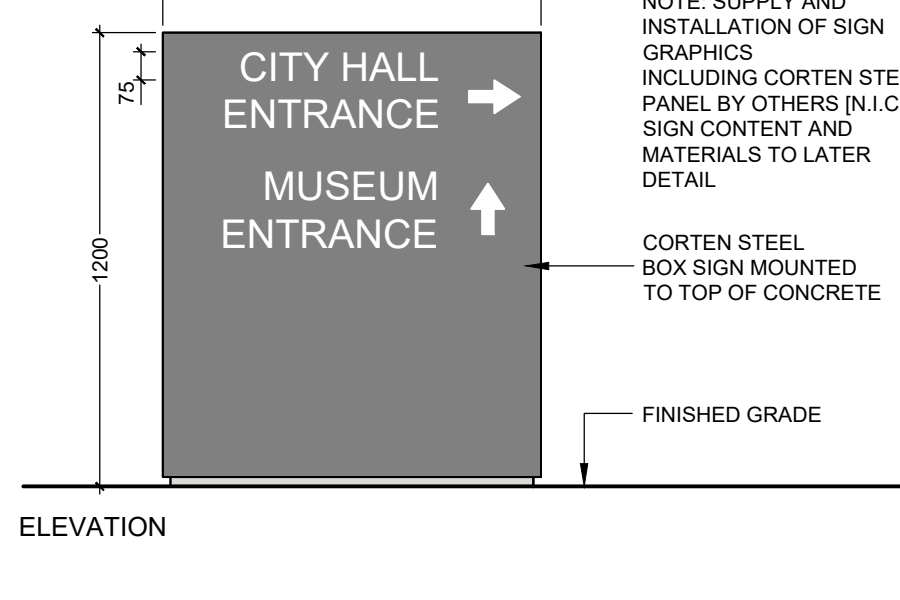
3 LOW C.I.P. CONCRETE WALL
1:20



4 DETECTABLE WARNING PLATES (DWP)
N.T.S.



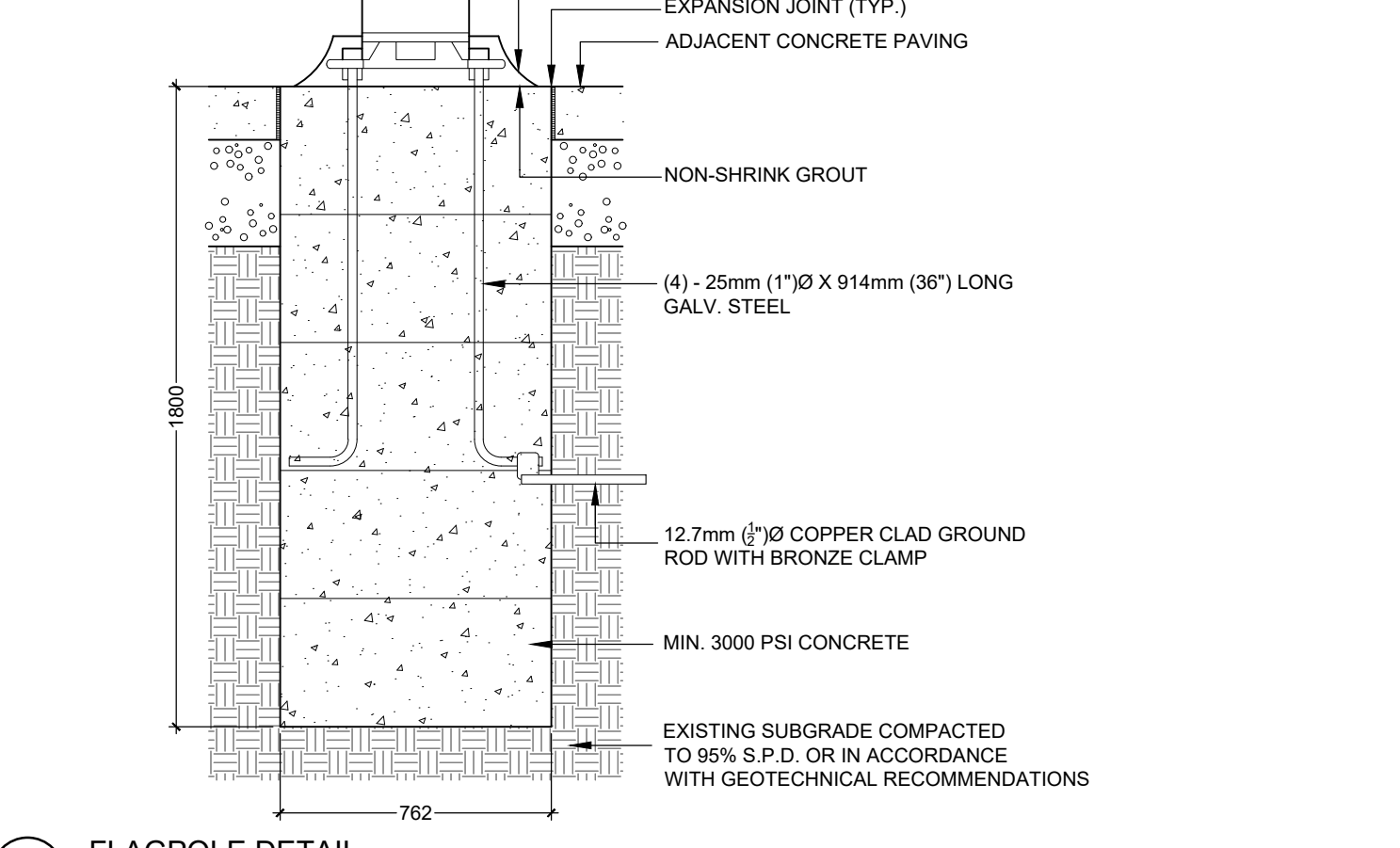
5 ARMOUR STONE DETAIL
N.T.S.



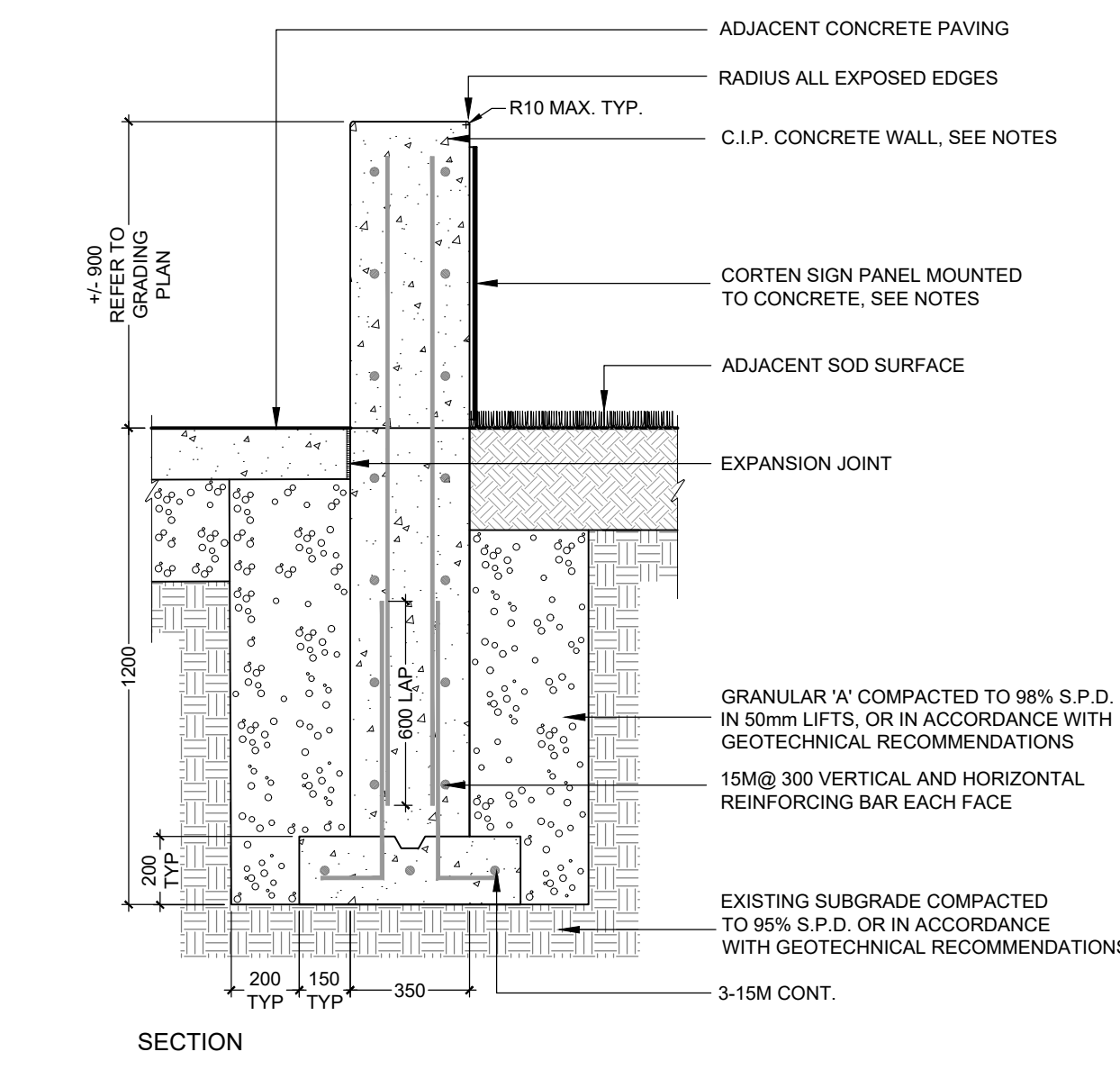
6 WAYFINDING SIGN ON CONCRETE PAD
1:20

NOTES:

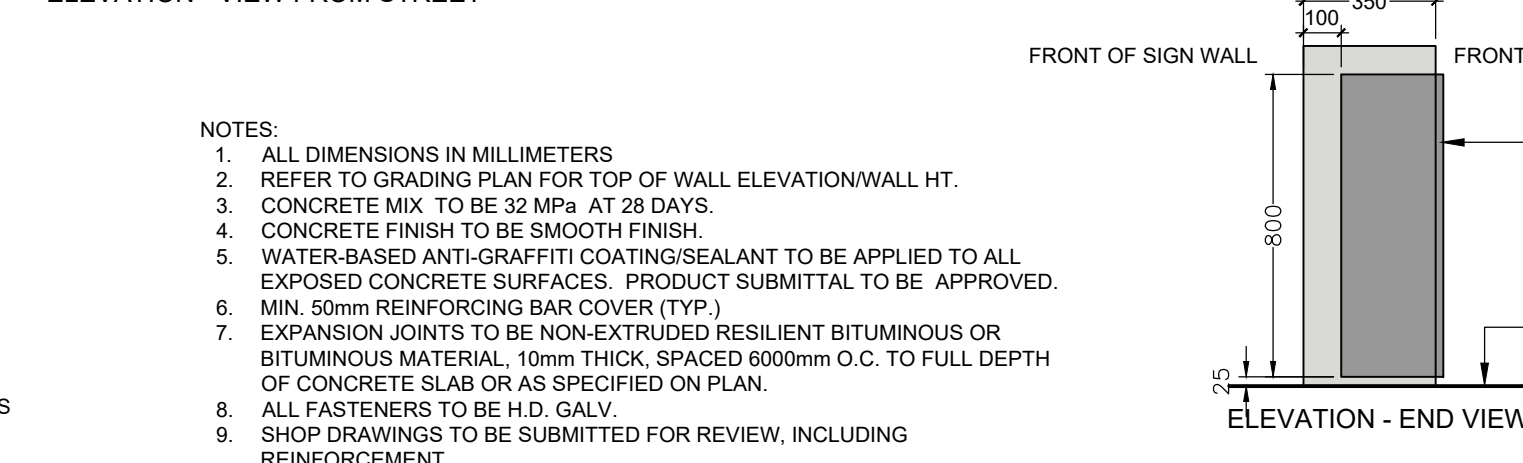
1. ALL DIMENSIONS IN MILLIMETERS
2. EXPANSION JOINTS TO BE NON-EXTRUDED RESILIENT BITUMINOUS OR BITUMINOUS MATERIAL, 10mm THICK, SPACED 6000mm O.C. TO FULL DEPTH OF CONCRETE SLAB OR AS SPECIFIED ON PLAN.



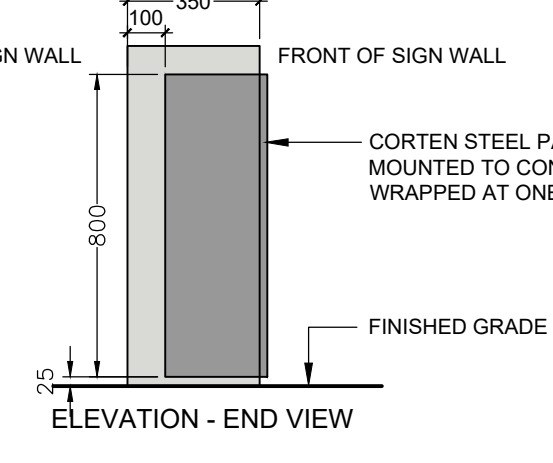
7 FLAGPOLE DETAIL
1:20



8 C.I.P. CONCRETE SIGN WALL 'A'
1:20



ELEVATION - VIEW FROM STREET



ELEVATION - END VIEW



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1	2025-01-17	PB	ISSUED FOR 75% REVIEW
DATE	BY	ISSUES / REVISIONS	

PROJECT: **Kawartha Lakes Jump In CAMPUS BLOCK SITE BEAUTIFICATION**

DRAWING: **DETAILS**

DRAWN BY:	CHECKED BY:	PROJECT
T. VALDOCK	P. BROCKS	C14-0659
DESIGNED BY:	APPROVED BY:	DRAWING No.
T. VALDOCK	L. CULLEN	
SCALE:	DATE:	
AS NOTED	JULY 2024	L05

MBE-2300-00015 **ICONIC**

MATERIALS: The legs are aluminum castings. The boards are made from Ipe wood. All brackets are made of steel.

FINISH: The Maglin Powdercoat System provides a durable finish on all aluminum castings. The wood boards are treated with penetrating sealers. The steel brackets are e-coated and powdercoated.

INSTALLATION: The bench is delivered pre-assembled. The legs have 7/16" holes for anchoring.

TO SPECIFY: Select MBE-2300-00015
Choose:
- Powdercoat Color

HEIGHT: 33 1/8" (84cm) LENGTH: 70" (177.8cm) DEPTH: 25 1/2" (64.7cm) WEIGHT: 115 lbs (52 kg)

MAGLIN
Site Furniture
1 800 716 8888
F 877 260 5883
www.maglin.com
sales@maglin.com

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1 BENCH WITH BACK
N.T.S.

MBE-2300-00017 **ICONIC**

MATERIALS: The legs and arms are aluminum castings. The boards are made from Ipe wood. All brackets are made of steel.

FINISH: The Maglin Powdercoat System provides a durable finish on all aluminum castings. The wood boards are treated with penetrating sealers. The steel brackets are e-coated and powdercoated.

INSTALLATION: The bench is delivered pre-assembled. The legs have 7/16" holes for anchoring.

TO SPECIFY: Select MBE-2300-00017
Choose:
- Powdercoat Color

HEIGHT: 33 1/4" (84.5cm) LENGTH: 70" (177.8cm) DEPTH: 25 1/2" (64.7cm) WEIGHT: 122.5 lbs (55.6kg)

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2 BENCH WITH BACK AND ARMS
N.T.S.

MBE-2300-00025 **ICONIC**

MATERIALS: The legs are aluminum castings. The boards are made from Ipe wood. All brackets are made of steel.

FINISH: The Maglin Powdercoat System provides a durable finish on all aluminum castings. The wood boards are treated with penetrating sealers. The steel brackets are e-coated and powdercoated.

INSTALLATION: The bench is delivered pre-assembled. The legs have 7/16" holes for anchoring.

TO SPECIFY: Select MBE-2300-00025
Choose:
- Powdercoat Color

HEIGHT: 18" (45.7cm) LENGTH: 70" (177.8cm) DEPTH: 20 1/8" (50.9cm) WEIGHT: 80 lbs (36.3kg)

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3 BACKLESS BENCH
N.T.S.

MTB-2300-00004 **ICONIC**

MATERIALS: The legs are aluminum castings. The boards are made from thermally modified Ash wood. All brackets are made of steel.

FINISH: The Maglin Powdercoat System provides a durable finish on all aluminum castings. The wood boards are treated with penetrating sealers. The steel brackets are e-coated and powdercoated.

INSTALLATION: The table is delivered pre-assembled. The legs have 7/16" holes for anchoring.

TO SPECIFY: Select MTB-2300-00004
Choose:
- Powdercoat Color

HEIGHT: 30" (76.2cm) LENGTH: 70" (177.8cm) DEPTH: 35 9/16" (90.3cm) WEIGHT: 110 lbs (50kg)

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4 PICNIC TABLE
N.T.S.

MBR-2300-00001 **ICONIC**

Sustainability Facts
Base Size: One (1) MBR-2300-00001 Bike Rack
Carbon footprint (GWP): 129 kg CO₂-Eq
Measured in kilograms of carbon dioxide equivalent.
Total energy use (TPE): 2480 MJ-Eq
Measured in megajoules of energy equivalent.
Water use (WDP): 1.9 m³ water
Measured in cubic metres of water.
Material recyclability: 100%
LEED v4 Credits: 1
Type III Environmental Product Declaration
Material inventory
Low VOC finishes
Free of Red List substances
Maglin is proud to be a member of the GreenSource
http://www.greensource.com/maglin/

DESCRIPTION: 2300 Series - Iconic Bike Rack: Cast Aluminum, Surface Mount, 2 Bike Configuration

FINISH: The Maglin Powdercoat System provides a durable finish on all aluminum castings.

INSTALLATION: The bike rack is delivered in parts. Reference INSTALL_MBR-2300-00001 PDF for more information.

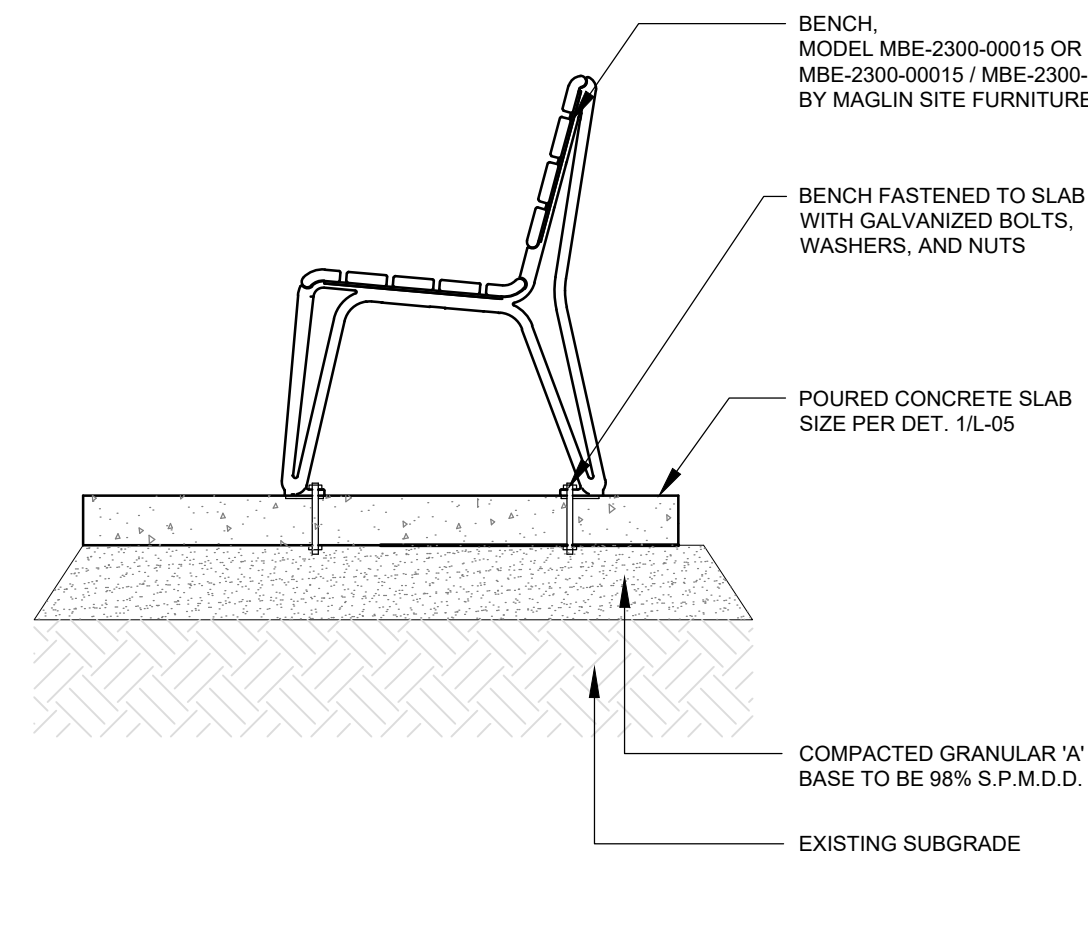
TO SPECIFY: Select MBR-2300-00001
Choose:
- Powdercoat Color

HEIGHT: 26 1/2" (67.3cm) LENGTH: 20 1/2" (52cm) WIDTH: 2" (51mm) WEIGHT: 18 lbs (8kg)

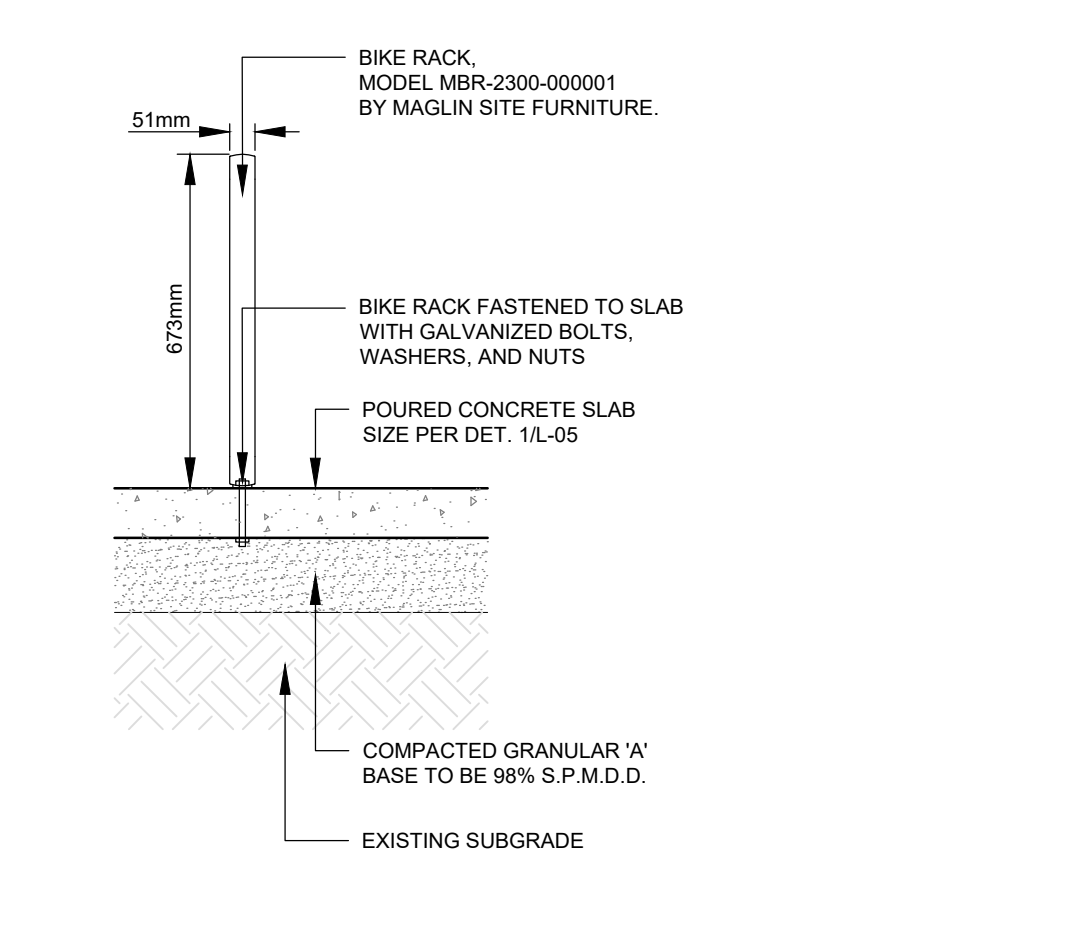
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5 BIKE RACK
N.T.S.



6 BENCH FASTENING DETAIL
N.T.S.



7 BIKE RACK FASTENING DETAIL
N.T.S.



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1	2025-01-17	PB	ISSUED FOR 75% REVIEW
	DATE	BY	ISSUES / REVISIONS

PROJECT: **Kawartha Lakes Jump In CAMPUS BLOCK SITE BEAUTIFICATION**

DRAWING: **DETAILS**

DRAWN BY:	CHECKED BY:	PROJECT
T. VALDOCK	P. BROCKS	C14-0659
DESIGNED BY:	APPROVED BY:	DRAWING No.
T. VALDOCK	L. CULLEN	
SCALE:	DATE:	
AS NOTED	JULY 2024	L06

GENERAL NOTES

1. CONTRACTOR SHALL VISIT THE SITE TO FAMILIARIZE THEMSELVES WITH THE SITE CONDITIONS. BIDDERS ARE TO COMPLETE THEIR OWN ASSESSMENT OF SITE CONDITIONS AND GRADING REQUIREMENTS.
2. CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS, QUANTITIES AND SITE CONDITIONS BEFORE PROCEEDING WITH THE WORK, AND REPORT ANY DISCREPANCIES TO THE CONTRACT ADMINISTRATOR BEFORE PROCEEDING. NO ALLOWANCE SHALL BE MADE ON BEHALF OF THE CONTRACTOR FOR FAILURE TO DO SO.
3. CONTRACTOR SHALL NOTIFY THE CONTRACT ADMINISTRATOR MINIMUM 48 HOURS PRIOR TO COMMENCEMENT OF WORK TO COORDINATE INSPECTION SCHEDULES.
4. CONTRACTOR TO CONFIRM LAYOUT OF ALL LANDSCAPE FEATURES AND PLANTINGS WITH CONTRACT ADMINISTRATOR BEFORE PROCEEDING.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIR OF ANY DAMAGE TO EXISTING STREETS, SIDEWALKS, STRUCTURES, AND OTHER FEATURES TO REMAIN DURING CONSTRUCTION OF THIS PROJECT AND SHALL REPAIR SUCH DAMAGE TO THE SATISFACTION OF THE OWNER AND THE CONTRACT ADMINISTRATOR AT NO ADDITIONAL COST.
6. THE CONTRACTOR, UPON ACCEPTANCE OF THE CONTRACT, ASSUMES COMPLETE RESPONSIBILITY AND LIABILITY FOR THE JOB SITE DURING THE COURSE OF CONSTRUCTION, AND SHALL ENSURE PUBLIC SAFETY AND CLEANLINESS OF THE PROJECT SITE AND MUNICIPAL PROPERTY NEAR THE SITE.
7. THE CONTRACTOR IS RESPONSIBLE FOR LOCATION AND PROTECTION OF ALL EXISTING UNDERGROUND AND OVERHEAD UTILITIES. THE CONSULTANT ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE LOCATION OF EXISTING UTILITIES AS INDICATED ON THE DRAWINGS.
8. CONSTRUCTION MUST CONFORM TO ALL APPLICABLE CODES AND REGULATIONS OF ALL AUTHORITIES HAVING JURISDICTION.
9. LANDSCAPE DRAWINGS SHALL BE READ IN CONJUNCTION WITH ALL OTHER CONTRACT DRAWINGS, DETAILS, SPECIFICATIONS, AND CORRESPONDENCE ISSUED DURING THE CONTRACT.

TOPSOIL

1. TOPSOIL ANALYSIS FOR IMPORTED OR STOCKPILED TOPSOIL SHALL BE COMPLETED AND TOPSOIL SHALL BE AMENDED AS RECOMMENDED IN SOIL ANALYSIS REPORT.
2. TOPSOIL SHALL BE SCREENED AND PLACED TO A MINIMUM DEPTH OF 150mm IN ALL DISTURBED AREAS.
3. PREPARE PLANTING BEDS PRIOR TO ARRIVAL OF PLANT MATERIAL ON SITE.
4. ALL PLANTING BEDS SHALL BE MIN. 500mm DEPTH. BOTTOM AND EDGES OF PLANTING BEDS AND PITS SHALL BE SCARIFIED.

PLANTING

1. NO SUBSTITUTIONS SHALL BE MADE TO PLANT SPECIES, VARIETY OR SIZE WITHOUT APPROVAL FROM LANDSCAPE ARCHITECT.
2. IN THE EVENT OF A DISCREPANCY BETWEEN PLANT LIST AND PLAN, QUANTITIES SHOWN ON PLAN SHALL TAKE PRECEDENCE OVER THE PLANT LIST.
3. REPORT ANY DISCREPANCIES BETWEEN THE PLAN AND THE LIST IMMEDIATELY TO THE LANDSCAPE ARCHITECT.
4. ALL PLANT MATERIAL SHALL BE PROVIDED IN ACCORDANCE WITH CURRENT SPECIFICATIONS ESTABLISHED BY THE CANADIAN NURSERY LANDSCAPE ASSOCIATION'S CANADIAN STANDARDS FOR NURSERY STOCK.
5. PLANTS SHALL CONFORM TO INTERNATIONAL CODE OF NOMENCLATURE FOR CULTIVATED PLANTS FOR NOMENCLATURE OF PLANTS AND WITH RECOGNIZED SCIENTIFIC NAME GIVEN IN LATEST EDITION OF STANDARDIZED PLANT NAMES. NAMES OF VARIETIES NOT NAMED THEREIN ARE TO BE IN GENERAL CONFORMITY WITH NAMES ACCEPTED IN NURSERY TRADE.
6. PROVIDE ALL PLANT MATERIAL IN ACCORDANCE WITH SPECIFICATIONS ESTABLISHED BY THE CANADIAN NURSERY LANDSCAPE ASSOCIATION'S CANADIAN STANDARDS FOR NURSERY STOCK.
7. THE CONTRACTOR SHALL STAKE PLANTING LOCATIONS AND CONFIRM LAYOUT OF ALL TREE PLANTINGS BEFORE PROCEEDING.
8. WATER TEST EXCAVATED TREE PITS FOR POROSITY PRIOR TO PLANTING AND REPORT TO LANDSCAPE ARCHITECT IF DRAINAGE IS NOT ADEQUATE.
4. PLANTS SHALL BE FRESHLY DUG AND IN HEALTHY, VIGOROUS CONDITION AT ARRIVAL ON SITE. HEELED-IN PLANTS OR PLANTS FROM COLD STORAGE WILL NOT BE ACCEPTED. WHENEVER PRACTICAL, SUPPLY PLANTS FROM NURSERIES LOCATED WITHIN SAME HARDINESS ZONE AND SIMILAR SOIL CONDITIONS TO THE SITE.
5. IN ALL PLANTING OPERATIONS, BACKFILL WITH SOIL MIXTURE IN 150 MM LAYERS AND FIRMLY TAMP EACH LAYER TO ENSURE PLANT RETAINS ITS ORIENTATION. ENSURE NO AIR POCKETS REMAIN AROUND ROOTS. WATER THOROUGHLY.
6. PLANTING BEDS SHALL BE CONTINUOUS AROUND SHRUBS AND PERENNIALS WITH MULCH PLACED THROUGHOUT THE BED.
7. SPACING TO BE AS SHOWN ON PLAN OR EQUALLY SPACED WITHIN AREA SHOWN ON PLAN.
8. PLANTS SHALL BE FRESHLY DUG AND IN HEALTHY, VIGOROUS CONDITION AT ARRIVAL ON SITE. HEELED-IN PLANTS OR PLANTS FROM COLD STORAGE WILL NOT BE ACCEPTED. WHENEVER PRACTICAL, SUPPLY PLANTS FROM NURSERIES LOCATED WITHIN SAME HARDINESS ZONE AND SIMILAR SOIL CONDITIONS TO THE SITE.
9. ALL DISTURBED AREAS SHALL BE REINSTATED WITH MINIMUM 150 mm IMPORTED SCREENED TOPSOIL AND SOD.

SODDING

1. PRIOR TO SOD PLACEMENT, TOPSOIL SHALL BE FINE GRADED TO ENSURE THE SURFACE IS FREE OF HUMPS AND HOLLOW WITH SMOOTH, EVEN GRADE, TO TOLERANCE OF +/- 15mm.
2. SOD SHALL CONFORM TO THE SPECIFICATIONS OF LANDSCAPE ONTARIO AND THE NURSERY SOD GROWERS' ASSOCIATION OF ONTARIO.
3. SOD SHALL BE NUMBER ONE TURFGRASS NURSERY SOD.
4. LAY SOD IN ROWS, PERPENDICULAR TO DIRECTION OF SLOPE, WITH JOINTS STAGGERED. BUTT SECTIONS CLOSELY WITHOUT OVERLAPPING OR LEAVING GAPS BETWEEN SECTIONS. CUT OUT IRREGULAR, DISCOLOURED OR THIN SECTIONS WITH SHARP IMPLEMENTS.
5. ROLL SOD AFTER INSTALLATION, TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT. PROVIDE CLOSE CONTACT BETWEEN SOD AND SOIL BY LIGHT ROLLING. USE OF HEAVY ROLLER TO CORRECT IRREGULARITIES IN GRADE IS NOT PERMITTED.

WARRANTY

1. AT THE COMPLETION OF PLANTING OPERATIONS, REMOVE ALL SURPLUS MATERIAL FROM THE SITE AT NO EXTRA CHARGE TO THE PROJECT.
2. MAKE GOOD ALL DAMAGE RESULTING FROM PLANTING OPERATIONS AT NO EXTRA CHARGE TO THE PROJECT.
3. DURING THE WARRANTY PERIOD, ALL PLANT MATERIAL THAT IS DEAD OR NOT IN AN ACCEPTABLE GROWING CONDITION OR WHICH DOES NOT MEET THE REQUIREMENTS OF THE SPECIFICATIONS SHALL BE REPLACED, AT NO EXTRA COST TO THE CONTRACT.
4. ALL T-BARS SHALL BE REMOVED AT THE CONCLUSION OF THE WARRANTY PERIOD.

TREE PROTECTION NOTES

THE CRITICAL ROOT ZONE (CRZ) OF TREES IS ESTABLISHED AS BEING 10 CENTIMETRES FROM THE TRUNK OF A TREE FOR EVERY CENTIMETRE OF TRUNK DIAMETER. THE TRUNK DIAMETER IS MEASURED AT A HEIGHT OF 1.3 METRES FOR TREES OF 15 CENTIMETRES DIAMETER AND GREATER AND AT A HEIGHT OF 0.3 METRES FOR TREES OF LESS THAN 15 CENTIMETRES DIAMETER.

1. THE CONTRACTOR MUST TAKE CARE TO ENSURE THAT NO DAMAGE OCCURS TO THE TRUNK, BRANCHES, OR ROOT SYSTEM OF ANY TREE TO REMAIN. ALL EXISTING TREES WHICH ARE TO REMAIN MUST BE PROTECTED BY THE CONTRACTOR BY AVOIDING ANY CONTACT WITH TRUNK AND BRANCHES, AND BY AVOIDING ANY ENCROACHMENT INTO CRITICAL ROOT ZONES.
2. THE CONTRACTOR MUST NOT STORE ANY EQUIPMENT OR MATERIALS ON LAWN AREAS SURROUNDING TREES, PARTICULARLY WITHIN CRITICAL ROOT ZONES.
3. NO MACHINERY OPERATION OR GRADE CHANGES ARE PERMITTED WITHIN THE CRZ OF ANY TREE TO REMAIN.
4. NO SIGNS OR NOTICES SHALL BE ATTACHED TO ANY TREE TO REMAIN.
5. EXHAUST FUMES FROM EQUIPMENT MUST NOT BE DIRECTED TOWARDS ANY TREE'S CANOPY.
6. THE CONTRACTOR SHALL SUBMIT TREE PROTECTION LAYOUT FOR APPROVAL WITH STAGING PLANS FOR EACH SECTION OF WORK. FOLLOWING APPROVED PLANS AND AS DIRECTED BY THE CONTRACT ADMINISTRATOR, THE CONTRACTOR SHALL ERECT A 1.2 m HIGH FENCE AROUND THE OUTER EDGE OF THE CRITICAL ROOT ZONE (CRZ) OF TREES AS PER TREE PROTECTION SPECIFICATION DETAIL ON DRAWING L100. FENCE SHALL BE MAINTAINED UNTIL THE WORK IN EACH SECTION IS COMPLETE. IT IS EXPECTED THAT APPROXIMATELY 80% OF THE LENGTH OF WORK AREA WILL REQUIRE TREE PROTECTION FENCING, AND THAT TREE PROTECTION FENCE WILL BE INSTALLED AND MOVED FROM ONE SECTION TO THE NEXT AS CONSTRUCTION PROGRESSES.
7. WHERE PRUNING REQUIREMENTS ARE INDICATED ON THE DRAWINGS, BRANCHES TO BE PRUNED MUST BE APPROVED BY THE CONTRACT ADMINISTRATOR, AND MUST BE REMOVED IN ACCORDANCE WITH ACCEPTED ARBORICULTURE PRACTICES BY AN ISA CERTIFIED ARBORIST.
8. ROOTS OF EXISTING TREES EXPOSED BY EXCAVATION SHALL BE CLEANLY PRUNED USING ARBORICULTURE BEST PRACTICES AS DIRECTED BY THE CONTRACT ADMINISTRATOR.
9. GRINDING OF STUMPS AND SURFACE ROOTS SHALL BE COMPLETED FOR TREES THAT ARE DESIGNATED FOR REMOVAL TO A DEPTH OF 300mm OR AS DIRECTED BY THE CONTRACT ADMINISTRATOR. STUMP GRINDING AND REINSTATEMENT TO FINISH GRADE WITH TOPSOIL AND SOD SHALL TAKE PLACE. IF STUMP GRINDING MAY CAUSE ADVERSE AFFECT TO TREES TO REMAIN, TRUNKS MUST BE CUT FLUSH TO EXISTING GRADE. STUMP GRINDING / CUTTING AND REINSTATEMENT OF FINISHED GRADE SHALL BE COMPLETED TO THE SATISFACTION OF THE CONTRACT ADMINISTRATOR.
10. ALL DISTURBED AREAS SHALL BE REINSTATED WITH TOPSOIL TO FILL EXCAVATED AREAS UP TO SURROUNDING FINISHED GRADE. SOD SHALL BE PLACED FOLLOWING CONTRACT ADMINISTRATOR'S APPROVAL OF FINISHED GRADE.

TREE PRUNING NOTES

1. PRIOR TO COMMENCEMENT OF WORK, THE CONTRACTOR SHALL REVIEW THE SITE AND CONFIRM THE SCOPE OF WORK TO BE COMPLETED.
2. TREE BRANCHES MUST BE PRUNED TO PROVIDE THE MINIMAL CLEARANCE REQUIRED TO COMPLETE CONSTRUCTION.
3. ALL PRUNING WORKS SHALL BE REVIEWED AND APPROVED BY THE CLIENT PRIOR TO COMMENCING THE WORK. PRUNING SHALL BE COMPLETED USING BEST PRACTICES UNDER THE SUPERVISION OF AN ISA CERTIFIED ARBORIST.
4. ALL PRUNED MATERIAL SHALL BE REMOVED FROM THE SITE.



IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM THEMSELVES OF EXISTING CONDITION, AND THE EXACT LOCATION OF, AND ASSUME ALL LIABILITY FOR DAMAGE TO ALL UTILITIES SERVICES AND STRUCTURES WHETHER ABOVE GROUND OR BELOW GRADE BEFORE COMMENCING THE WORK. SUCH INFORMATION IS NOT NECESSARILY SHOWN ON THE DRAWING, AND WHERE SHOWN, THE ACCURACY CANNOT BE GUARANTEED.

WITH THE SOLE EXCEPTION OF THE BENCHMARK(S) SPECIFICALLY DESCRIBED FOR THIS PROJECT, NO ELEVATION INDICATED OR ASSUMED HEREON IS TO BE USED AS A REFERENCE ELEVATION FOR ANY PURPOSE.

ALL DIMENSIONS AND INFORMATION SHALL BE CHECKED AND VERIFIED ON THE JOB AND ANY DISCREPANCIES MUST BE REPORTED TO THE MUNICIPALITY BEFORE COMMENCING THE WORK. DRAWINGS ARE NOT TO BE SCALED.

1	2025-01-17	PB	ISSUED FOR 75% REVIEW
	DATE	BY	ISSUES / REVISIONS

PROJECT:

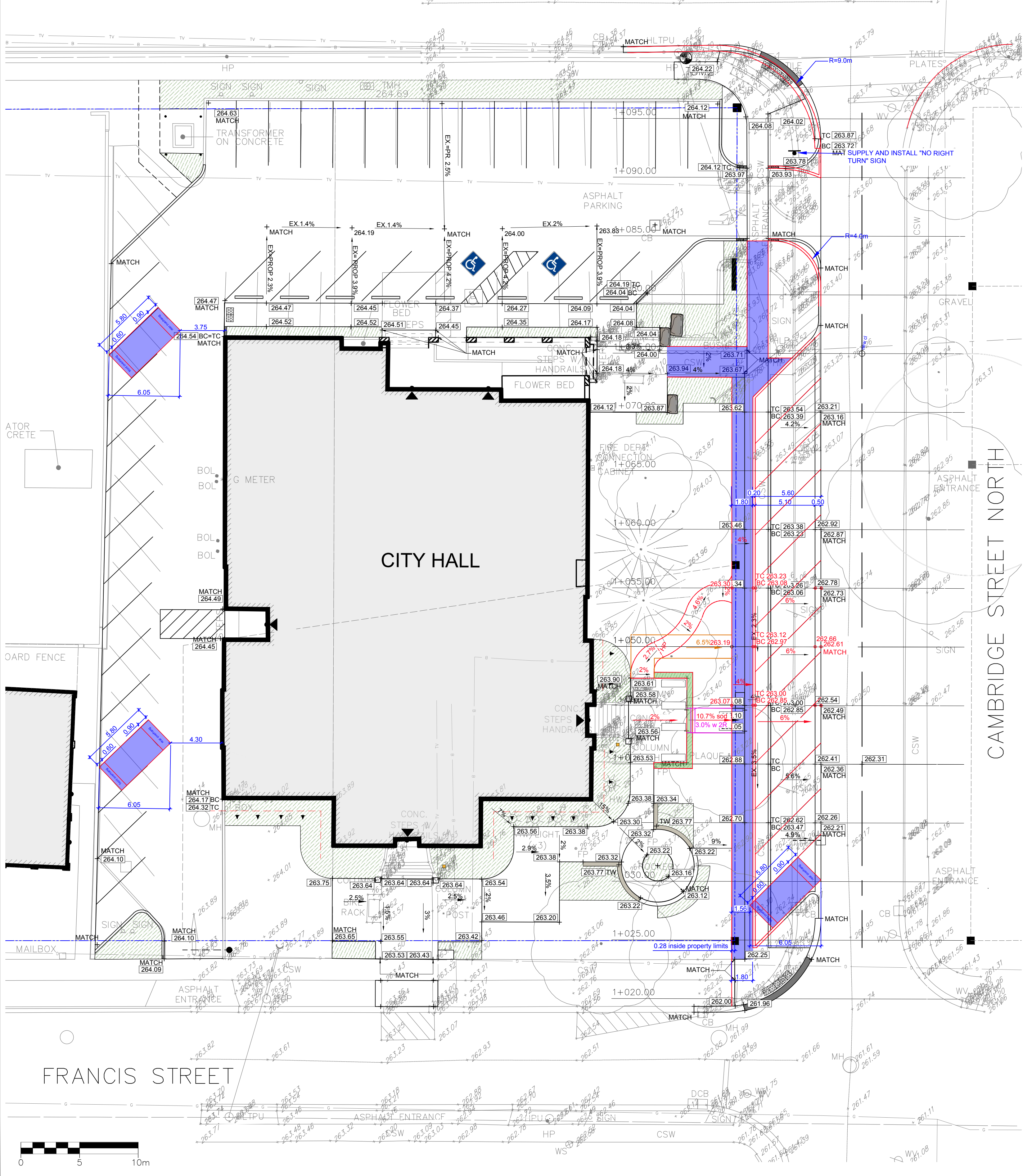
**CAMPUS BLOCK
SITE BEAUTIFICATION**

DRAWING:

GENERAL NOTES

DRAWN BY:	CHECKED BY:	PROJECT
T. VALDOCK	P. BROCKS	C14-0659
DESIGNED BY:	APPROVED BY:	DRAWING No.
T. VALDOCK	L. CULLEN	L07
SCALE:	DATE:	
	JULY 2024	

COLBORNE STREET WEST



LEGEND

- EXISTING GRADE
- PROPOSED GRADE
- EXISTING TREE TO REMAIN
- DECIDUOUS TREE
- MULTI-STEM DECIDUOUS TREE
- CURB
- DROP CURB
- PLANTING AREA
- ASPHALT
- LOW C.I.P. CONCRETE SEATWALL
- CONCRETE PAVING
- DETECTABLE WARNING PLATES
- UNIT PAVER ACCENT PAVING
- FLAGPOLE FOOTING
- UPLIGHT
see electrical drawing
- ELECTRICAL OUTLET ON PEDESTAL
see electrical drawing
- ARMOURSTONE
- C.I.P. CONCRETE SIGN WALL
see detail 6 on drawing L-05
- WAYFINDING SIGN ON CONCRETE PAD
see detail 6 on drawing L-05

CIMA+
2nd Floor - 115 Sandline Road West, Bowmanville, ON L1C 2A2
Phone: 905-697-4464 www.cima.ca

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM THEMSELVES OF EXISTING CONDITION, AND THE EXACT LOCATION OF, AND ASSUME ALL LIABILITY FOR DAMAGE TO ALL UTILITIES SERVICES AND STRUCTURES WHETHER ABOVE GROUND OR BELOW GRADE BEFORE COMMENCING THE WORK. SUCH INFORMATION IS NOT NECESSARILY SHOWN ON THE DRAWING, AND WHERE SHOWN, THE ACCURACY CANNOT BE GUARANTEED.

WITH THE SOLE EXCEPTION OF THE BENCHMARK(S) SPECIFICALLY DESCRIBED FOR THIS PROJECT, NO ELEVATION INDICATED OR ASSUMED HEREON IS TO BE USED AS A REFERENCE ELEVATION FOR ANY PURPOSE.

ALL DIMENSIONS AND INFORMATION SHALL BE CHECKED AND VERIFIED ON THE JOB AND ANY DISCREPANCIES MUST BE REPORTED TO THE MUNICIPALITY BEFORE COMMENCING THE WORK. DRAWINGS ARE NOT TO BE SCALED.

1	2025-01-17	PB	ISSUED FOR 75% REVIEW
	DATE	BY	ISSUES / REVISIONS

PROJECT:

Kawartha Lakes
Jump In
CAMPUS BLOCK
SITE BEAUTIFICATION

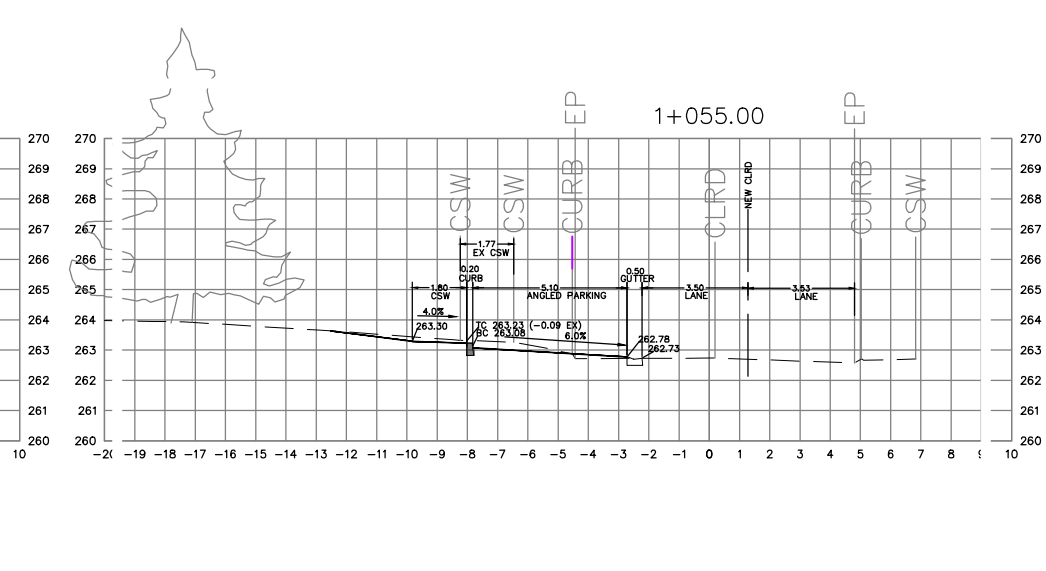
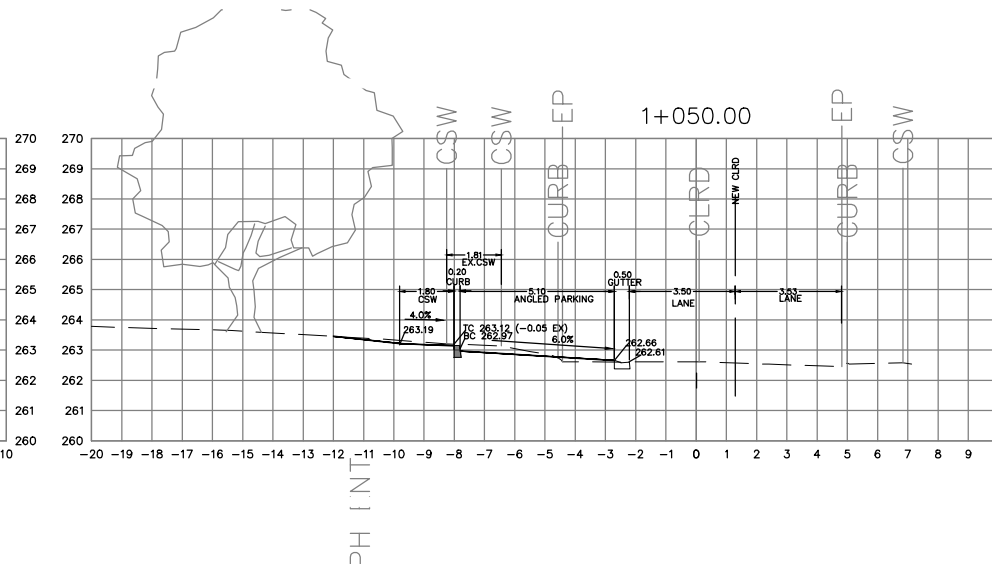
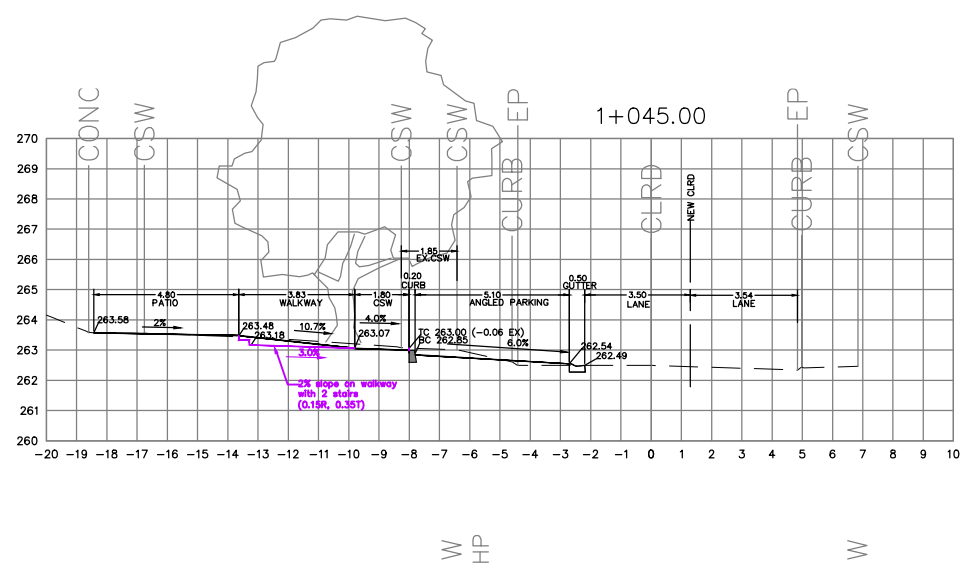
DRAWING:

GRADING PLAN

DRAWN BY:	CHECKED BY:	PROJECT
T. VALDOCK	P. BROCKS	C14-0659
DESIGNED BY:	APPROVED BY:	DRAWING No.
T. VALDOCK	L. CULLEN	
SCALE:	DATE:	
	1:200	JULY 2024

BENCHMARK:
BM1
 TOP OF PIN IN SOUTH FACE OF HYDRO POLE ON SOUTH WEST CORNER OF COLBORNE STREET AND CAMBRIDGE STREET. **264.698**
BM2
 TOP OF NAIL HEAD IN EAST FACE HYDRO POLE ON NORTH EAST CORNER OF VICTORIA AVENUE AND FRANCIS STREET. **265.316**

DATE: 07/04/2024 FILE: Z:\Users\CAT\p04313\CT-0659-040-001-Site Design & CA (Kawartha Lakes)\3D\JUMP IN\CAD\014-0659_LANDSCAPE_PLAN_A03.dwg



TOWN OF LINDSAY
BY-LAW NUMBER

27-86

A BY-LAW TO DESIGNATE THE PROPERTY KNOWN MUNICIPALLY AS 26 FRANCIS STREET, LINDSAY, ONTARIO, AS BEING OF ARCHITECTURAL VALUE OR INTEREST.

WHEREAS The Ontario Heritage Act R.S.O. 1980, Chapter 337 provides that the Council of a municipality may designate a property within the boundaries of the municipality to be of architectural value or interest, and WHEREAS Notice of Intention to Designate the property municipally known as 26 Francis Street, Lindsay, Ontario has been given in accordance with the said Act, and WHEREAS no objection to the proposed designation has been served on the Clerk of the Municipality.

NOW THEREFORE THE COUNCIL OF THE

CORPORATION OF THE TOWN OF LINDSAY ENACTS AS FOLLOWS:

1. There is designated as being of architectural interest or value the southerly and easterly facades of the exterior of the Victoria County Court House, the roof and those portions of the first floor interior including the main Courtroom (and entrance) including among other things those items set out in Schedule "A" attached hereto of the property known as 26 Francis Street, Lindsay, Ontario, more particularly described in Schedule "B" attached hereto. This designation shall not preclude any changes that may be deemed necessary for the efficient use of the building but that any and all such changes shall be in keeping with the original and present character of the building and in consultation with the Local Architectural Conservation Advisory Committee.

2. The Municipality is hereby authorized to cause a copy of this by-law to be registered against the property described in Schedule "B" attached hereto in the proper land registry office.

3. The Clerk is hereby authorized to cause a copy of this by-law to be served on the owner of the afore-said property and on the Ontario Heritage Foundation, and to cause notice of the passing of this by-law to be published in the Lindsay Daily Post once for each of three consecutive weeks.
4. This by-law shall come into force and take effect on the final passing thereof.

Read a first time on: MAY 26 1986

Read a second time on: MAY 26 1986

Read a thired time and

finally passed on: MAY 26 1986

 MAYOR

 CLERK-
ADMINISTRATOR

SCHEDULE "A"

TO BY-LAW NUMBER 27-86

ITEMS TO BE DESIGNATED INCLUDING THE SOUTHERLY AND EASTERLY
FACADES OF THE EXTERIOR OF THE VICTORIA COUNTY COURT HOUSE, THE
ROOF AND THOSE PORTIONS OF THE FIRST FLOOR INTERIOR INCLUDING
THE MAIN COURTROOM (AND ENTRANCE):-

Exterior Masonry
Exterior Windows
Exterior Brackets
Exterior Roof Shape
Exterior Fascias
Exterior Front Entrance - Francis Street
Exterior Side Entrance and stairs with modifications
(false door - Cambridge Street)
Chimneys if rebuilt
Cupola or lantern if rebuilt
Original Moulding - Court Room
Original Balcony - Court Room and folliated columns
Original Wainscoting - Court Room
Original ceiling - Court Room
Original Windows - Court Room
Original Moulding - Main Corridor
Original Doors and Frames at Public Entrance to the Court

SCHEDULE "B"

TO BY-LAW NUMBER 27-86

I, WILLIAM BUDD BATES, Clerk-Administrator of the Town of Lindsay do solemnly declare that I am a party to Designation By-Law No. 27-86 of the Town of Lindsay which effects the following lands more particularly described as follows:

ALL AND SINGULAR those certain parcels of land and premises situate lying and being in the Town of Lindsay, in the County of Victoria, and being more particularly described as follows:

The building known as the Victoria County Court House at the municipal address of 26 Francis Street, in the Town of Lindsay, and located on Lot 11 and the east half of Lot 12, North of Francis Street, Town Plan Number 1, in the said Town of Lindsay.

I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED BEFORE ME AT

the Town of Lindsay, this

26th day of May,
1986.

W.B. Bates
W.B. Bates,
Clerk-Administrator.



Municipal Heritage Committee Report

Report Number:	KLMHC2025-024
Meeting Date:	April 3, 2025
Title:	Heritage Planning Update
Description:	Update on the general activities of the heritage planning program
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-024, **Heritage Planning Update**, be received for information.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

March 18 Council: Council directed staff to issue the notice of intention to designate for 48 Main Street at its March 18 meeting. The by-law for 19 Third Street was also passed. Amendments were made to the Committee's terms of reference with regard to subcommittees and holding closed session in relation to the evaluation of awards. The Committee's work plan was also approved.

April 8 Committee of the Whole: Committee of the Whole will receive a report recommending the designation of 55 Main Street at its April 8 meeting.

Community Heritage Ontario Conference: Community Heritage Ontario will be holding its annual conference in Picton from June 19 to June 21. There is no funding for Committee members to attend this conference, although they may attend on their own time.

Rationale:

This report is intended to provide a general update to the Committee on the activities of the heritage planning program.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

There are no financial or operational impacts as a result of the recommendations of this report.

Consultations:

N/A

Attachments:

N/A

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services



Municipal Heritage Committee Report

Report Number:	KLMHC2025-027
Meeting Date:	April 3, 2025
Title:	Municipal Heritage Committee Subcommittee Review
Description:	Review of next steps for subcommittees
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-027, **Municipal Heritage Committee Subcommittee Review**, be received; and

That the Committee members and staff report back on identified action items.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council meeting of March 18, 2025, Council amended the terms of reference for committees across the City to remove the ability to hold subcommittee meetings. The rationale for this that subcommittee meetings are not transparent and open to the public in the same way as regular committee meetings. In order to undertake work that was previously the responsibility of subcommittees, Committees will need to do that work within the context of its regular committees.

Currently, the Municipal Heritage Committee has three subcommittees, of which two have not yet met in 2025. Each of these subcommittees addresses a specific item in the Committee's approved 2025 work plan and whose work will need to be brought into the main Committee meetings. These subcommittees are:

- **Outreach Subcommittee:** The Outreach Subcommittee is primarily responsible for the organization of the Osprey Heritage Awards in 2025. The planning for this event has already been initiated and has been addressed in a separate report. The subcommittee had also begun brainstorming for other outreach events to provide community engagement and education.
- **Scugog River Subcommittee:** The Scugog River subcommittee was formed to investigate and undertake the designation of the Scugog River as a cultural heritage landscape and to undertake public outreach and education regarding its heritage significance.
- **Designated Properties Subcommittee:** This subcommittee was formed to take baseline photographs of designated properties in the City. The intention was to begin with City-owned properties.

This report is intended to facilitate the discussion of the work plan items that were going to be undertaken by these subcommittees, except for the Osprey Heritage Awards, and the development of a plan to tackle these initiatives within the structure of the main committee meeting.

Rationale:

Each of the Municipal Heritage Committee's subcommittees was in the process of developing specific projects through the subcommittee structure. The following is an overview of each project and potential for next steps and discussion.

Outreach

The Outreach Subcommittee, in addition to planning for the Osprey Heritage Awards, had begun preliminary discussions surrounding other outreach events that might be appropriate for the Committee to pursue. At the last subcommittee meeting, the subcommittee members had committed as action items to returning with their brainstorming for ideas and staff would bring back a budget to undertake outreach.

The Committee may want to consider continuing with these action items for a report back at their next meeting. Staff will report back with a budget for outreach activities. This will include workshops which the Committee has discussed as a previous meeting and are currently being planned by staff for spring and fall 2025.

Scugog River

The Scugog River subcommittee last met in 2023 and the minutes from their last meeting are attached as Appendix A. At that time, the subcommittee was pursuing two lines of action, specifically the designation of the area and the development of interpretive panels or other public education initiatives.

The Committee may want to consider how to continue to advance this work and identify specific action items it would like to pursue in relation to advancing this project. Any work undertaken by individual Committee members will need to be reported back to the main Committee in the context of a public council meeting.

Designated Properties

The Designated Property subcommittee last met in 2023 to undertake several site visits and photograph historic properties. In order to continue this work, which involves taking photographs of designated properties, Committee members will need to undertake work outside of the main Committee meeting, subject to direction from the Clerk's Office regarding this type of work as part of executing the Committee's work plan. Any work will also need to be reported back to the Committee in the main committee meeting.

If this work can be undertaken in the new structure without formal subcommittees, any members who are undertaking property photography will need to coordinate how that work is going to take place and then report back to the

Next Steps

The Committee will need to decide what it wants and is able to undertake in these three initiatives outside of the subcommittee structure. Should it choose to pursue some or all of these projects, staff will prepare standing reports on the committee's agendas to address each of these projects, outlining what has been done, as well as the identified action items for discussion and review at each Committee meeting. Committee members who undertake any work, such as research or brainstorming outside of the Committee meeting, will need to report back at the monthly meeting with their findings and activities.

Other Alternatives Considered:

The Committee could choose not to pursue the projects that were assigned to subcommittees this year.

Financial/Operation Impacts:

There are no financial or operational impacts as a result of the recommendations of this report. Budgets for specific items, such as outreach events, will be presented to the Committee as discussions arise.

Consultations:

N/A

Attachments:

Appendix A – Minutes of the February 22, 2023 Scugog River Subcommittee Meeting



20230222 Scugog
River Subcommittee M

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

Scugog River Subcommittee Minutes

February 22, 2023

Subcommittee Members: Ian McKechnie, Jon Pitcher, Julia Hartman

Staff: Emily Turner

Regrets: Athol Hart

The subcommittee began by reviewing their work from last year where they had undertaken two walks of the river, identified boundaries, views and heritage resources.

Emily asked what the goals of the subcommittee were. Ian noted that the committee wanted to provide interpretation and education about the area along the river and Julia discussed the potential for developing guidelines for development along the river and protecting heritage resources. The subcommittee recognized these were two separate projects that should be addressed separately.

The subcommittee discussed the process to develop plaques. Emily noted that they would have to collaborate with Parks staff at the City to formulate a plan, and also find identify budget and funding sources the project which could include project funding from the City or from external sources. Ian suggested that the subcommittee might want to consider a series of panels telling different stories along the river. Emily will connect the subcommittee with Parks staff to have a conversation regarding this aspect of the project.

The subcommittee discussed how protection might occur. Emily noted that the subcommittee could pursue individual designations, a heritage conservation district, or an official plan amendment. Ian noted that the subcommittee had previously discussed undertaking an official plan amendment. Emily outlined the process for undertaking this kind of process which would include undertaking a cultural heritage evaluation report, having a public meeting, and have an official plan amendment approved by Council. Julia asked if Council could choose not to approve this, which was correct. The subcommittee would like to pursue this so Emily will provide some background documents and examples for them to see what is involved with this project.

Jon suggested that the interpretive panels should be the priority and the subcommittee should continue to explore options for protection. The subcommittee agreed with this direction. Ian also discussed the need to map the sites identified in 2022 and he and Emily will work on this output together.

Action Items:

- Connect with Parks staff (Emily)
- Identify where panels should be located, content and how many (All)
- Review sample cultural heritage evaluations and official plan amendments (All)
- Prepare map of area and sites (Emily and Ian)

Next Meeting: TBD



Municipal Heritage Committee Report

Report Number: KLMHC2025-028
Meeting Date: April 3, 2025
Title: Osprey Heritage Awards
Description: Planning for the Osprey Heritage Awards
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-028, **Osprey Heritage Awards**, be received; and

That the Committee members and staff report back on identified action items.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The Osprey Heritage Awards were developed in 2018 to recognize members of the community who have had a positive influence on heritage preservation throughout Kawartha Lakes. Community members and businesses could be nominated for a variety of categories and the awards were presented at a ceremony in November. The intention of this event was to raise awareness regarding heritage preservation and provide recognition from the City for community members making a positive contribution.

The original program parameters for the awards were to hold them on a bi-annual basis, but outreach events were paused for several years due to the COVID-19 pandemic. In 2023, it was decided to hold the Osprey Heritage Awards on a bi-annual basis, alternating every other year with Doors Open. This decision was made in order to make the best use of the budget available to the Committee for outreach events and to focus the organizing capabilities of the Committee and staff on one large outreach event each year. The Osprey Heritage Awards were held in 2023 and Doors Open was held in 2024. In 2025, the scheduled event is once again the Osprey Heritage Awards.

At its meeting of January 9, 2025, the Municipal Heritage Committee decided to undertake the awards as scheduled and form an Outreach Subcommittee to organize the awards. The execution of the awards is included in the Committee's 2025 work plan. The subcommittee met on February 25 to begin planning. The subcommittee's minutes are attached as Appendix A of this report. At that meeting, the subcommittee reviewed the awards structure, discussed a timeline and began some brainstorming ideas around marketing. The subcommittee also discussed some ideas about outreach in general, which will be addressed in a separate report.

At the March 18 Council meeting, Council made amendments to all City committee Terms of Reference to remove the ability to have subcommittees. With the removal of subcommittees from Committee terms of reference, the work of the Outreach Subcommittee will now need to be undertaken within the structure of the Committee's main meetings. This report is intended to advance the planning of the Osprey Heritage Awards for 2025.

Rationale:

At the last subcommittee meeting, the Outreach subcommittee identified the following action items for discussion:

- Review of Osprey Awards categories
- Brainstorming marketing ideas and timelines

The Committee should review and discuss these action items and identify priorities and next steps in these areas.

Staff also committed to reporting back to the subcommittee regarding direction that was forthcoming from the Clerk's Office related to processes around awards. As part of the amendments to the Committee's Terms of Reference made on March 18, 2025, the Committee will now have to meet in closed sessions as a full committee to determine the award winners after which a report will be presented in closed session to Council for final approval. Once the report is approved by Council, awards will then be handed out to the recipients in a Council meeting.

The awards have traditionally taken place in December and the subcommittee was in agreement that December should be the target date for the 2025 awards. In order to align with the Council meeting on December 9, the Committee will need to review the award nominees at its meeting in October so that they can be reviewed and approved by Council in November and the award recipients notified.

In 2023, the subcommittee decided to host a lunch for the award winners where the awards were handed out. Although the awards will now be handed out at Council, the subcommittee still expressed the desire to have a lunch for the award winners. This can be facilitated immediately before the commencement of the regular Council agenda at 1pm on December 9. Staff have tentatively booked the Victoria and Weldon Rooms at City Hall to host a lunch. The Committee should discuss how it would like to execute a lunch and recipient recognition event.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

There are no financial or operational impacts of this report. The budget for the Osprey Heritage Awards has been allocated in the 2025 Heritage Planning budget and reviewed by the Committee.

Consultations:

N/A

Attachments:

Appendix A – February 25 Outreach Subcommittee Minutes



20250225 Outreach
Subcommittee Minute

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

Outreach Subcommittee Minutes

February 25, 2025

Subcommittee Members : Ian McKechnie, Tom Barnett, Athol Hart (absent)

Staff: Emily Turner, Jaydev Bhatt

Emily provided a summary of the last Osprey Awards in 2023 which included four different awards. The subcommittee agreed that these awards were all worth continuing and would review them for any additions or changes in terms of how they were worded or presented. The subcommittee reviewed the design of the previous award that has been approved by the City's Communications team.

Emily let the subcommittee know that the Clerk's Office was looking at some changes for how Committees administered awards and that it would likely require a report to Council. This will need to be built into the award timeline. Emily will report back to the subcommittee when this direction is received.

The subcommittee discussed marketing for the awards. Tom suggested that marketing focus more on non-digital avenues, such as printouts and radio, to bring in people who do not use the City's Facebook page and website. Ian suggested distributing flyers through avenues such as church notice boards or similar. Emily let the subcommittee know that the City's website was being revamped and that would happen around June so it made sense to wait until then to launch any marketing.

The subcommittee discussed timing and agreed that holding the awards in early December as had been done in the past was a good idea. Ian suggested that the nominations open in June and close in September to give lots of time for submission, review and a report to Council if required. Everyone agreed with this timing.

The subcommittee discussed what the awards presentation would look like. Emily noted that this would likely depend on direction from the Clerk's Office and there may be direction to present the awards at a Council meeting. The subcommittee suggested that it might be a good idea to still have a lunch before the Council meeting to celebrate the award winners and Ian noted it was a really positive event last year.

The subcommittee also discussed other outreach activities besides the Osprey Awards. Emily suggested that at the next meeting everyone bring back ideas for additional outreach initiatives and she will review the budget to start thinking about what is feasible in 2025.

Action Items:

- Review Osprey Awards categories (all)
- Brainstorm marketing ideas (all)
- Brainstorming ideas for other types of outreach (all)
- Review budget (Emily)
- Report back on Clerk's Office direction (Emily)

Next Meeting: March 24, 2025



Municipal Heritage Committee Report

Report Number:	KLMHC2025-029
Meeting Date:	April 3, 2025
Title:	Historic Plaque Program
Description:	Discussion regarding the development of a new historic plaque program
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-029, **Historic Plaque Program**, be received; and

That staff report back with a summary of the Committee’s discussion for review and next steps.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The Municipal Heritage Committee's 2025 Work Plan includes an action item to develop and implement a new heritage plaquing program. At present, the City administers one plaque program for designated heritage buildings. These plaques, which are provided by the City to designated heritage property owners for installation on their buildings, are small bronze plaques which include the name or address of the building, its date of construction, and its identification as a heritage property. This is a longstanding program which has its root in several of Kawartha Lakes' predecessor municipalities and continued with Heritage Victoria, the former name of the Kawartha Lakes Municipal Heritage Committee. The majority of designated properties in the City have these plaques installed on them and new plaques are ordered for designated properties as they are designated.

The idea for an expanded plaque program that includes plaques with historical information and storytelling has been discussed by the Municipal Heritage Committee, staff and members of the public for several years. There is demand and interest in the community for these types of plaques to tell the stories of different historic sites across Kawartha Lakes. Further, the new Economic Development Strategy expresses the importance of storytelling and celebration of place through its Objective 4.4: Lead, partner and foster heritage conservation. The new plaque program would advance Starting Action 3 under this objective (Lead heritage outreach programming to celebrate connection to, and importance of, place) and broadly align with other cultural heritage programming at the City, including the Moments and Memories program under the Curatorial Services portfolio.

A review of other municipalities in Ontario shows that there are a range of different heritage plaque programs including those for designated properties similar to the City's existing bronze plaques as well as those with larger plaques or interpretive panels that include photographs and storytelling about historic places, including those which are still in existence and those which are not. There are a wide variety of specifications for this latter category of plaque, largely dependant on the materials and scope of material included on them. Given the existing budget for this program, as noted below, the new plaques would likely be of a size to be able to accommodate 200-300 words of text along with 2-3 photographs of the building or location.

The report is intended to be a starting place for the Committee to brainstorm ideas about how a plaque program will function, including its objective and how sites are chosen for a plaque.

Rationale:

This heritage plaquing program will be a new initiative for the City and will require a framework and program guidelines for transparency, consistency and long-term viability. To start the development of that framework, the Committee may want to discuss the following:

- What types of historic sites will be eligible for a plaque?
- How will sites be identified?
- How will the community be involved in nominating and selecting sites?
- What are the Committee's priorities for the launch of the program in 2025?
- How will the program be publicized and marketed?

Once the Committee has brainstormed some ideas around this potential program, staff will compile the ideas and next steps for presentation back to the Committee at its next meeting. Staff will also initiate internal discussion with other departments to align this program with other City initiatives, such as the upcoming Signage Strategy and plaquing and interpretive panels that are developed by other City divisions, such as for infrastructure projects and new development. Heritage staff have also been discussing the plaque program with Communications and Marketing staff regarding the design of the plaque, alignment with accessibility and branding guidelines, and longevity. A draft plaque design is being developed by Communications staff and will be presented to the Committee at a future meeting.

Other Alternatives Considered:

The Committee could choose not to pursue this initiative. However, the development of a plaquing program has been identified as an action item in the Committee's 2025 work plan.

Financial/Operation Impacts:

A budget of \$10,000 has been allocated to this project from the 2025 Heritage Planning advertising budget. Based on early cost estimates, staff anticipate this will allow the production and installation of three plaques in 2025 to launch the program. More

detailed budget will be presented to the Committee at a later date once more detailed specifications for the plaques have been developed.

Consultations:

Economic Development
Communications and Marketing

Attachments:

N/A

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services



Municipal Heritage Committee Report

Report Number: KLMHC2025-032
Meeting Date: April 3, 2025
Title: **Alteration Application – 746 Janetville Road, Manvers Township**
Description: Proposed alteration to 746 Janetville Road
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-32, **Alteration Application – 746 Janetville Road, Manvers Township**, be received;

That the proposed alteration be approved.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Under the City of Kawartha Lakes’ delegated authority by-law for the alteration of designated heritage properties (By-law 2019-154), approvals for minor alterations to properties designated individually under Part IV of the Act are delegated to staff in consultation with the Kawartha Lakes Municipal Heritage Committee. Minor alterations are defined in the by-law and include changes to the property including, but not limited to, the replacement of exterior elements, additions, the construction of accessory structures, hard landscaping, and the installation of utilities.

746 Janetville Road is designated individually under the Ontario Heritage Act by By-law 2018-144 and 2022-126. These by-laws are attached to this report as Appendix A and B. The property has cultural heritage value as an important example of an Italianate mansion in Kawartha Lakes and as a key community landmark in Janetville. The house has undergone a significant period of restoration through its current and previous owners.

The owners of the property has submitted a heritage permit application to restore the main interior stairway of the house. The owners are proposing sanding, patch work, staining and polishing throughout the staircase to restore it to good condition. Photos of the stairs in their current condition are attached as Appendix C. Typically, this work would not require a heritage permit. However, the owners of the property have applied for and received grant funding through the City’s Million Dollar Makeover program to support this work. Under By-law 2019-154, all projects related to heritage properties in receipt of City funding are required to receive a heritage permit before the work is under taken and the funds are dispersed.

Rationale:

Staff are supportive of the approval of this application. The project proposed by the property owners will contribute to the long-term conservation and maintenance of the property and supports the ongoing restoration work related to the house. The stairs are currently stained with areas of damage and require restoration work to bring them into a stage of good repair.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

There are no financial or operational impacts as a result of the recommendations of this report.

Consultations:

Property owners.

Attachments:

Appendix A – By-law 2018-144



Adobe Acrobat
Document

Appendix B – By-law 2022-146



Adobe Acrobat
Document

Appendix C – Condition Photographs



Adobe Acrobat
Document

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

The Corporation of the City of Kawartha Lakes

By-Law 2018-144

A By-Law to Repeal and Replace By-Law 2010-090, Being a By-Law to designate 746 Janetville Road, Janetville in the City of Kawartha Lakes as being of Cultural Heritage Value and Interest

Recitals

1. Section 29 of the Ontario Heritage Act, R.S.O. 1990, provides that the Council of a municipality may pass a by-law designating a property within the boundaries of the municipality to be of cultural heritage value or interest.
2. Notice of Intention to Designate 746 Janetville Road, Janetville, City of Kawartha Lakes, described further in Schedule "A", has been given in accordance with Section 29 of the Ontario Heritage Act.
3. No objection to the proposed designation has been served on the Clerk of the City.
4. Reasons for Designation are set forth in Schedule "A".

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2018-144.

Section 1.00: Definitions and Interpretation

1.01 Definitions: In this by-law,

"City", "City of Kawartha Lakes" or "Kawartha Lakes" means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

"Council" or "City Council" means the municipal council for the City;

"Director of Development Services" means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council;

"Property" means property as set out in Section 2.01.

1.02 Interpretation Rules:

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) The words "include" and "including" are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

- 1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.
- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Designation

- 2.01 746 Janetville Road, Janetville, City of Kawartha Lakes, is designated as being of historic interest and value, described further in Schedule "A". This designation shall not preclude any changes that may be deemed necessary for the efficient use of the building but that any and all such changes shall be in keeping with the original and present character of the building and in consultation with the municipal heritage committee.
- 2.02 The City is hereby authorized to cause a copy of this by-law to be registered against the property described above in the proper Land Registry Office.
- 2.03 The Clerk is hereby authorized to cause a copy of this by-law to be served on the owner of the aforesaid property and on the Ontario Heritage Trust, and to cause notice of the passing of this by-law to be published in the newspaper.

Section 3.00: Enforcement, Offence and Penalties

- 3.01 **Enforcement:** This by-law may be enforced by every municipal law enforcement officer and police officer.
- 3.02 **Offence and Penalty:** It is an offence for a person to contravene any provision of this by-law, and every person who contravenes this by-law is guilty of an offence and, on conviction, is liable to a fine in accordance with the provisions of the *Provincial Offences Act* and to any other applicable penalty.

Section 4.00: Administration and Effective Date

- 4.01 **Administration of the By-law:** The Director of Development Services is responsible for the administration of this by-law.
- 4.02 **Effective Date:** This By-law shall come into force on the date it is finally passed

Section 5.00 Repeals

- 5.01 **Repeal:** By-law 2010-090 is repealed.

By-law read a first, second and third time, and finally passed, this 25 day of
September, 2018.



Andy Letham, Mayor



Cathie Ritchie, City Clerk

Schedule 'A' to By-law 2018-144

Being a By-law to designate 746 Janetville Road, Janetville, City of Kawartha Lakes, as being of cultural heritage value and interest.

Description of Property

The property is located north of Manvers Drive on the east side of Janetville Road and south of Highway 57 between Highway 35 and Lake Scugog.

Legal Description:

(LT) PT LT 6 CON 13 MANVERS AS IN MV27915 EXCEPT PT 4, 9R2202;
KAWARTHA LAKES

PIN# 63262-0188

Reason for Designation:

Architectural Design or Physical Value:

This stately Queen Anne Revival home is a landmark to the area, the home retains much of its original character. The home is a Georgian centre hall plan with extensive Italianate and Greek Revival detail. Also noteworthy are three interior archways on the second floor foyer in the home as well as Greek which are characteristic of this home's elaborate and ornate detail.

Historical Significance:

The building in question is the main house located on 746 Janetville Road, which was constructed in 1880. Dubbed "The Big Mansion" the house was constructed by Dr. John MacAlpine in anticipation of the rail that was expected to pass the area. The interior of the house has been restored.

Attributes to be Conserved:

- Buff brickwork, original windows and shutters, two sets of double front doors with etched glass
- Exterior 4-pane and double-hung windows
- Two-storey Italianate verandas, which includes a polaza (Italianate) on the ground floor terrace and a balcony with French doors on the first and second floors
- Inlaid parquet floorings in the main entrance
- Two fireplaces on the second floor –1) original Eastlake fireplace in the library, 2) fireplace in the master bedroom with Gothic style mantel.
- Vaulted ceiling in the second floor library
- One main Jacobean staircase in the foyer leading to the second floor
- Decorative balustrade across the top of landing

The Corporation of the City of Kawartha Lakes

By-Law 2022-126

A By-law to Amend By-Law 2018-144, being a By-law Repeal and Replace By-Law 2010-090 Being a By-Law to Designate 746 Janetville Road, Janetville in the City of Kawartha Lakes as being of Cultural Heritage Value and Interest

Recitals

1. Section 30.1 of the Ontario Heritage Act, R.S.O. 1990, provides that a Council of a municipality may amend a by-law designating a property within the bounds of a municipality to correct a legal description of a property, clarify the statement of a property's cultural heritage value, or to make it consistent with the requirements of the Act.
2. A notice of the proposed amendment has been served on the owner of the property in accordance with subsection 30.1(4) of the Act.
3. No objection to the proposed amendment has been served on the Clerk of the Municipality.
4. An amendment is required to clarify the statement of cultural heritage value for the property located at 746 Janetville Road in the Geographic Township of Manvers and make the by-law consistent with the requirements of the Act.
5. These changes require an amendment to the original by-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2022-126.

Section 1.00: Definitions and Interpretation

- 1.01 **Definitions:** All defined terms in the amending By-law take their meaning from By-law 2018-144 of the City of Kawartha Lakes.
- 1.02 **Interpretation Rules:**
 - (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
 - (b) The words "include" and "including" are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.
- 1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.
- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-

law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Amendments

2.01 **Amendments to Schedule A:** Schedule A of By-law 2018-144 shall be deleted and substituted for Schedule A attached to this By-law.

Section 3.00: Administration and Effective Date

3.01 **Administration of the By-law:** The Director of Development Services is responsible for the administration of this by-law.

3.02 **Effective Date:** This By-law shall come into force thirty (30) days after the publication of the notice of designation in a newspaper with general circulation in the municipality.

By-law read a first, second and third time, and finally passed, this 19 day of July, 2022.



Andy Letham, Mayor



Cathie Ritchie, City Clerk

Schedule 'A' to By-law 2022-126

Being a By-law to Amend By-law 2018-144 Being a By-law to Designate 746 Janetville Road

Section 1: Description of Property

746 Janetville Road, Geographic Township of Manvers

Section 2: Location of Property

Located on the east side of Janetville Road south of the intersection of Janetville Road and Golf Course Road

Section 3: Legal Description and PIN

(LT) PT LT 6 CON 13 MANVERS AS IN MV27915 EXCEPT PT 4, 9R2202;
KAWARTHA LAKES

PIN: 63262-0188

Section 4: Location of Heritage Features

The primary heritage feature of the property, the house, is located on the west side of the parcel facing south. The barn is located to the east of the house.

Section 5: Statement of Reasons for Designation

Design and Physical Value

746 Janetville Road has design and physical value as an excellent and unique example of an Italianate residential property in rural Kawartha Lakes. Constructed in 1880, the house displays the key characteristics of the mid-nineteenth century Italianate style executed to a high degree of detail and with exceptional craftsmanship. These details include: the five-bay massing with hipped roof and central entrance; the centre hall plan; the projecting frontispiece with a two-and-a-half storey porch; windows with hood moulds and shutters; brackets; and elaborate decorative woodwork. The interior also displays a high degree of craftsmanship through a variety of retained elements including: plaster medallions and brackets; the parquet flooring on the main floor; the coffered ceiling in the library; and Jacobean-style staircase.

Historical and Associative Value

746 Janetville Road has historical and associative value in its associations with the development of Janetville in the late nineteenth century and with its first occupant, Dr. John McAlpine. McAlpine had the house constructed in 1880 when he was the resident doctor in the village, a role he occupied between 1878 and 1884 before moving to Lindsay. He constructed the house in anticipation of the arrival of the Lindsay, Bobcaygeon and Pontypool railway in Janetville in the early 1880s and the predicted boom in the village, which never materialized when the line was rerouted to Viewlake. The property yields information about the development of Janetville in the late nineteenth century and the anticipation brought about by the construction and expansion of railways throughout Kawartha Lakes during this period. The property also yields information about the

medical profession in the community as the house was occupied by a series of doctors in the late nineteenth century, after McAlpine's departure.

Contextual Value

746 Janetville Road has contextual value as a landmark property in both Janetville and Manvers Township. The property is well-known in the community and surrounding area for its size, history and prominent location along Janetville Road. The property helps maintain and support the historic and small-town character of the community.

Section 6: Heritage Attributes

The Reasons for Designation include the following heritage attributes and apply to all elevations, unless otherwise specified, and the roof including: all façades, entrances, windows, chimneys, and trim, together with construction materials of wood, brick, stone, stucco, concrete, plaster parging, metal, glazing, their related building techniques and landscape features.

Design and Physical Features

The architectural features of this property all exemplify this property as a unique example of Italianate residential architecture as executed in a rural Ontario community in the late nineteenth century. The front façade and its associated elements demonstrate a high degree of craftsmanship in their execution.

Exterior Elements:

- Two-and-a-half storey buff brick construction
- Five-bay massing
- Stone foundation
- Hipped roof including:
 - Wide eaves
 - Soffits and fascia
 - Brackets
- Projecting frontispiece including:
 - Central entrance with double doors, hardware, and moulded surround
 - Two-and-a-half-storey porch with enclosed second-storey sunroom
 - Chamfered columns
 - Brackets
 - Cornice
 - Decorative woodwork
 - Rounded sash windows
 - Fixed pane windows
- Two-storey side porch including:
 - Chamfered columns
 - Brackets
 - Upper and lower storey doors

- Fenestration including:
 - Rounded sash windows
 - Stone lug sills
 - Brick hood moulds
 - Shutters
 - Dormer windows
- One-storey bay
- Double chimneys
- Raised brickwork and pilasters
- Barn

Interior Elements:

- Parquet flooring
- Coloured glass in the foyer
- Decorative plasterwork including:
 - Ceiling medallions
 - Corbels
- Arches
- Jacobean staircase and associated woodwork
- Decorative balustrade
- Trim and moulding
- Interior doors including:
 - Surrounds
 - Transom windows
- Decorative radiator covers
- Fireplaces
- Coffered library ceiling
- Coal chutes
- Maid's quarters in the attic

Historical and Associative Features

The historical features of this property yields information on the history of Janetville in the late nineteenth century and its first occupant, Dr. John McAlpine.

- Relationship to Dr. John McAlpine and subsequent doctors who lived in the house
- Basement features including:
 - Stone slab
 - Brick cold storage room
- Coat rack in the attic

Contextual Features

The contextual features of this property help define it as a local landmark in Janetville.

- Views from the house to Janetville Road and surrounding properties
- Views of the house from Janetville Road and surrounding properties
- Location of the property at the north side of Janetville
- Setting of the house in large landscaped grounds

