

The Corporation of the City of Kawartha Lakes
Agenda
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

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.

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2.	Administrative Business	
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The Corporation of the City of Kawartha Lakes
Minutes
Kawartha Lakes Municipal Heritage Committee
Meeting

KLMHC2025-002
Thursday, February 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 5:01 p.m. with the following members present: Councillor Richardson, T. Barnett, J. Hartman, S. McCormack, I. McKechnie, J. Pitcher, and S. Sims

Regrets: A. Adare, K. Virag-Cavanagh

Absent: T. Richards

Staff: E. Turner, Economic Development Officer- Heritage Planning, J. Bhatt, Heritage Planning Intern, L. James, Facility Project Delivery Coordinator and M. Hasted, Supervisor, Capital and Special Projects

1.1 Land Acknowledgement

A. Hart read the Land Acknowledgement.

2. Administrative Business

2.1 Adoption of Agenda

KLMHC2025-011

Moved By J. Hartman

Seconded By Councillor Richardson

That the agenda be adopted as circulated.

Carried

2.2 Declaration of Pecuniary Interest

J. Pitcher disclosed a pecuniary interest in item 4.5.

2.3 Adoption of Minutes

2.3.1 Minutes of the January 9, 2025 Municipal Heritage Committee Meeting

KLMHC2025-012

Moved By S. McCormack

Seconded By T. Barnett

That the minutes of the Municipal Heritage Committee meeting held on January 9, 2025, be adopted as circulated.

Carried

3. Presentations and Deputations

3.1 2025 Building and Property Projects

L. James, Facility Project Delivery Coordinator

L. James and M. Hasted provided an overview upcoming projects on heritage properties that Building and Property is undertaking in 2025. These include the construction of a new accessibility ramp in a revised location at 50 Victoria Avenue North, the envelope restoration of 1 King Street West, masonry repairs and stair replacement at 932 Highway 7 and landscaping and beautification at 26 Francis Street. L. James noted that the review of 26 Francis Street was for information only and that staff would return to the Committee for permitting at a later time as there were still items in the landscaping plan that needed to be finalized, including signage.

In relation to 50 Victoria Avenue North, A. Hart noted that he was in favour of the stone cladding on the new ramp as it fit with the building as a whole. M. Hasted replied that they were aiming to support the heritage aesthetics of the building in the new elements.

In relation to 1 King Street West, T. Barnett asked if the envelope restoration was being based on old photos of the original building and " Hasted replied that yes, it was. Councillor Richard said she was in favour of the project and its restoration of the heritage features and asked if the front ramp was fully accessible and if it also needed repair or replacement. M. Hasted replied that repairs had been done to it the previous fall and that it would be removed and replaced to facilitate the envelope work. A. Hart said it was wonderful to see the influence of Lady Eaton in the village.

In relation to 932 Highway 7, A. Hart asked if the replacement brick would match the existing. M. Hasted replied that yes, it would to the point that modern brick could match the historic brick. T. Barnett asked where the funding for these types of projects came from and M. Hasted replied that it came from the Capital Projects budget approved by Council. Councillor Richardson elaborated that Council was focused on investing in assets to ensure that they are in a state of good repair going forward.

In relation to 26 Francis Street, J. Hartman asked for clarification about the parking changes. L. James noted that there would be an additional 12 spaces along Cambridge Street but there will be 2 lost in the main parking lot for a total

addition of 10 parking spots. I. McKechnie asked if there was green space being lost and if there were new trees being planted in front of the museum. M. Hasted replied that the green space was largely being retained but adding some additional landscaped elements particularly in front of City Hall to make the space more usable for events and ceremonies and that trees were being brought back in front of the museum, as it was historically.

3.1.1 KLMHC2025-009

Alteration Application - 50 Victoria Avenue North, Lindsay

KLMHC2025-013

Moved By I. McKechnie

Seconded By T. Barnett

That Report KLMHC2025-009, **Alteration Application – 50 Victoria Avenue North, Lindsay**, be received;

That the proposed alteration be approved.

Carried

3.1.2 KLMHC2025-010

Alteration Application - 1 King Street West, Omemee

KLMHC2025-014

Moved By Councillor Richardson

Seconded By J. Hartman

That Report KLMHC2025-010, **Alteration Application – 1 King Street West, Omemee**, be received;

That the proposed alteration be approved.

Carried

3.1.3 KLMHC2025-011

Alteration Application - 932 Highway 7, Mariposa Township

KLMHC2025-015

Moved By S. McCormack

Seconded By Councillor Richardson

That Report KLMHC2025-011, **Alteration Application – 932 Highway 7, Mariposa Township**, be received;

That the proposed alteration be approved.

Carried

3.1.4 KLMHC2025-012

Alteration Application - 26 Francis Street, Lindsay

KLMHC2025-016

Moved By S. McCormack

Seconded By I. McKechnie

That Report KLMHC2025-012, **Alteration Application – 26 Francis Street**, be received for information.

Carried

4. Reports

4.1 KLMHC2025-008

Heritage Planning Update

E. Turner reviewed the activities of the heritage planning program for January 2025.

KLMHC2025-017

Moved By T. Barnett

Seconded By I. McKechnie

That Report KLMHC2024-008, **Heritage Planning Update**, be received for information.

Carried

4.2 KLMHC2025-013

Zoning By-law Amendment Application - 89 Prince Street, Bobcaygeon

E. Turner provided an overview of the zoning by-law amendment application for 89 Prince Street West in Bobcaygeon to facilitate the expansion of the Kawartha Dairy manufacturing facility and the construction of a new retail building, patio area, dairy museum and parking. A Heritage Impact Assessment was provided as part of the application due to the proposal to demolish a historic house to facilitate the construction of the dairy museum and the potential impact on two other historic houses which are within the project area but are not intended for demolition. A. Hart asked if this was to replace the dairy display at Settlers' Village. E. Turner replied not that she was aware. J. Hartman noted that she thought this was an exciting project because of the importance of Kawartha Dairy in the area and she is supportive of the demolition of the one building because of its limited heritage value. A. Hart said he would like to see a photographic inventory of the building done before it is demolished. The Committee agreed that there was limited impact on the two buildings not slated for demolition.

KLMHC2025-018

Moved By J. Hartman

Seconded By Councillor Richardson

That Report KLMHC2024-013, **Zoning By-law Amendment – 89 Prince Street West, Bobcaygeon**, be received for information.

Carried

4.3 KLMHC2025-014

Municipal Heritage Committee Subcommittees

E. Turner provided an overview of the three subcommittees the Committee has decided to reform. The Outreach Subcommittee will plan and execute the Osprey Heritage Awards and was formed at the last meeting. The Scugog River Subcommittee and Designated Properties Subcommittee were not reformed at

the last meeting as there was low attendance. She provided an overview of what those subcommittees had accomplished in 2023 and 2024.

I. McKechnie, J. Pitcher and A. Hart volunteered to serve on the Scugog River Subcommittee and S. McCormack, I. McKechnie, A. Hart and J. Hartman volunteered to serve on the Designated Properties Subcommittee.

KLMHC2025-019

Moved By S. McCormack

Seconded By J. Pitcher

That Report KLMHC2025-014, **Municipal Heritage Committee Subcommittees**, be received; and

That the Heritage Designated Properties Subcommittee and Scugog River Subcommittee be reformed for 2025.

Carried

4.4 KLMHC2025-015

Heritage Designation Strategy Brainstorming Review

The Committee reviewed their brainstorming activity from January 9 and continued to brainstorm focusing on key areas for heritage designation including timeline, priorities for designation, public education and capacity. The Committee also brainstormed high level ideas as to the role of heritage preservation in the community that drive the Committee's priorities and programming.

E. Turner will bring together the brainstormed ideas and present them back to the Committee in March under the cover of a staff report.

KLMHC2025-020

Moved By T. Barnett

Seconded By S. Sims

That Report KLMHC2025-015, **Heritage Designation Strategy Brainstorming Review**, be received; and

That staff bring back a summary of the brainstorming and discussion for next steps at a subsequent meeting.

Carried

4.5 KLMHC2025-016

Proposed Heritage Designation of 48 Main Street, Village of Bobcaygeon

E. Turner provided an overview of the proposed designation of 48 Main Street in Bobcaygeon. The Committee was supportive of the designation.

KLMHC2025-021

Moved By J. Hartman

Seconded By S. McCormack

That Report KLMHC2025-016, **Proposed Heritage Designation of 48 Main Street, Village of Bobcaygeon**, be received;

That the designation of the property known municipally as 48 Main Street be endorsed; and

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

Carried

5. Subcommittee Updates

There were no subcommittee updates.

6. Correspondence

There was no correspondence reviewed by the Committee.

7. New or Other Business

There was no new or other business.

8. Next Meeting

The next meeting will be Thursday, March 6 at 5:00 p.m. in Council Chambers at City Hall (26 Francis Street, Lindsay).

9. Adjournment

KLMHC2025-022

Moved By J. Hartman

Seconded By S. Sims

That the Municipal Heritage Committee Meeting adjourn at 6:38 p.m.

Carried



Municipal Heritage Committee Report

Report Number: KLMHC2025-019
Meeting Date: March 6, 2025
Title: **Alteration Application – 25 Pontypool Road, Manvers Township**
Description: Proposed alteration to 25 Pontypool Road (Pontypool Grain Elevator)
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report KLMHC2025-019, **Alteration Application – 25 Pontypool 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.

25 Pontypool Road is designated individually under the Ontario Heritage Act by By-law 2011-257. The by-law is attached as Appendix A. The property contains the Pontypool Grain Elevation which was constructed around 1918 and is one of only two surviving freestanding grain elevators in Ontario from this period. It was erected by the Good Grain Company and yields information regarding the significant agricultural history of southern Kawartha Lakes and Manvers Township in particular. The property is owned by the City of Kawartha Lakes and is currently leased to the Manvers Township Historical Society.

The Manvers Township Historical Society has submitted a heritage permit application to facilitate the development of a historic display at the grain elevator which would interpret its history and importance in Pontypool. They are proposing the following:

- The development of displays and exhibits inside the grain elevator, including and audio feature
- Painting and repairing the wooden door and shutters
- Creating a viewing area with Lexan on the south door
- Installing track lighting
- General maintenance including new weather stripping, a new lock, and cleaning and sealing the floor
- A new sign reading "Pontypool Heritage Grain Elevator"

The general intention of these alterations is to highlight the historic features of the grain elevator and create a historic interpretive display at the site,

An overview of the proposal will be presented by the Historical Society to the Committee at its March 6 meeting.

Rationale:

Staff are supportive of the approval of this application. At present, the grain elevator is neither used nor interpreted and the alterations proposed by the Historical Society are intended to interpret the site and highlight its historic features. There is no anticipated negative impact of the proposed alterations to the structure and the proposed maintenance work in particular supports the long-term preservation of the site.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

There are no financial or operational impacts as the result of the recommendations of this report. While the City owns the building and provides funding for maintenance, the Manvers Township Historical Society is responsible for the costs for the alterations and interpretive display.

Consultations:

Building and Property Staff.
Manvers Township Historical Society.

Attachments:

Appendix A – By-law 2011-257



2011-257 Designate
Pontypool Grain Eleva

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

THE CORPORATION OF THE CITY OF KAWARTHA LAKES

BY-LAW 2011-257

A BY-LAW TO DESIGNATE THE PONTYPOOL GRAIN ELEVATOR IN THE FORMER GEOGRAPHIC TOWNSHIP OF MANVERS, CITY OF KAWARTHA LAKES

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 the Pontypool Grain Elevator in the former Geographic Township of Manvers, now in the 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 Municipality.
4. Reasons for Designation are set forth in Schedule "B".

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2011-257

Section 1.00: Definitions and Interpretation

1.01 **Definitions**: In this by-law:

- (a) **"By-law"** means this by-law, as it may be amended from time to time. The Recitals to, and the Schedules attached to this By-law are considered integral parts of it.
- (b) **"City"** means The Corporation of the City of Kawartha Lakes.
- (c) **"Clerk"** means the person within the administration of the City which fulfils the function of the City Clerk as required by the Municipal Act 2001 S. O. c.25.
- (d) **"Council"** means the elected municipal council for the City.
- (e) **"Heritage Victoria"** means the municipal heritage committee established by By-law 2002-49 pursuant to the Ontario Heritage Act.
- (f) **"Foundation"** means the Ontario Heritage Foundation
- (g) **"Property"** means property as set out in Section 2.01

1.02 **Interpretation Rules**:

- (a) Wherever this By-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the By-law with the gender applicable to the circumstances.
- (b) References to items in the plural include the singular, as applicable.
- (c) The word "include" is not to be read as limiting the phrases or descriptions that precede it.

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

The Pontypool Grain Elevator in the Former Geographic Township of Manvers, now in the 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.

- 2.01 The Municipality 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
- 2.02 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 Foundation, and to cause notice of the passing of this by-law to be published in the newspaper.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Manager of Economic Development is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 13th day of December, 2011.

Ric McGee, Mayor

Judy Currins, City Clerk

SCHEDULE 'A' TO BY-LAW 2011-257

BEING A BY-LAW TO DESIGNATE THE PONTYPOOL GRAIN ELEVATOR IN THE FORMER GEOGRAPHIC TOWNSHIP OF MANVERS, NOW IN THE CITY OF KAWARTHA LAKES BEING LEGALLY DESCRIBED AS PT LT 11, CON 2, BEING PT 1 ON 57R-9869; KAWARTHA LAKES (PIN 63269-0779(LT)) AS BEING OF CULTURAL HERITAGE VALUE AND INTEREST.

THE LANDS ARE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PT LT 11, CON 2, PT 1 57R-9869; KAWARTHA LAKES (PIN 63269-0779(LT))

SCHEDULE 'B' TO BY-LAW 2011-257

BEING A BY-LAW TO DESIGNATE THE PONTYPOOL GRAIN ELEVATOR, IN THE FORMER GEOGRAPHIC TOWNSHIP OF MANVERS, NOW IN THE CITY OF KAWARTHA LAKES BEING LEGALLY DESCRIBED AS PT LT 11, CON 2, BEING PT 1 ON 57R-9869; KAWARTHA LAKES (PIN 63269-0779(LT)) AS BEING OF CULTURAL HERITAGE VALUE AND INTEREST.

Statement of Cultural Heritage Value or Interest

The grain elevator is a unique example of the grain elevator structures that at one time were prevalent throughout Ontario. The structure is of heritage value because of its architectural features and its landmark status. The building was built in the early 1900's by the Good Grain Company and was of significant economic use for Canada's grain industry. It was used for weighing and grading agricultural goods and facilitated the transportation of locally grown agricultural goods via the Canadian Pacific Railway. This structure is located at the gateway to the Kawartha Lakes and is visible from provincial highway No. 35.

Description of Heritage Attributes

The heritage attributes of the structure include its plank on plank framing; its original construction features most notably the original post and beam construction and the exterior cladding of cedar shingles. A bronze survey plaque was added to the structure in 1918 and was used during the surveying of the surrounding area. The remarkable physical condition of the structure would easily lend itself to a heritage designation.



Municipal Heritage Committee Report

Report Number:	KLMHC2025-018
Meeting Date:	March 6, 2025
Title:	Moments and Memories Presentation
Description:	Presentation regarding Curatorial Service’s Moments and Memories program
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

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

That the presentation from staff be received for information.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City's Curatorial Services program documents, preserves and protects the City's historic artifact collection. It also undertakes a variety of initiatives in the community to promote and showcase the City's collection and to collect and document the histories and stories of City residents.

The Moments and Memories program was developed to record and promote stories of local residents, community organizations and locations. The City's Economic Development Officer – Curatorial Services will provide a presentation on the Moments and Memories program at the Committee's meeting.

Rationale:

The presentation from staff is intended to provide information to the Committee regarding this City program which is related to the work undertaken by the Committee and 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:

Economic Development Officer – Curatorial Services

Attachments:

N/A

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services



Municipal Heritage Committee Report

Report Number: KLMHC2025-022
Meeting Date: March 6, 2025
Title: **Young Canada Works Wrap Up**
Description: Wrap up presentation regarding the Young Canada Works internship program
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

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

That that the presentation from staff be received for information.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Each year, the Government of Canada provides grants to heritage organizations and municipal and Indigenous governments to hire students and recent graduates to work in the heritage sector through the Young Canada Works (YCW) programs. Grants are available for jobs related to built heritage, archives, museums, arts and culture. These include summer student jobs through the Young Canada Works in Heritage Organizations program and paid internships for recent graduates through the Young Canada Works at Building Careers in Heritage stream.

In 2024, the City of Kawartha Lakes successfully applied for and received a grant to hire a recent graduate under the YCW at Building Careers in Heritage stream. The grant was for an eight-month contract to assist with the City’s Heritage Planning program and funded 50% of the contract; the balance of the budget for this position was funded through the City’s 2024 Operating Budget. As per the grant application, the intern’s role would be to support the designation program through the writing of heritage evaluations reports, undertake fieldwork and research related to the City’s ongoing Heritage Inventory, and support public events and outreach. The contract for this position began in August 2024 and will conclude at the end of March 2025.

The Heritage Planning Intern will provide a presentation regarding the work that has been completed during this contract.

Rationale:

The presentation provided by staff is intended to provide the Committee with information regarding the work undertaken under the YCW Building Careers in Heritage grant received by the City in 2024.

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:	KLMHC2025-017
Meeting Date:	March 6, 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

Recommendation:

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

February 18 Council: At its meeting of February 18, Council directed staff to issue a notice of intention to designate for 635 Drum Road in Pontypool.

March 4 Committee of the Whole: Committee of the Whole will receive a report recommending the designation of 48 Main Street at its March 4 meeting.

Connections and Conversations: Curatorial Services will be hosting an upcoming Connections and Conversations workshop series talk on March 18 from 7pm to 9pm. The speaker is Dr. Cecil Chabot who will discuss the challenges opportunities and lessons for reconciliation and holistic community and economic development stemming from the 350th anniversary of Moose Factory.

Lindsay Canadian Club: Economic Development Officer – Curatorial Services Laura Love will be speaking regarding the role of museums and museum collections in the community at the Lindsay Canadian Club on March 12 at 6:30 pm at the Lindsay Legion.

Cultural Centre Public Engagement: Economic Development staff are holding pop up information sessions regarding the development of the City’s new cultural centre at local library branches beginning in March and running until early June. Information regarding the schedule for these sessions can be found on the project’s Jump In page.

Ward 5 By-Election: A by-election will be held between April 1 and April 10 to fill the vacant Ward 5 seat on Council.

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: KLMHC2025-020
Meeting Date: March 6, 2025
Title: **Heritage Designation Strategy Brainstorming Summary**
Description: Summary of brainstorming undertaken to support the development of a heritage designation strategy
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

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.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

In October 2024, the provincial government released the new Provincial Planning Statement which replaces the Provincial Policy Statement (2020) and the Growth Plan for the Greater Golden Horseshoe (2019). Section 4.6, Cultural Heritage and Archaeology, is similar to the equivalent section in the 2020 PPS with some specific differences that reflect the broader changes to the Ontario Heritage Act since 2022. Generally, the new PPS policies direct municipalities to be proactive regarding the identification and protection of properties in advance of the submission of development and alteration applications.

One of the new policy directions in the PPS is that municipalities are “encouraged to develop and implement proactive strategies for conserving significant built heritage resources and cultural heritage landscapes.” The direction to develop strategies speaks to the broader need for transparency and consistency in municipal decision making and allows staff, Municipal Heritage Committees and Councils to identify and protect heritage properties in a measured and strategic manner.

At present, the City does not have an overarching strategy for heritage preservation. The 2012 Heritage Master Plan broadly sets direction for heritage preservation in the City but is over a decade old and is neither specific to built heritage preservation nor does it align with the current legislative framework. While this plan served an important purpose in developing the City’s heritage programs, it is out of date and a new strategic document is required to serve as a foundation for heritage protecting in the municipality.

Over the past several years, staff and the Committee have worked to develop a number of strategic documents related to specific areas of heritage preservation in the municipality. These include the Heritage Conservation District Strategy, Cultural Heritage Landscape Strategy, and Heritage Inventory Framework which have been adopted by Council and the Archaeological Management Plan which is currently ongoing and anticipated to come forward for Council adoption in early spring 2025. These documents set strategic direction for specific aspects of heritage preservation but do not provide a holistic view of heritage designation or protection in Kawartha Lakes.

In 2023, the changes to the Ontario Heritage Act with regard to listed properties on the Heritage Register required the City to develop a high-level strategy to address how to prioritize and designate listed properties. A strategy for prioritizing properties was

brought forward to Council in March 2023 which prioritized commercial, institutional and landmark listed properties for designation. This strategy has proved largely successful for quickly identifying and designating properties on the register but was never intended to be a long-term strategy and focussed only properties already listed on the City's Heritage Register.

While the review and designation of listed properties is anticipated to continue over the next several years, the City needs to transition to a longer-term strategy that extends beyond properties listed on the Register to ensure that properties that are not listed and may be identified in future as having historic value are protected and preserved. The City needs to be proactive in its approach to protecting heritage properties.

At its meeting of January 9, 2025, the Committee began an initial brainstorming exercise for a new heritage designation strategy. They continued their brainstorming at their meeting of February 6, 2025 where they passed the following resolution:

KLMHC2025-020

Moved By T. Barnett

Seconded By S. Sims

That Report KLMHC2025-015, **Heritage Designation Strategy Brainstorming Review**, be received; and

That staff bring back a summary of the brainstorming and discussion for next steps at a subsequent meeting.

Carried

Staff have brought together a summary of the Committee's discussion over the past two meetings for review. The summary is an opportunity to review the Committee's priorities before staff undertaken an exercise to review existing City strategy and plans to identify areas of alignment.

Rationale:

This report is intended to present the summary of the Committee's brainstorming discussions from January and February 2025. This is an opportunity for the Committee to review its brainstorming and identify any additional key items it would like to see highlighted in a final strategy.

The next step for the strategy is for staff to review existing strategic plans to find areas of alignment and direction from Council regarding the designation of heritage properties.

Other Alternatives Considered:

There are no recommended alternatives.

Financial/Operation Impacts:

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

Consultations:

N/A

Attachments:

Appendix A – Brainstorming Summary



Heritage Designation
Strategy Brainstorming

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

Heritage Designation Strategy Brainstorming Summary

Topic	Summary of Discussion
Our "Why": Why do we designate properties in Kawartha Lakes?	<ul style="list-style-type: none"> • Preserve communities and history for future generations • Learning from the past to apply lessons from our historic built heritage to today • Bringing awareness to the community to help preserve our history • Using properties as means to tell stories about our communities • Promoting historic communities and buildings as an investment opportunity • Documenting and understanding buildings before something happens to them • Supporting placemaking in local communities • Supporting tourism by preserving and showcasing historic assets
Timeline: How will the strategy roll out?	<ul style="list-style-type: none"> • Realistically there is the capacity to designate 10-15 properties right now and the Committee's timeline needs to recognize that • Looking forward to ten years from now, the designations we undertake will tell a story about our communities • Prioritize low-hanging fruit (i.e. well-known community buildings and landmarks) to begin with • Ensure that the strategy responds to the development landscape as it evolves
Priorities: How do we prioritize properties for designation?	<ul style="list-style-type: none"> • Identifying and prioritizing resources under the most threat

Topic	Summary of Discussion
	<ul style="list-style-type: none"> • Identifying and focussing on areas where there are currently few buildings protected, such as industrial and transportation related resources • Focus on institutional buildings, such as churches and school, that have memories for many community members • Focus on agricultural buildings and century barns to support Kawartha Lakes’ farming history • Ensure that there is a representative sample of different ages, styles, and types of buildings designated
Public Education: How do we educate the community about the importance of heritage?	<ul style="list-style-type: none"> • Hosting public meetings where local residents talk about what is important to them in their communities • Host a heritage awareness month/day where the City is the lead • Using Jump In to give residents and opportunity to talk about their properties and stories they value • Conducting outreach in local communities to help determine what buildings are important to community members • Promoting and telling stories through local newspapers and publications • Ensuring that outreach is linked to heritage buildings • Continuing to hold Doors Open and the Osprey Heritage Awards
Capacity: What does the Committee have the capacity to do?	<ul style="list-style-type: none"> • Capacity to do something in the community once every few months • Committee needs to ensure that it is not overcommitting

Topic	Summary of Discussion
Additional Considerations	<ul style="list-style-type: none"><li data-bbox="1108 237 1829 310">• The City needs to continue to be an example of how to look after heritage buildings<li data-bbox="1108 313 1856 386">• Support for the development of design guidelines for new development

Municipal Heritage Committee Report

Report Number: KLMHC2025-021
Meeting Date: March 6, 2025
Title: **Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon**
Description: Proposed heritage designation of 55 Main Street (Bobcaygeon Town Hall) under Part IV of the Ontario Heritage Act
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

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.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City of Kawartha Lakes designates properties under Part IV of the Ontario Heritage Act. Properties are recommended for designations by their owners, members of the public, local organizations, the Municipal Heritage Committee, Council or staff. Properties proposed for designated are reviewed by the Municipal Heritage Committee, as required by subsection 29(2) of the Ontario Heritage Act, and their recommendation is brought forward to Council under the cover of a staff report.

55 Main Street, also known as the Bobcaygeon Town Hall, has cultural heritage value as the former town hall and municipal building for the Township of Verulam and Village of Bobcaygeon and as part of the historic landscape of Bobcaygeon's Market Square. The property is currently listed on the City's Heritage Register. Although there was initially no intention by staff to designate this building under Part IV of the Ontario Heritage Act, amendments to the Ontario Heritage Act made through Bill 23, More Homes Built Faster Act (2022), now require municipalities to designate listed properties or remove them from the Register within two years of the amendments coming into effect. Practically, this means that, in order for municipalities to provide heritage protection to their cultural heritage resources as is required by provincial land use planning policy, they must be designated under Part IV of the Act. The amendments came into effect on January 1, 2023. Recent amendments to the Act have extended the deadline to designate properties by an additional two years to January 1, 2027.

55 Main Street has been prioritized due to its important history as the original Town Hall in Bobcaygeon. It has a high degree of architectural value as a representative example of a late nineteenth century small-town municipal building and through its historic value in the administrative history of Bobcaygeon and Verulam Township. It is also a key building block in the historic landscape of Bobcaygeon's Market Square. This property was identified by staff and the Municipal Heritage Committee as a priority property as part of the broader landscape of Market Square. Initially, the intention was to develop a heritage conservation district in the Market Square area which would have included this property within its boundaries, but, at present, the focus in this area is to designate key individual buildings due to current staffing capacity limitations around the development of a heritage conservation district study and plan. Staff have undertaken a site visit to and a heritage evaluation report about the property and have determined that the property is eligible for designation under Part IV of the Act.

This report provided the background information regarding the cultural heritage value of the property for the Municipal Heritage Committee's review.

Rationale:

55 Main Street, also known as Bobcaygeon Town Hall, has cultural heritage value as a late nineteenth century small-town municipal building and for its role in the history of municipal administration in Bobcaygeon. Constructed in 1874, the building demonstrates key features of small-town municipal buildings constructed in the Victorian style during the second half of the nineteenth century which saw significant growth in the construction of town halls with the enactment of the Municipal Act in 1849. These features include its polychromatic brickwork, gable roof and small belfry, as well as its simple rectangular massing and symmetrical composition. The building has historic value in its role as the town hall for the Township of Verulam, which originally constructed the building, and the Village of Bobcaygeon after its incorporation in 1876. The property yields information regarding the history of municipal government in Bobcaygeon during this period. It is a local landmark as the former town hall and contributes to the historic character of Bobcaygeon's Market Square.

A heritage evaluation report outlining the full reasons for designation and the property's heritage attributes is attached to this report as Appendix A.

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:

Appendix A – Heritage Evaluation Report: 55 Main Street



Adobe Acrobat
Document

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

55 Main Street, Village of Bobcaygeon (Bobcaygeon Town Hall)

Heritage Designation Evaluation

Village of Bobcaygeon
PLAN &) PT LOTS 2 & 3 ED OF;MAIN ST
2025



Statement of Cultural Heritage Value or Interest

The subject property has been researched and evaluated in order to determine its cultural heritage significance under Ontario Regulation 9/06 of the Ontario Heritage Act R.S.O. 1990. A property is eligible for designation if it has physical, historical, associative or contextual value and meets any two of the nine criteria set out under Regulation 9/06 of the Act. Staff have determined that 55 Main Street has cultural heritage value or interest and merits designation under the Ontario Heritage Act.

1. The property has design value or physical value because it:

i. is a rare, unique, representative or early example of a style, type, expression, material, or construction method:

The property is a representative example of a late nineteenth century small town municipal building. The structure includes a range of features that drawn on late Victorian architectural styles including its polychromatic brickwork, quoins, window and door surrounds, and belfry.

ii. displays a high degree of craftsmanship or artistic merit:

The property displays a typical degree of craftsmanship for a building of this type.

iii. demonstrates a high degree of technical or scientific achievement:

There are no specific technical or scientific achievements associated with this property.

2. The property has historical or associative value because it:

i. has direct associations with a theme, event, belief, person, activity, organization, or institution that is significant to the community:

The property has direct historical associations with the history of local government in Verulam Township and Bobcaygeon as the former Verulam Town Hall. The building was constructed in 1874, two years prior to Bobcaygeon's formal incorporation as a village in 1876. The property demonstrates the growth of local government in rural Ontario, and Bobcaygeon specifically, in the second half of the nineteenth century.

ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture:

The property yields information regarding the history of local government in Bobcaygeon and Verulam Township as its former town hall.

iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to the community:

The designer and builder of the property is not known.

3. The property has contextual value because it:

i. is important in defining, maintaining or supporting the character of an area:

The property maintains and supports the historic character of Bobcaygeon's Market Square. Located on the north side of the Bobcaygeon River on the main land, Market Square developed as part of the original town site of Rokeby and is currently characterized by a collection of commercial and institutional buildings clustered around a central square, of which the subject property is one, that is distinct from the grid pattern and main street pattern found on the main island of the village.

ii. is physically, functionally, visually, or historically linked to its surroundings:

The property is historically and visually linked to its surroundings as part of Market Square which developed throughout the nineteenth century as a public square and commercial hub for the north side of the community. The Square continued to be marked by a cluster of commercial and institutional buildings facing the square which date from the nineteenth to early twentieth centuries.

iii. is a landmark.

The building is a landmark for its longstanding role as a community building and gathering space, first as in its role as the local town hall and then through its later uses as the fire hall, Women's Institute and Lions Club.

Design and Physical Value

55 Main Street has design and physical value as a representative example of a late nineteenth century small-town municipal building. Constructed in 1874, it demonstrates prevalent patterns in rural and small-town municipal buildings seen in the final quarter of the nineteenth century. While government buildings in larger centres were often large and architecturally complex structures, government structures in smaller communities were built on a smaller scale with less ornate details and designs, while nevertheless utilizing current architectural trends and stylistic features. The architecture of the subject property, which was constructed as the Verulam Township Hall, is demonstrative of the types of municipal buildings constructed in Ontario in the Victorian style and its key features such as polychromatic brickwork, a steeply pitched roof and belfry.

The original municipal buildings in Upper Canada, later Ontario, came about in the first half of the nineteenth century as local government was slowly established throughout the province. Prior to 1850s, when comprehensive legislation was introduced at the provincial level to provide direction and regulation municipal operations, local governments operated on a hodgepodge of legislation and regulation with varying degrees of control at a local level to collect taxation, provide services and enforce rules within a community. These early municipal governments were primarily concentrated in larger centres, such as Toronto – then York – Kingston, and Hamilton, which erected some of the first municipal government buildings in the province.

These buildings were erected due to a need to house the officials of municipal government. Prior to this, most government operations, except for those of the provincial government, took place in courthouses which also developed in many communities in the first half of the nineteenth century. The focus of courthouses, however, was very specifically legal judgement and enforcement, and many also contained jail spaces, either attached or in close proximity to the courthouse building, making them unsuitable for other local functions; many were also situated at a distance from the town centre, which was also not seen as desirable by local officials. Town halls were to be public, accessible buildings, and use of an existing courthouse did not always fit this need, making purpose-built structures required. The passage of the first Municipal Act in 1849 further emphasized the need for structures specific to the provision of municipal administration as the framework was established for the consistent creation of local governments at city, county and township levels across the province; the passage of this act and the regularization of municipal governance across the province created a boom in construction.

It was widely understood that these new local government buildings had a number of key roles in community life and their architecture was required to reflect this. On one hand, these structures needed to provide spaces for the

basic functions of municipal government, such as Council meetings and administrative offices. However, structures of these type were also widely used during the nineteenth century as assembly and performance spaces by community groups and their design and construction also needed to take that function into account. Occasionally, these buildings were actively designed to account for a broad array of uses and were actually intended as multi-purpose buildings, with separate spaces for uses as diverse as markets, auditoriums, and fire stations, along with administrative offices and council chambers. More broadly, these structures were fundamentally public buildings and needed to be both distinguishable and accessible to local citizens in order to facilitate the some of the core activities of community life.

Many early municipal buildings, both before and after the passage of the Municipal Act, were constructed in the Classical style popular during the first half of the nineteenth century. Often based on a Palladian-inspired plan, these buildings integrated Classical design elements, such as column, porticos, cupolas and rusticated quoins, into symmetrical and balanced plans. This was also the style favoured for other government buildings, including courthouses and reflected the general understanding of the period that Classical architecture was most suited for the buildings of government because it conveyed order, balance and dignity; it was also directly associated with the origins of democracy because of the source of the style in ancient Greece and Rome. The preference for this style endured, although by the later decades of the century, architects, and by extent the municipal governments that employed them, had begun to experiment with other dominant architectural style, resulting in a diverse array of late nineteenth and early twentieth century municipal buildings across the province.

Whatever the stylistic execution, however, these structures needed to fulfil a number of key functions. The first was the practical and administrative functions of municipal government and the other, associated community uses of the buildings. The other was to display a sense of civic pride and achievement through prominent and often monumental buildings. Town hall buildings were viewed as structures which physically and visually demonstrated the prosperity of a community and were intended to be a lasting monument to the town's local government to be used for years to come. Many local councils intended their buildings to be local, and sometimes regional, landmarks which emphasized civic pride and the accomplishments of local government. As a result, many of these buildings were excessive for their purpose and vastly overstretched the financial and material resources of the community; Victoria Hall in Cobourg (1856-60) is a well-known example where a substantial and monumental Classical structure was erected for a mid-sized town and far exceeded the needs and finances of the community in the mid-nineteenth century. Despite the practical and financial implications, however, it exemplified the approach to municipal architecture throughout the nineteenth

and early twentieth century which was to create a unique and distinguishable public business to both represent and facilitate the business of government within local communities.

Rural municipal buildings, however, while needing to fulfil the same requirements generally as their urban counterparts, were very different structures. While urban centres were able to create substantial architectural monuments, this was simply not feasible for small rural townships and villages that did not have the financial resources or the need to do so. While the complexity of local government in urban centres vastly increased throughout the second half of the nineteenth century as urban dwellings demanded increasing numbers of publicly funded services, the role of local government in rural areas remained substantially less complex and most municipal buildings reflected this. In most rural areas, the roles of mayor and councillor were part-time positions, and the number of municipal staff was very low; often there was only a township clerk as the local government's full-time employee and even the clerk was sometimes a part-time role alongside part-time treasurers, roads overseers, and tax collectors. As a result, the spatial needs of rural township governments were substantially less than their urban equivalents and buildings were constructed to reflect this reality.

A typical plan for rural township halls emerged quickly in the second half of the nineteenth century. These structures were generally built on a simple rectangular plan similar to a school house or small church. The interior was often only one room, although sometimes small offices were included for the township clerk. The primary room was arranged as a public meeting hall often with a raised platform at one end for council and seating for the public; as these buildings often also doubled functionally as performance spaces and this layout was easily adaptable for this use. As municipal functions increased in size and complexity throughout late nineteenth and twentieth century, these structures were sometimes replaced by larger dedicated municipal buildings while the older town hall remained as a gathering space; in many cases, however, they were expanded and modified as needed with additions and changes to interior arrangements.

From a stylistic perspective, these types of structures were fairly diverse and the architectural style they employed was often determined by when they were constructed with Classical motifs more popular in the early to mid-nineteenth century, Victorian elements taking over throughout the second half of the century, and a shift to Romanesque or Edwardian Classical forms by the turn of the century. Like their urban counterparts, rural township buildings tended to adhere to the popular stylistic forms of the day but, in keeping with the size of the buildings and financial resources of the community, were vastly less ornate and usually consisted of a few stylistic features pasted on a very simple building. Ancaster Town Hall (1870) is one of the more ornate examples

of this type of construction, integrating a range of Classical elements, such as columns, return eaves and a cupola, on what is effectively a rectangular box.

Although these buildings were still usually distinguishable architecturally from other rural buildings, some rural municipal buildings strongly resembled other types of institutional structures, particularly school houses. That they were constructed using a variety of architectural styles occasionally made it more difficult to differentiate between these new municipal buildings and other institutional architecture. However, their role as the seat of local government was emphasized not just by their architecture but also by their location. When constructing their new municipal buildings, councils generally wanted them to be located in a place that was a central hub for the local community to make them more easily accessible to the public. Most rural township halls were constructed in the township's largest settlement and commercial hub and were located in a prominent central place in that community. Not only did this make the township building accessible for people from the surrounding rural areas and hamlets, who would come into the larger centre for a variety of reasons, but also placed the structure in a position of prominence at the centre of community life.

The subject property was constructed in 1874 as the township hall for the Township of Verulam. At this time, Bobcaygeon had not been incorporated as a separate municipal entity and the village was the township's primary settlement; even after Bobcaygeon's incorporation two years later, it remained the township's administrative centre. The building was constructed as part of the fallout from the Municipal Loan Fund and Verulam Township, although with a number of others in what is now the City of Kawartha Lakes, received grant funding from the provincial government for the construction of local infrastructure. The building was constructed at a cost of about \$1,200.

The building is two stories in height with a steeply pitched gable roof topped with a small belfry. The building is of red brick construction with polychromatic buff brick decorative features, including quoins and window and door surrounds. The date stone and signage stating "Town Hall" remain extant in the gable on the front elevation of the building. Like most buildings of this type, the building is quite simple on a basic rectangular plan with symmetrical massing and no additions or protrusions; the one exception to this is the unique covered stairway on the southwest side of the structure which is used to access the upper storey of the building from the exterior. When it was originally constructed, the building was used as Council chambers, but also as a performance space on the second floor with a stage for plays, necessitating the upstairs access. It also contained a lockup holding cell and spaces for municipal administration.

Stylistically, the building drew from the overarching Victorian institutional style. Architecture classified as Victorian is diverse and eclectic, but falls outside one of the primary, and more rigid, stylistic types of the second half of the nineteenth century, such as Gothic Revival, Italianate, or Queen Anne styles. While many architects and builders across both rural and urban Ontario chose to construct new buildings in one of the more defined architectural styles of the day, others chose to take different elements from different styles and mix them to create what is now known generically as the Victorian style; although this term is often used to refer to any building outside of the major styles constructed between about 1840 and 1900, its use extended up until around 1910, when a shift to more consciously Classical forms emerged. This high-level category generally included a mix of Classical and Gothic motifs and was, by far, the most commonly employed in residential properties, and was characterized largely by their use of polychromatic brickwork, gable roofs and decorative elements including ornate bargeboard, moulded window hoods and rounded or lancet windows to add aesthetic appeal.

However, this style was also readily adapted to institutional buildings, particularly schoolhouses and municipal buildings. These buildings, including the subject property, were often fairly simple structures, generally a rectangular footprint with symmetrical massing and the use of the Victorian style provided them with additional aesthetic appeal that was not expensive to execute. Generally, these institutional Victorian buildings included a steeply pitched gable roof and polychromatic brickwork, executed in elements such as quoins, window and door hoods, and coursing, as well as decorative elements such as small belfrys and rounded windows. The subject property fits well within this architectural type and is representative of its execution on a small-town municipal building.

The building has had limited exterior modifications since it was originally constructed, except for the ground floor on the front façade. In 1934, the Bobcaygeon Fire Hall was relocated to this location and the original central doors to enter the building removed and replaced with three garage doors for the fire vehicles to enter and exit. When the building was later taken over by the Lions Club, the garage doors were removed and the central entrance replaced in its original location and with the buff brick door surround, although it is slightly narrower than the 1874 entrance with a single, instead of double doors.

When compared to other examples of small-town municipal buildings constructed around the same time period, the subject property falls well within the typical stylistic design and massing of structures of this type. A comparable, extant example can be found in Oakwood, where the Mariposa Township Hall is located; as with Verulam Township, Mariposa Township constructed the Town Hall here as its primary settlement area. Also

constructed in 1874 as part of a broader construction program for small-town municipal buildings at this time, this example is slightly larger and more ornate than the Bobcaygeon building but contains similar stylistic features including its steeply pitched roof and polychromatic brickwork, including its window hoods. Both buildings are highly typical of late nineteenth-century Victoria institutional design and, together, these two structures demonstrate the types of buildings being constructed in small communities for their municipal governments in the 1870s.

Overall, the subject property is demonstrative of small-town municipal buildings constructed in the late nineteenth century. It is executed using key architectural features that were popular in Victorian institutional architecture at this time, including the polychromatic brickwork, belfry and gabled roof on a small scale and with limited decorative features. It is a representative example of this type of building in Kawartha Lakes, built for the local governments of its former municipalities.

Historical and Associative Value

55 Main Street has historical and associative value as the former Bobcaygeon Town Hall. The building was constructed in 1874 as a new town hall for the Township of Verulam and, after the incorporation of Bobcaygeon as its own separate village, was used by both municipal Councils for council meetings, as well as other community gatherings. The property yields information regarding the history of municipal government in Bobcaygeon and Verulam Township and the growth of local government in the nineteenth and twentieth centuries prior to their amalgamation as part of the City of Kawartha Lakes in 2001.

Verulam Township was first surveyed in 1831 and the first settlers arrived in the Township the following year. At the time of the survey, a village and mill site were reserved on Lot 16 in Concession 10 on the north side of the Bobcaygeon River. Initially named St. Albans, after the English village, the name was changed the following year by Lieutenant Governor John Colborne to Rokeby, named after Rokeby Park in England's County Durham. At the same time, lot 15 to the south of the townsite was purchased from George Boulton, an early speculator, by Thomas Need, an Oxford-educated son of an English country landowner and magistrate. The land Need purchased included the islands to the south of the government townsite and he quickly set about establishing a saw mill on the river, as well as surveying a new village site with the assistance of surveyor John Read. This site, along with the original government site, would eventually become Bobcaygeon.

Administratively, Verulam Township was first governed as part of the Newcastle District which was formed in 1798 including townships of part of what is now Northumberland County, Durham County and later Peterborough and Victoria Counties as they were surveyed throughout the early decades of

the nineteenth century; the northern part of the district was later detached to form the Colborne District that largely consisted of Peterborough and Victoria Counties. By 1850, a separate municipal Council had formed for the United Counties of Verulam, Fenelon, and Bexley and which met for the first time on January 21, 1850. These townships eventually split off to form their own governments as their populations grew throughout the 1850s.

The creation of this system of government was established through the Municipal Corporations Act, also known as the Baldwin Act after its primary author Robert Baldwin, in May 1849. The Act established a system of local government pertained to the entirety of Ontario, then Upper Canada, and effectively recognized two important pillars of local governance: first was that counties, as opposed to the older districts, were established as upper tier governments with responsibilities within their geographic bounds and second, local townships were recognized a unit of municipal government in rural areas. The Act was a major shift in how local municipalities were governed; prior to its passage, local areas were governed with a hodgepodge of local powers and organization based on a range of older legislation beginning with the District Councils Act in 1791. In contrast, the Act was comprehensive in its application and provided clear direction for elections and local powers. Where this had the most impact was in rural areas; most urban areas in the province were more or less governed with structured local governments by the mid-century, but local powers in rural areas were less defined. For rural townships, therefore, the Act introduced a clear system of local governance that allowed for local townships to pass by-laws, collected tax levies and provide local services, as well as their relationship with the upper tier county, although then, as now, provincial legislation limited and defined the powers that local councils could have.

The creation of a township Council in Verulam corresponded directly with this legislation. Through the clarification of what powers local areas had and how they were divided between upper and lower tier municipalities, townships such as Manvers had clear direction for local governance. The foundations of government proceeded quickly. In 1850, the township Council, which included Verulam, Fenelon and Bexley, elected councillors for five wards. Of these councillors, only two – James W. Dunsford and Jabez Thurston – were from Verulam Township, while the other three – John Langton, William Suddaby and Sam Brock – were from Fenelon. John Langton was elected as Reeve by the Council and their first meeting was held on January 21, 1850 in Fenelon Falls.

The functions of local government in the nineteenth century were fairly limited and this is reflected in the Council minutes and by-laws from 1850 onwards. By-laws included the appointment and remuneration of township officers, such as the treasurer and clerk, direction regarding assessment and taxation, the regulation of domestic animals, the construction of highways and sale of lumber and stone from road allowances, and the dispersion of funds for public

schools in the township. Additional items addressed by the Council throughout the late nineteenth century include the regulation of liquor and taverns, funding of infrastructure including bridges and wharfs, the purchase of fire equipment, the regulation of drains and watercourses, and providing grants to local organizations, namely the Agricultural Society. This was effectively the limit of what township councils were allowed to do at this time under the provisions of the Municipal Act at this time which limited the powers of different sizes and types of municipalities.

Under the Municipal Act, townships were also allowed to erect new town halls, which Verulam Township did in 1874. It is not entirely clear where the Council met prior to its construction. The new town hall was funded not by local taxpayers, but rather by the province. In 1852, the provincial government, then the government of the Upper Canada, established the Municipal Loan Fund to allow the newly forming municipal governments across the country to borrow at the same interest rates as the central government; this was largely intended to fund infrastructure projects, including railways. Over the next two decades, municipalities across the province borrowed at a steady rate, including for town halls. Many municipalities borrowed huge sums of money to build new civic buildings, plunging them into significant debt that many could not repay. By 1873, the government had to move to abolish the fund in order to limit municipal borrowing and, in doing so, took over municipal loans that had been unpaid.

However, in the spirit of fairness, the province also provided grants to municipalities that had not borrowed from the fund. Many municipalities who received the funding used them to build new or to complete in progress town halls, resulting in a substantial building boom of civic buildings between about 1873 and 1875. This included Verulam Township which received a grant of \$4,600 in 1874 from the province. A large portion of this grant was allocated for the construction of a new town hall near Market Square. Land was purchased from William Snowdown on the east side of Market Square for \$1. The new hall was not entirely intended for only the Council's use as it was much larger than was actually required, but was also intended to house a market, a holding cell, and performance space on the upper level. This type of multi-use municipal building was extremely common at this time and the construction of municipal buildings that included facilities such as performance spaces continued well into the twentieth century. In this way, the building was not only intended to be a centre for township governance and administration, but also a community hub for Bobcaygeon and the surrounding rural area.

The site for the new hall was chosen to be in Bobcaygeon as the township's primary settlement. By the mid-1870s, Bobcaygeon had a population of around 1,000 people and was by far the largest community in Verulam Township; it was accessible from both parts of the township on either side of Sturgeon

Lake. The community had grown rapidly throughout the 1860s and 1870s as the lumber industry brought substantial economic growth to the area with the expansion of the Boyd Lumber Company and associated local mill, and by extension, the growth of other local businesses and services, particularly supporting the agriculture and tourism sectors. The construction of the new town hall in this location made sense, making it both the economic and administrative hub of the township.

However, in 1876 just two years after the hall was built, Bobcaygeon incorporated as a village and a separate municipal entity from Verulam Township. At this time, communities which reached a population of 1,000 people were allowed to incorporate as their own communities and Bobcaygeon reached this population milestone – its nineteenth century peak – in the mid-1870s. The decision to separate from the township had several advantages for the growing village. It allowed the new Bobcaygeon Council to focus solely on issues related to the town, many of which, such as its major industrial growth, were very different from those in the rural parts of the township. However, and more importantly, village Council had great powers than their township counterparts to allow them to address challenges specific to growing population centres, particularly around fire inspections, public health, public cemeteries, and the regulation of markets.

Despite the separation of the township into two municipal entities, Bobcaygeon remained Verulam's township seat and the Council continued to meet there. It appears that both Councils and municipal employees continued to use and share the Verulam Town Hall which quickly became known as the Bobcaygeon Town Hall. For the new Village of Bobcaygeon, this proved a financial savings as they did not have to construct a new municipal administration building for the newly incorporated municipal government. It also made sense administratively; although the two municipal governments had separate Council and staff, they often acted in concert over shared matters. Similarly, unlike contemporary municipalities, late nineteenth century municipal governments had very few staff and their Councils did not meet on as regular a basis, meaning that less physical space was needed for meetings and administrative which made sharing a building easier. In 1900, Verulam Township sold the building to the village for \$1,200 with the agreement that the township Council would continue to use it which they did.

The building continued to serve municipal needs for most of the twentieth century. In 1934, the ground floor of the building was converted into the fire station when the village's original 1890 fire hall was demolished. During this time, the building was also used for the local Women's Institute which met in the back of the building. Finally, in 1959, both Councils and municipal administrations moved out of the old town hall and into the former Boyd Lumber Company offices which had been donated by Sheila Boyd for the

Bobcaygeon Public Library but which were transferred from the Boyds into the joint ownership of the Village of Bobcaygeon, the Township of Verulam and the Bobcaygeon Public Library Board. In 1990, the village finally sold the original town hall to the Lions Club which continues to occupy the building which serves as the Lions Hall. When the City of Kawartha Lakes was created in 2001, the Township of Verulam and Village of Bobcaygeon had already amalgamated into a single municipality, but no longer occupied or used this structure and it continued in the ownership of the Lions Club

The subject property is an important historic structure in Bobcaygeon for its role as the former town hall for both Verulam Township and the Village of Bobcaygeon. The property has direct historical associations with the history of local government in Bobcaygeon through this historic role and yields information regarding the development of the local municipal governments for both Verulam Township and Bobcaygeon from the mid-nineteenth century onward. It has also served as an important community building through its role as the town hall to its present role as the Lions Hall.

Contextual Value

55 Main Street has contextual value as part of the historic landscape of Bobcaygeon's Market Square. Located on the north side of the Bobcaygeon River on the main land, Market Square developed as part of the original town site of Rokeby and is currently characterized by a collection of commercial and institutional buildings clustered around a central square, including the subject property which maintains and supports its historic character with regard to the street pattern and layout that is distinct from the rest of the village. It is historically and visually linked to its surroundings as part of the development of Market Square as a distinct commercial area and public square in the nineteenth century for the northern part of the community. It is a local landmark as the original Bobcaygeon Town Hall.

The area that is now the village of Bobcaygeon was surveyed in the early 1830s as part of the broader survey of Verulam Township at this time. As part of the survey, a village site was reserved on Lot 16 in Concession 10 on the north side of the Bobcaygeon River and named Rokeby. At the same time, Lot 15 in the same concession, which included the islands in the Bobcaygeon River, was purchased by George Boulton, then sold to Thomas Need who quickly established a saw mill in this area and set about surveying streets and lots on the island with the assistance of surveyor John Read.

The two village sites were both intended to be laid out in grid patterns, but in reality, it did not materialize in this way. An 1837 plan of Rokeby, which also shows the northern end of the main island, shows streets laid out in a grid pattern, which is consistent with the Read survey on the island, but not on the government town site which was realigned to centre around Market Square,

intended to be the commercial centre of Rokeby. This altered the alignment of the streets and removed the strict grid pattern present in the island survey, creating unique lots configurations and layouts on the main land where the subject property is located.

Market Square was intended to serve a primarily commercial purpose, but also serve as a public square with five streets - Front Street East, Front Street West, Queen Street, Joseph Street, and Main Street - emptying into it. The area was originally intended to serve as an outdoor market where farmers could sell their produce, although this function did not actually begin in the nineteenth century. However, the area quickly became a commercial hub for Rokeby and the northern part of the community. There is evidence of businesses being established in this area as early as the mid-nineteenth century and likely as early as the late 1830s in this area as the first businesses in Bobcaygeon began to open.

By the end of the nineteenth century, the area around Market Square was home to a range of small businesses encircling the square, which centred around a water fountain where local residents collected water. The 1904 Fire Insurance Map, which was prepared just six years after the subject property was constructed, shows a range of commercial properties around the square including several general stores, a grocer, livery stables, a carriage shop, carding mill and the Rokeby Hotel, which burned down the following year but was soon rebuilt. Two institutional buildings, Knox Presbyterian Church and the subject property, in its original role as the Bobcaygeon Town Hall, were also built on the square by this time.

In the present day, many of these commercial buildings have been retained, although not all of them and some of them have been converted to residential use; the two major institutional buildings also remain extant, although the subject property now served as the Lions building, as opposed to its original role as the municipal building. Some of the buildings, such as the former Cain Brothers general store which has been converted into the Bobcaygeon Inn, are heavily modified but still retain certain historic features that make them recognizable as older structures within this area of Bobcaygeon. The buildings are oriented facing the main square where there is the fountain and gardens that mark the centre of Market Square which is a defined and recognized area of the village. The area exists as a secondary commercial area, separate from Bolton Street on the main island which is the village's main commercial area. These two areas differ in their massing and layout, creating two distinct commercial spaces within the community; whereas Bolton Street is a typically historic main street with commercial buildings lining both sides of the street, Market Square is oriented in a square layout, with buildings facing the central irregular square.

55 Main Street supports and maintains the specific historic character of Market Square as one of its surviving, extant historic buildings. The majority of the historic buildings, including the subject property, are between one-and-a-half and three stories in height and built in a range of late Victorian commercial and institutional styles. Like the other buildings in this area, the property faces the square and forms part of its historic landscape. It is historically and visually linked to its surroundings as part of the development of Market Square as a distinct commercial area in Bobcaygeon beginning in the late nineteenth century where many commercial and institutional structures remain extant. It remains an important part of the overall character and landscape of the square.

In addition to its role as a contributing property to the overall character of Market Square, the property is an important local landmark as the former Bobcaygeon Town Hall. The building was constructed in 1874 as the town hall for the Township of Verulam and was an important community space for municipal administration, as well as a community gathering space in the upstairs performance space. When the municipal administration moved out to the building on Canal Street East, the building was converted into the Verulam and Bobcaygeon Fire Hall, with the Women's Institute operating from the back. The building was later taken over by the Lions Club which continues to operate out of the premises. These long-standing community uses make it a well-known and prominent building in the village and a local landmark.

Summary of Reasons for Designation

The short statement of reasons for designation and the description of the heritage attributes of the property, along with all other components of the Heritage Designation Brief, constitute the Reasons for Designation required under the Ontario Heritage Act.

Short Statement of Reasons for Designation

Design and Physical Value

55 Main Street has design and physical value as a representative example of a late nineteenth century small-town municipal building. Constructed in 1874, it demonstrates prevalent patterns in rural and small-town municipal buildings seen in the final quarter of the nineteenth century. While government buildings in larger centres were often large and architecturally complex structures, government structures in smaller communities were built on a smaller scale with less ornate details and designs, while nevertheless utilizing current architectural trends and stylistic features. The architecture of the subject property, which was constructed as the Verulam Township Hall, is demonstrative of the types of municipal buildings constructed in Ontario in the Victorian style and its key features such as polychromatic brickwork, a steeply pitched roof and belfry.

Historical and Associative Value

55 Main Street has historical and associative value as the former Bobcaygeon Town Hall. The building was constructed in 1874 as a new town hall for the Township of Verulam and, after the incorporation of Bobcaygeon as its own separate village, was used by both municipal Councils for council meetings, as well as other community gatherings. The property yields information regarding the history of municipal government in Bobcaygeon and Verulam Township and the growth of local government in the nineteenth and twentieth centuries prior to their amalgamation as part of the City of Kawartha Lakes in 2001.

Contextual Value

55 Main Street has contextual value as part of the historic landscape of Bobcaygeon's Market Square. Located on the north side of the Bobcaygeon River on the main land, Market Square developed as part of the original town site of Rokeby and is currently characterized by a collection of commercial and institutional buildings clustered around a central square, including the subject property which maintains and supports its historic character with regard to the street pattern and layout that is distinct from the rest of the village. It is historically and visually linked to its surroundings as part of the development of Market Square as a distinct commercial area and public square in the nineteenth century for the northern part of the community. It is a local landmark as the original Bobcaygeon Town Hall.

Summary of Heritage Attributes to be Designated

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 Attributes

The design and physical attributes of the property support its value as a representative example of a late nineteenth-century small-town municipal building.

- Two-storey red brick construction
- Gable roof
- Belfry
- Exterior covered stairway
- Buff brick including:
 - Quoins
 - Windows hoods and surrounds
 - Entrance hoods and surrounds
- Fenestration including:
 - Sash windows
- Central entrance
- South elevation entrance

Historical and Associative Attributes

The historical and associative attributes support the value of the property as the former Bobcaygeon Town Hall.

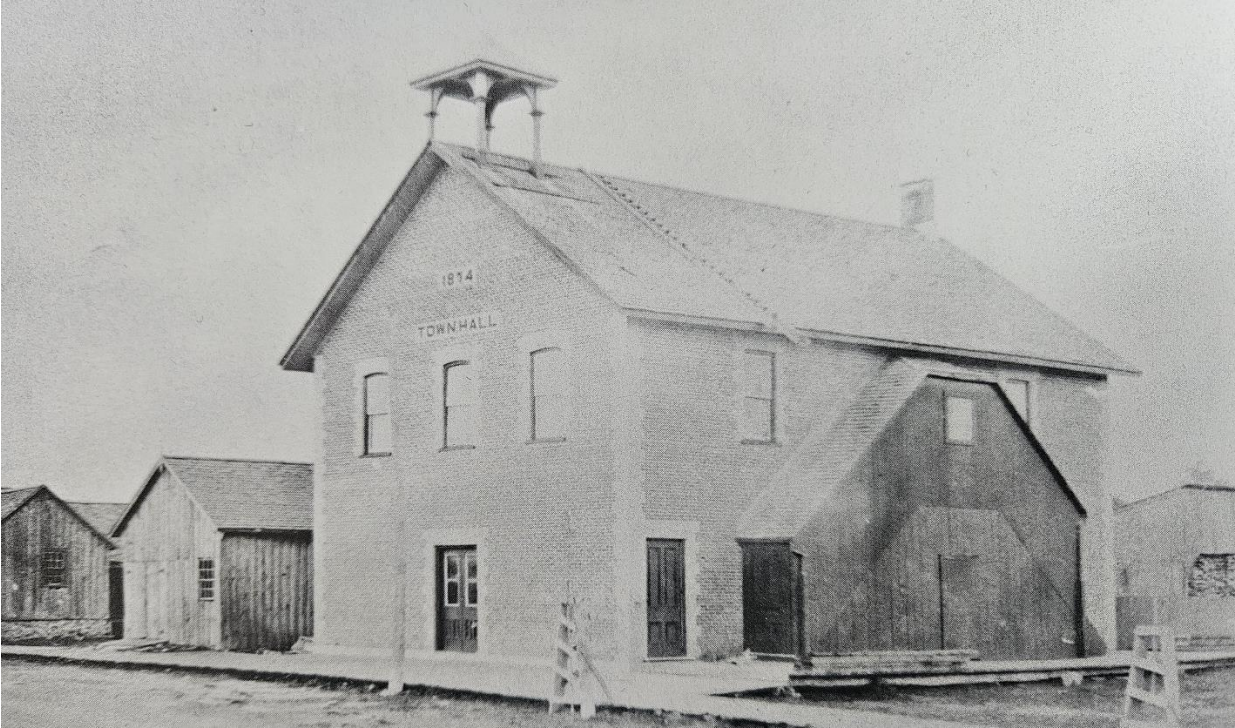
- Historic use as the Bobcaygeon and Verulam Town Halls
- “Town Hall” and “1874” signage

Contextual Attributes

The contextual attributes of the property support its value as a local landmark and as a contributing property to the historic landscape of Market Square.

- Location facing onto in Bobcaygeon’s Market Square
- Views to and from the property of Market Square and Main Street

Images



Bobcaygeon Town Hall, n.d.



Bobcaygeon Town Hall, c. 1977







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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