

**DRAFT**

**Heritage Impact Assessment  
965 Gartshore Street  
Site Development – Operations Centre  
Township of Centre Wellington  
Lots 17–18  
Concession 16  
Geographic Township of Nichol  
Wellington County, Ontario**

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**Original**

## **EXECUTIVE SUMMARY**

Under a contract awarded in June 2022 by R.J. Burnside, Archaeological Research Associates Ltd. carried out the heritage evaluation portion of a Heritage Impact Assessment in advance of a proposed development of 965 Gartshore Street in the Township of Centre Wellington, Ontario. 965 Gartshore Street is a farmstead and contains a historic residence constructed pre-1880, a bank barn, cultivated agricultural fields and several outbuildings.

The Cultural Heritage Evaluation Report conducted in 2022 by ARA, concluded that 965 Gartshore Street met two criteria of the O. Reg 9/06, therefore it can be considered to have cultural heritage value or interest.

This report forms the second part of a two-part project approach, as approved by the Township of Centre Wellington Planning Staff and involves the construction of multiple new structures.

The proposed development at 965 Gartshore Street involves the construction of the Township of Centre Wellington Operations Centre. The existing historic residence and treelined driveway at 965 Gartshore Street will be retained, while the bank barn, silo, agricultural fields and other outbuildings will be removed. The bank barn and silo form part of the “farmstead cluster” heritage attribute, and the bank barn itself is noted as a heritage attribute; and thus needs a clear rationale for their removal from the landscape. Retention of the barn and silo should be considered, and if not feasible, clear rationale for their removal should be provided. Adaptive reuse of the bank barn and silo can be explored. While a condition assessment was conducted on the Gothic Revival house, a similar report on the condition of the bank barn and silo may be useful.

Potential negative impacts to 965 Gartshore Street which may result from the current proposed development include:

- Impact 1 – There is the potential for direct impacts to heritage attributes of 965 Gartshore Street from removal of the bank barn, the concrete silo and the organic driveways.
- Impact 2 – Direct impacts are possible resulting from the proposed development which will alter the visual context of the farmstead cluster heritage attribute (Gothic Revival House, Bank Barn, and Silo) by adding buildings that are incompatible in scale, material, massing and location relative to the heritage resource as an Ontario Farmstead.
- Impact 3 - Alteration as a result of the proposed removal of the addition on the Gothic Revival House may directly impact the heritage sub-attributes of the house itself including the existing brick and window openings covered by the addition.
- Impact 4 – The proposed development will result in the isolation of the Gothic Revival house from its context as part of the farmstead cluster within an Ontario farmstead.
- Impact 5 – The proposed development will result in a change in land-use which entails site alteration to fill in the currently open spaces; specifically, the natural open spaces, agricultural fields, wooded lots, and organic pathways) that contribute to the heritage attributes of the representative example of an Ontario Farm.
- Impact 6 – The proposed development may impact archaeological resources on 965 Gartshore Street.

The heritage attributes of the adjacent properties are not anticipated to be impacted by the proposed development.

The following conservation/mitigation strategies are recommended:

- To protect the Gothic Revival house during the construction phases of the proposed development as well as during the addition demolition, vibrations should be identified through a ZOI study as directed by City Staff;
- To protect the Gothic Revival house during the construction phases of the proposed development as well as during the addition demolition, a Temporary Protection Plan should be created including provisions for fencing between the building and development areas, a list of elements to be conserved (i.e., brick, window and door openings), as well as communication protocols;
- A CHRD report should be prepared. Photographic and written documentation of the properties has been completed as part of the CHER report. It should be confirmed that the existing documentation that has been completed to date can satisfy the scope of a CHRD to the satisfaction of the Township staff;
- Materials should be salvaged from the bank barn and other reusable items from the outbuildings; and,
- A Commemoration Plan should be developed prior to the demolition of the bank barn and the poured concrete silo.

Archaeological assessment Stage 2 is required based on the Stage 1 assessment results.

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## GLOSSARY OF ABBREVIATIONS

ACO – Architectural Conservancy of Ontario  
ARA – Archaeological Research Associates Ltd.  
CHER – Cultural Heritage Evaluation Report  
GFA – Gross Floor Area  
HIA – Heritage Impact Assessment  
CHRD – Cultural Heritage Resource Documentation  
CHVI – Cultural Heritage Value or Interest  
MMAH – Ministry of Municipal Affairs and Housing  
MCM – Ministry of Citizenship and Multiculturalism  
OC – Operations Centre  
OHA – Ontario Heritage Act  
OP – Official Plan  
O. Reg. – Ontario Regulation  
PJR – Planning Justification Report  
PPS – Provincial Policy Statement  
RFP – Request for Proposal  
ZOI – Zone of Influence

## PERSONNEL

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*Senior Review: J. McDermid*  
*Editor: J. McDermid*

Two-page curriculum vitae (CV) that demonstrate the qualifications and expertise of key team members to perform cultural heritage work in Ontario are provided in Appendix A.

## 1.0 PROJECT CONTEXT

Under a contract awarded in June 2022 by R.J. Burnside, Archaeological Research Associates Ltd. (ARA) carried out the heritage evaluation portion of a Heritage Impact Assessment (HIA) in advance of a proposed development of 965 Gartshore Street in the Township of Centre Wellington, Ontario. 965 Gartshore Street is a farmstead and contains a historic residence constructed pre-1880, a bank barn, cultivated agricultural fields and several outbuildings. The Cultural Heritage Evaluation Report (CHER) conducted in 2023 by ARA concluded that 965 Gartshore Street met two criteria of the O. Reg 9/06 (as amended by O. Reg. 569/22), therefore it can be considered to have cultural heritage value or interest (CHVI), see Appendix B.

The proposed development at 965 Gartshore Street involves the construction of the Township of Centre Wellington Operations Centre (OC). The existing historic residence at 965 Gartshore Street will be retained with the removal of the bank barn, the agricultural fields and the outbuildings. The OC has been proposed to be developed in two phases and involves the construction of new structures. The buildings are described, in the Planning Justification Report (PJR) as: “2-storey administration building, a storage bunker, vehicular storage structure, fuel storage area, material storage area, a greenhouse, a stormwater management facility, a landscape berm, 2.4 meter noise wall, community garden and community trail” (GSP Group 2023:3).

This report forms the second part of a two-part project approach, as approved by the Township of Centre Wellington Planning Staff. This HIA builds on the findings from the CHER and examines the impacts of the proposed development of 965 Gartshore Street. The report includes:

- Description of the Proposed Development or Site Alteration (see Section 4.0)
- Measurement of Development of Site Alteration Impact (see Section 5.0)
- Consideration of Alternatives, Mitigation and Conservation Method (see Section 6.0 and Section 7.0)
- Summary Statement and Conservation Recommendations (see Section 9.0)

The property owner’s contact information is as follows:

Township of Centre Wellington  
1 Macdonald Square  
519-846-9691 x289

The assessment was conducted in accordance with the aims of the *Provincial Policy Statement* (2020), the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, *Standards and Guidelines for Conservation of Historic Places in Canada* (Parks Canada 2010), and MCM’s *Ontario Heritage Toolkit* series (2006), the *County of Wellington Official Plan* (2022), and *Municipal Official Plan* (Township of Centre Wellington 2013 Consolidation).

## 2.0 LEGISLATIVE AND POLICY REVIEW

The framework for this report is provided by provincial planning legislation and policies as well as municipal Official Plans and guidelines.

### 2.1 Provincial Policies and Guidelines

#### 2.1.1 *The Planning Act*

Section 2 of the Ontario *Planning Act* indicates that a council of a Municipality have regard for matters of provincial interest such as: “(d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest” (Government of Ontario 1990). Section 3 of the *Planning Act* directs a municipal Council’s decisions to be consistent with the *Provincial Policy Statement* (PPS 2020).

#### 2.1.2 *The Provincial Policy Statement (2020)*

The *Provincial Policy Statement* (PPS 2020) contains a combined statement of the Province’s land use planning policies. The PPS 2020 promotes the conservation of cultural heritage resources through detailed polices in Section 2.6, such as “2.6.3 Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved” (MMAH 2020:31).

#### 2.1.3 *Ontario Heritage Act*

*The Ontario Heritage Act, R.S.O. 1990, c.018* is the guiding piece of provincial legislation for the conservation of significant cultural heritage resources in Ontario. The *OHA* gives provincial and municipal governments the authority and power to conserve Ontario’s heritage. The Act has policies which address individual properties (Part IV), heritage districts (Part IV), and allows municipalities to create a register of non-designated properties which may have cultural heritage value or interest (Section 27).

In order to objectively identify cultural heritage resources, O. Reg. 9/06 made under the *OHA* sets out three principal criteria with nine sub-criteria for determining cultural heritage value or interest (CHVI) (MCM 2006b:20–27). The criteria set out in the regulation were developed to identify and evaluate properties for designation under the *OHA*. The criteria set out in the regulation were developed to identify and evaluate properties for designation under the *OHA*. Best practices in evaluating properties that are not yet protected employ O. Reg. 569/22 to determine if they have CHVI. The O. Reg. 569/22 criteria include: design or physical value, historical or associative value and contextual value. These nine criteria are:

1. *The property has design value or physical value because it is a rare, unique, representative or early example of a style, type, expression, material or construction method,*
2. *The property has design value or physical value because it displays a high degree of craftsmanship or artistic merit, or*



3. *The property has design value or physical value because it demonstrates a high degree of technical or scientific achievement.*
4. *The property has historical value or associative value because it has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,*
5. *The property has historical value or associative value because it yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or*
6. *The property has historical value or associative value because it, demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.*
7. *The property has contextual value because it is important in defining, maintaining or supporting the character of an area,*
8. *The property has contextual value because it is physically, functionally, visually or historically linked to its surroundings, or*
9. *The property has contextual value because it is a landmark. O. Reg. 569/22, s. 1 (2).*

An OHA designation provides the strongest heritage protection available for conserving cultural heritage resources.

## **2.2 Municipal Policies**

### **2.2.1 County of Wellington Official Plan**

The *County of Wellington Official Plan (2022 Consolidation)* addresses cultural heritage resources and recognizes that "cultural heritage and archaeological resources form an important and, in many cases, highly visible part of the community fabric" (County of Wellington 2022 Consolidation:31). Policy 4.1.5 specifies that, "significant built heritage resources and significant cultural heritage landscapes shall be conserved" (County of Wellington 2022 Consolidation:33).

Subsection 4.6.7 of the OP, "Heritage Impact Assessment and Conservation Plan", indicates that "a heritage impact assessment and conservation plan may be required to determine if any significant cultural heritage resources are impacted by a development proposal" (County of Wellington 2022 Consolidation:46). As part of an HIA, the *County of Wellington Official Plan* outlines the following requirements to determine said impacts:

- a) *Historical research, site analysis and evaluation*
- b) *Identification of the significance and heritage attributes of the cultural heritage resources*
- c) *Description of the proposed development or site alteration*
- d) *Assessment of development or site alteration impact*
- e) *Consideration of alternatives, mitigation and conservation methods. Methods to minimize or avoid a negative impact on a significant cultural heritage resource include, but are not limited to:*
  - i) *alternative development approaches*
  - ii) *isolating development and site alteration from significant built and natural features and vistas*

- iii) design guidelines that harmonize mass, setback, setting, and materials
- iv) limiting height and density
- v) allowing only compatible infill and additions
- vi) reversible alterations
- vii) buffer zones, and
- viii) site plan control
- f) Implementation and monitoring
- g) Summary statement and conservation recommendations (2022 Consolidation:46-47).

These requirements have been incorporated throughout this report.

### **2.2.2 Township of Centre Wellington Official Plan**

The *Municipal Official Plan the Township of Centre Wellington* (2013 Consolidation) is the principal tool for guiding land use, growth, and development within the Township of Centre Wellington. The Township recognises the importance of cultural heritage resource conservation, as one of the aims of the Official Plan is to "protect the unique cultural heritage resources of the community" (Township of Centre Wellington 2013 Consolidation:4). Furthermore, the Township's goals and objectives for cultural heritage resources include:

1. *To protect the Township's heritage resources from neglect, deterioration, demolition, alteration, redevelopment or changes in use which threaten their existence or integrity.*
2. *To encourage and support the functional and economic use of heritage buildings.*
3. *To identify, protect and enhance natural areas.*
4. *To encourage public awareness and appreciation of the heritage resources of the Township and of the value of protecting these resources to both residents and visitors (Policy C.2.1) (Township of Centre Wellington 2013 Consolidation:5).*

Section C.2 contains additional policy guidelines, such as criteria and procedures for designation, heritage easements, demolition and documentation of listed structures, parking exemptions, and so on (Township of Centre Wellington 2013 Consolidation). Policy C.2.20 also provides legislative authorization for the Township's heritage conservation aims (Township of Centre Wellington 2013 Consolidation).

### **2.2.3 Summary of Policies**

The PPS addresses cultural heritage resources and promotes their conservation. The PPS notes that significant heritage resources "shall be conserved". Policies of the *County of Wellington Official Plan* (2022 Consolidation) and the *Township of Centre Wellington Official Plan* (2013 Consolidation) call for the conservation of cultural heritage resources and for addressing development that may impact cultural heritage resources. This HIA will address these cultural heritage policies as they relate to the proposed project.

## 2.3 Key Concepts

The following concepts require clear definition in advance of the methodological overview and proper understanding is fundamental for any discussion pertaining to cultural heritage resources:

- **Built Heritage Resource (BHR)** can be defined in the *PPS* as: “a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property’s cultural heritage value or interest as identified by a community, including Indigenous community. Built heritage resources are located on property that has been designated under Parts IV or V of the *Ontario Heritage Act*, or that may be included on local, provincial and/or federal and/or international registers” (MMAH 2020:41).
- **Cultural Heritage Value or Interest (CHVI)**, also referred to as Heritage Value, is identified if a property meets one of the criteria outlined in O. Reg. 9/06 namely historic or associate value, design or physical value and/or contextual value. Provincial significance is defined under *Ontario Heritage Act (OHA) O. Reg. 10/06*.
- **Conserved** means “the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by relevant planning authority and/or decision-makers. Mitigative measures and/or alternative development approaches can be included in these plans and assessments” (MMAH 2020:41).
- **Heritage Attributes** are defined in the *PPS* as: “the principal features or elements that contribute to a protected heritage property’s cultural heritage value or interest, and may include the property’s built constructed, or manufactured elements, as well as natural landforms, vegetation, water features, and its visual setting (e.g. significant views or vistas to or from a protected heritage property)” (MMAH 2020:44-45).
- **Protected heritage property** is defined as “property designated under Parts IV, V or VI of the *Ontario Heritage Act*; property subject to a heritage conservation easement under Parts II or IV of the *Ontario Heritage Act*; property identified by the Province and prescribed public bodies as provincial heritage property under the *Standards and Guidelines for Conservation of Provincial Heritage Properties*; property protected under federal legislation, and *UNESCO World Heritage Sites*” (MMAH 2020:49).
- **Significant** in reference to cultural heritage is defined as: “resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the province under the authority of the *Ontario Heritage Act*” (MMAH 2020:51).

Key heritage definitions from the *County of Wellington Official Plan* are as follows:

- **Built heritage** is defined as “many buildings and structures, either individually or in groups, which are considered to be architecturally or historically significant to the community, county, province or country” (2022 Consolidation:31).
- **Cultural Heritage Landscapes** are defined as a “geographical area of heritage significance which has been modified by human activities and is valued by a community.

It involves a grouping(s) of individual heritage features such as structures, spaces, archaeological sites and natural elements, which together form a significant type of heritage form, distinctive from that of its constituent elements or parts. Examples may include, but are not limited to, heritage conservation districts designated under the Ontario Heritage Act, and villages, parks, gardens, battlefields, mainstreets and neighbourhoods, cemeteries, trailways and industrial complexes of cultural heritage value. For cultural heritage landscapes to be significant, they must be valued for the important contribution they make to our understanding of a place, an event, or a people” (2022 Consolidation:31).

### 3.0 HERITAGE ASSESSMENT

The findings from the evaluation, according O. Reg, 9/06 are found in Appendix B. The Statement of CHVI, which will be used to consider potential impacts as a result of the proposed development, is included below.

#### 3.1 Statement of Cultural Heritage Value or Interest for 965 Gartshore Street:

##### *Introduction and Description of Property*

The property at 965 Gartshore Street is located on the south side of Gartshore Street, north of Gordon Street. The one-and-a-half-storey red brick farmhouse is estimated to have been circa 1875 and the one-storey frame, wooden siding clad rear addition was constructed later. A large rectangular bank barn is also located on the property to the southwest of the house. The property is an Ontario Farm and can be considered an evolved cultural heritage landscape as the property evolved over time to meet the functional needs of the farm, however it contains a designed elements in its tree-lined driveway that was constructed to frame the farmhouse upon entry to the property.

##### *Statement of Cultural Heritage Value/Statement of Significance:*

**965 Gartshore Street displays many of the features of an Ontario Farm and therefore can be considered representative.** As a representative example of a farmstead, 965 Gartshore Street belongs to the typical Historic Ontario Farmstead typology. The property has a centralized ‘farmstead’ composed of clustered grouping of a house, bank barn and silo. The property also contains an entrance driveway lined with mature trees. The farm is set back from the roadway with farmhouse placed nearest to the road.

Among the structures located at 965 Gartshore Street, it contains a representative example of a Gothic Revival Cottage. The red brick residence retains much of the original historic fabric of the dwelling. The massing, roof line, fenestration, centrally placed gable peak and return eaves are reflective of the Gothic Revival style and “Ontario Cottage” architectural tradition. Gothic Revival dwellings are commonly found throughout Ontario especially on rural farmsteads.

The bank barn is a representative example of an English style barn with Dutch revival influences seen in the gambrel roof, also referred to as a Central Ontario barn or “bank barn.” Made of typical wooden boards, the barn, consists of a substructure and a superstructure.

**965 Gartshore Street maintains the agricultural character of this portion of Gartshore Street as its appearance as a rural farm remains.** With a driveway that leads to a setback residence, a barn and associated agricultural fields, the property continues to reflect the bucolic nature and character of the surrounding area.

##### *Cultural Heritage Attributes*

965 Gartshore Street displays many of the features of an Ontario Farm and therefore can be considered representative, and it contains the following heritage attributes related to that value:

- Farmstead cluster of a house, bank barn and silo.
- Entrance driveway lined with mature trees.
- Unpaved and Organic laneways between the elements of the “farmstead cluster”.
- Cluster set back from roadway with farmhouse placed nearest to road
- One-and-a-half storey brick Gothic Revival Cottage:
  - T-shaped plan;
  - Symmetrical three-bay façade;
  - Front gable roof with centrally placed gable peak, small arched window opening and a wooden finial;
  - Two-bay side elevations with side gable roof;
  - Rectangular fenestration with buff brick radiating voussoirs and quoins;
  - Return eaves;
  - Dichromatic decorative brick masonry detailing with a red brick cross pattern laid within courses of buff brick;
- Large bank barn:
  - Rectangular plan;
  - Hand-hewn log construction;
  - Split log construction;
  - Wooden sills with wooden moldings and lintels;
  - Trusses and frame construction;
  - Gambrel roof


965 Gartshore Street supports the rural character of the area and it contains the following heritage attributes related to that value:

- Clustered grouping of a house, bank barn and silo
- Entrance driveway lined with mature trees.
- View from the entrance driveway to the house.

### **3.2 Adjacent Properties**

As a best practice, ARA examines all adjacent properties in addition to the study area when assessing potential impacts of a project. After research, the field survey and consultation, ARA determines that one adjacent property has potential CHVI and is considered with this HIA. The property does not have any official recognition, and is not listed on the Municipal Heritage register. Consultation with the City planner for the Township of Centre Wellington was carried out via email, where they noted, “The property across the street at 950 Gartshore Street will also be reviewed in due course” to be added to the register. The property is included in Table 1. The table details its recognition type, current photograph and assumed heritage attributes based on the field survey in order to inform the impacts within this report.

**Table 1: Adjacent Cultural Heritage Resource**

Address	Photo (ARA 2022)	Assumed Heritage Attributes
950 Gartshore Street		Two-storey two-bay Georgian house, hip roof, , red brick construction, stone lintels and sills segmentally arched window and door openings, transom over front entryway, large setback,

## 4.0 DESCRIPTION OF PROPOSED DEVELOPMENT

### 4.1 Rationale for Proposed Development

The rationale for the development of 965 Gartshore Street is described by Township of Centre Wellington as follows:

*The existing facilities are at or above capacity, are deteriorating and nearing the end of their service life and have sites that are too small to accommodate growth or expansion. This has resulted in varying degrees of overcrowding, inefficiencies in operations, health and safety concerns, and non conformance with industry best practices and regulatory requirements. These current issues are expected to be exacerbated in the future as the facilities become older and more staff, vehicles, and equipment are needed to deliver essential services for Centre Wellington's growing population.*

*To address these issues, the Centre Wellington Council Strategic Plan 2019 - 2022 provided a strategic direction and initiative to open a new operations facility.*

### 4.2 Proposed Development Description

The Township of Centre Wellington carried out Space Needs Assessment and Concept Design Study to identify the potential needs of the multi departmental OC. As a result, eight potential options were developed with cost estimates. Of these eight options, option number six had the highest score, when judged against a set criterion, and was therefore the recommended solution (Figure 1 - Figure 3). Overall, the proposed development is described in the PJR as (GSP Group 2023:7):

*The Township of Centre Wellington is proposing to develop a new operations Centre at 965 Gartshore Street. The proposed facility will occupy approximately 20 acres and will occur in two phases. Phase 1 of the facility will include an operations building with a gross floor area (GFA) of 3,560 m<sup>2</sup> (38,321 ft<sup>2</sup>). It will also contain a 250 m<sup>2</sup> (2,702 ft<sup>2</sup>) vehicle storage, pole barn and two 149 m<sup>2</sup> (1,606 ft<sup>2</sup>) greenhouses. Phase 2 includes a 1,476 m<sup>2</sup> (15,888 ft<sup>2</sup>) of additional GFA in the operations building as well as a 1,951 m<sup>2</sup> (21,000 ft<sup>2</sup>) salt and storage building including interior loading. Phase 2 will also include an additional 219 m<sup>2</sup> (2,357 ft<sup>2</sup>) of GFA to the operations building, and two additional greenhouses with 149 m<sup>2</sup> (1,603 ft<sup>2</sup>) of GFA.*

*Phase 1 of the operations facility will include 80 parking spaces for staff in addition to 16 visitor spaces and 4 barrier-free spaces. Phase 2 of the facility has been planned to accommodate 30 additional parking spaces.*

### 4.3 Zoning Context

965 Gartshore Street is currently zoned as Agricultural (A) and Environmental Protection Overlay (EPA Overlay). The current zoning does not allow for land uses pertaining to industrial operations to occur on the site. The rezoning of the land would allow for the OC to be developed and function.



Therefore, the development of the study area includes rezoning modifications. These modifications include the following (GSP Group 2023:46):

*The Zoning By-law Amendment proposes to amend the existing zone from 'Agricultural' (A) to a specialized 'Institutional' (IN-XX) zone. The rezoning will include site-specific provisions to facilitate accessory structures on the site. A summary of the proposed development and zoning requirements are provided below in the following table:*

<i>Regulation (IN) Zone</i>	<i>Regulations (Lot with Individual On-Site Sewer and Water Services)</i>	<i>Proposed Development</i>	<i>Compliant (Y/N)</i>
<i>Permitted Uses</i>	<i>a) A public building b) A church c) A school d) A cemetery e) A hospital f) A day care centre g) A retirement residence h) A nursing home i) A group home j) A museum k) A community centre</i>	<i>Public Building shall mean any building or part thereof or structure owned, leased or occupied by the Corporation of the Township of Centre Wellington, the Corporation of the County of</i>	<i>Yes</i>

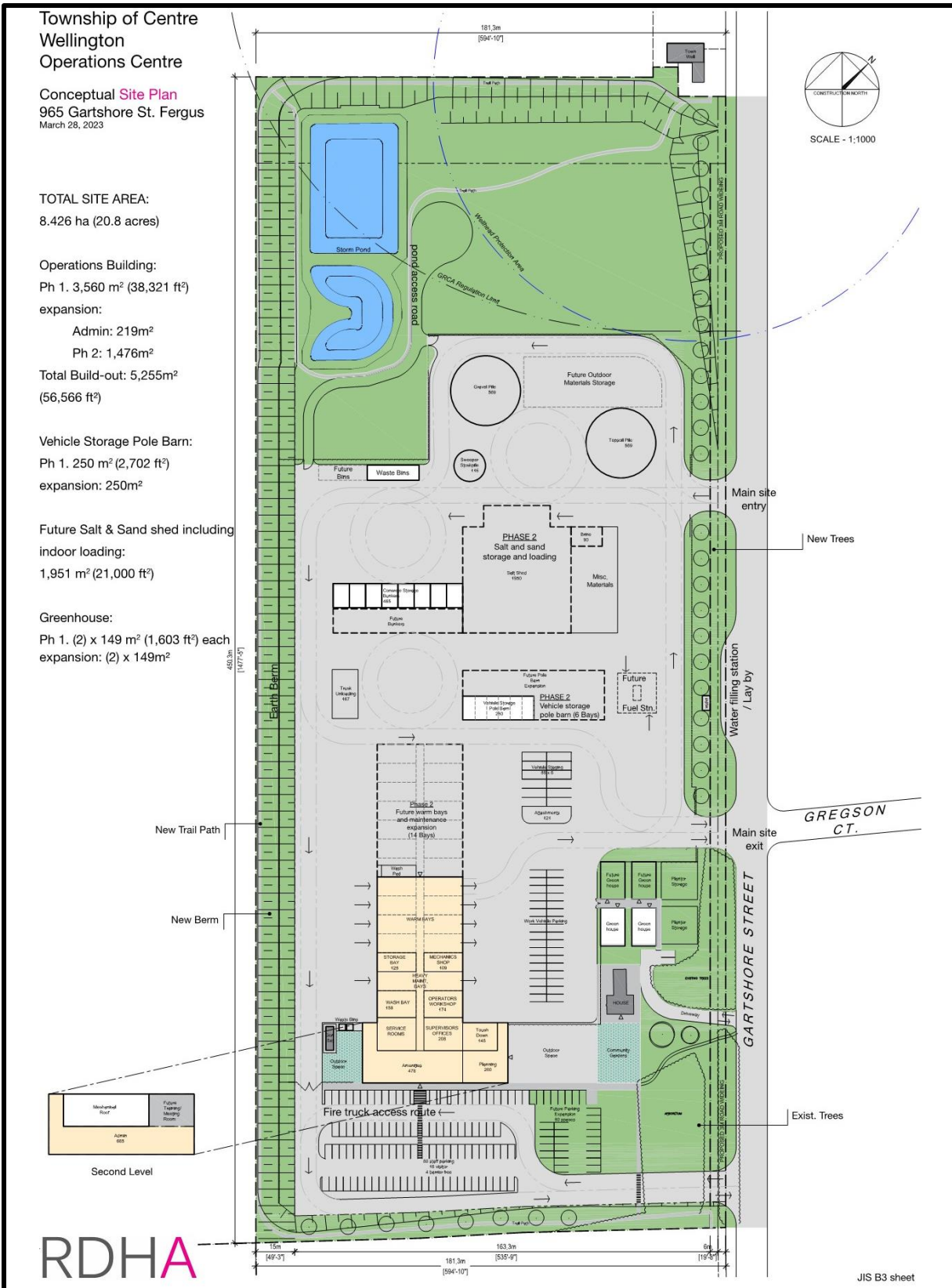


Figure 1: Proposed Site Development – Conceptual Site Plan  
 (RJ Burnside 2023)



**Figure 2: Proposed Site Development – Birdseye View  
(RJ Burnside 2023)**



**Figure 3: Proposed Site Development – View from Southeast Corner of Study Area  
(RJ Burnside 2023)**

## 5.0 ANALYSIS OF IMPACT ASSESSMENT

Any potential project impacts on identified cultural heritage resources must be evaluated, including direct and indirect impacts.

Direct impacts (those that physically affect the heritage resources themselves) include, but are not limited to: demolition, initial project staging, excavation/levelling operations, construction of access roads and renovations or repairs over the life of the project. These direct impacts may impact some or all significant heritage attributes or may alter soils and drainage patterns and adversely impact archaeological resources.

Indirect impacts include but are not limited to: alterations that are not compatible with the historic fabric and appearance of the area; alterations that detract from the cultural heritage values, attributes, character or visual context of a heritage resource. This could include the construction of new buildings; the creation of shadows that alter the appearance of an identified heritage attribute; the isolation of a heritage attribute from its surrounding environment; the obstruction of significant views and vistas; and other less-tangible impacts.

*InfoSheet #5: Heritage Impact Assessments and Conservation Plans* (MCM 2006:3) provides an overview of several major types of negative impacts, including but not limited to:

- Destruction of any, or part of any, significant heritage attributes;
- Alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance;
- Shadows created that alter the appearance of a heritage attribute or change the viability of a natural feature or plantings, such as a garden;
- Isolation of a heritage attribute from its surrounding environment, context or significant relationship;
- Direct or indirect obstruction of significant views or vistas within, from, or of built and natural features;
- A change in land use such as rezoning a battlefield from open space to residential use, allowing new development or site alteration to fill in the formerly open spaces; and
- Land disturbances such as a change in grade that alters soils, and drainage patterns that adversely affect an archaeological resource (MCM 2006).

### 5.1 Project Location

An assessment of the impacts on 965 Gartshore Street can be evaluated using the negative impacts presented in *InfoSheet #5: Heritage Impact Assessments and Conservation Plans* (MCM 2006). The impacts are examined below in Table 2.

**Table 2: Impact Evaluation for 965 Gartshore Street**  
(Adopted from MCM 2006:3)

Type of Negative Impact	Applicable? (Y/N)	Comments
Destruction of any, or part of any, significant heritage attributes.	Y	The proposed development involves the removal of some heritage attributes from the farmstead at 965 Gartshore Street: the large Bank Barn, the concrete silo and the alteration of the organic driveways. These removals result in a modification of the farmstead cultural heritage landscape and will diminish the study area's contextual value supporting the rural character of the area. There is also the potential for indirect impact as a result of accidental impacts during construction activities to the entrance driveway line with mature trees.
Alterations to a property that detract from the cultural heritage values, attributes, character or visual context of a heritage resource, such as the construction of new buildings that are incompatible in scale, massing, materials, height, building orientation or location relative to the heritage resource.	Y	The current proposed development involves the construction of an Operations Centre and has the potential to detract from the visual context of the farmstead cluster heritage attribute. The proposed design adds new structures, parking areas, circulation patterns, landscaping, and the removal of the agricultural fields, organic circulation patterns.  Alteration of the Gothic Revival House is proposed, the removal of the addition. This addition removal is an alteration to the existing house and may result in direct accidental impacts to the heritage sub-attributes of the house including the existing brick and window openings covered by the addition.
Shadows created that alter the appearance of a heritage attribute or change the viability of a natural feature or plantings, such as a garden.	N	The proposed site development will introduce new structures to the study area. The proposed structures are well away from the Gothic Revival house, and it appears that the shadows created would not have an impact on the structure. The extent of the impact of the shadows created can be determined in a shadow study.
Isolation of a heritage attribute from its surrounding environment, context or significant relationship.	Y	The location and relationship of the existing structures, natural features and the character of 965 Gartshore Street as a representative example of an Ontario Farm is a heritage attribute (see Section 3.0). The proposed development would isolate the farmhouse from the surrounding farmstead elements (i.e., the farm fields, barn, organic laneways).. rendering the study area no longer representative of an Ontario Farm.
Direct or indirect obstruction of significant views or vistas within, from, or of built and natural features.	N	The proposed site development does not obstruct any significant views that were recognized as heritage attributes.
A change in land use such as rezoning a battlefield from open space to residential use, allowing new development or site alteration to fill in the formerly open spaces.	Y	The proposed development is rezoning from agricultural land to commercial, and will result in the removal of the natural open spaces, agricultural fields, wooded lots, and organic pathways which then would be replaced by built structures and paved internal circulation.

Type of Negative Impact	Applicable? (Y/N)	Comments
Land disturbances such as a change in grade that alters soils, and drainage patterns that adversely affect an archaeological resource.	Y	With the proposed removal of the Bank Barn, silo, outbuildings and construction activities, there will be ground disturbance which may adversely affect any archeological resources.

As Table 2 summarizes, the heritage attributes of 965 Gartshore Street will be directly and adversely impacted by the current proposed development as defined by MCM *InfoSheet #5: Heritage Impact Assessments and Conservation Plans* (2006). The impacts include:

- Impact 1 – There is the potential for direct impacts to heritage attributes of 965 Gartshore Street from removal of the bank barn, the concrete silo and the organic driveways.
- Impact 2 – Direct impacts are possible resulting from the proposed development which will alter the visual context of the farmstead cluster heritage attribute (Gothic Revival House, Bank Bank, and Silo) by adding buildings that are incompatible in scale, material, massing and location relative to the heritage resource as an Ontario Farmstead.
- Impact 3 - Alteration as a result of the proposed removal of the addition may directly impact the heritage sub-attributes of the house including the existing brick and window openings covered by the addition.
- Impact 4 – The proposed development will result in the isolation of the Gothic Revival house from its context as part of the farmstead cluster within an Ontario farmstead.
- Impact 5 – The proposed development will result in a change in land-use which entails site alteration to fill in the currently open spaces; specifically, the natural open spaces, agricultural fields, wooded lots, and organic pathways) that contribute to the heritage attributes of the representative example of an Ontario Farm.
- Impact 6 – The proposed development may impact archaeological resources on 965 Gartshore Street.

## 5.2 Adjacent Properties

An assessment of the impacts on the property adjacent to 965 Gartshore Street that was identified to have potential CHVI, can be evaluated using the negative impacts presented in *InfoSheet #5: Heritage Impact Assessments and Conservation Plans* (MCM 2006). The impacts are examined below in Table 3.

**Table 3: Impact Evaluation for Adjacent Properties**  
(Adapted from MCM 2006:3)

Type of Negative Impact	Applicable? (Y/N)	Comments
Destruction of any, or part of any, significant heritage attributes.	N	The proposed development involves the removal of the buildings associated with 965 Gartshore Street. The adjacent property and its assumed heritage attributes will remain.

Type of Negative Impact	Applicable? (Y/N)	Comments
Alterations to a property that detract from the cultural heritage values, attributes, character or visual context of a heritage resource, such as the construction of new buildings that are incompatible in scale, massing, materials, height, building orientation or location relative to the heritage resource.	N	The heritage attributes of the adjacent property are located a distance away from the proposed development and is buffered from the proposed development by vegetation or fencing, existing parking or roadways. As such the proposed development will not detract from the assumed heritage attributes of the adjacent property.
Shadows created that alter the appearance of a heritage attribute or change the viability of a natural feature or plantings, such as a garden.	N	The shadows created due to the proposed development at 965 Gartshore Street are at a distance from the adjacent property and as such would not affect the assumed heritage attributes of 950 Gartshore Street.
Isolation of a heritage attribute from its surrounding environment, context or significant relationship.	N	The proposed development will not isolate the assumed heritage attributes of 950 Gartshore Street from its surrounding environment.
Direct or indirect obstruction of significant views or vistas within, from, or of built and natural features.	N	No significant views or vistas were identified as a assumed heritage attributes associated with the adjacent property.
A change in land use such as rezoning a battlefield from open space to residential use, allowing new development or site alteration to fill in the formerly open spaces.	N	The land use of the adjacent properties will not change.
Land disturbances such as a change in grade that alters soils, and drainage patterns that adversely affect an archaeological resource.	N	There are no anticipated land disturbances to 950 Gartshore Street which may adversely affect any archeological resources as a result of the proposed development.

As Table 3 summarizes, the assumed heritage attributes of adjacent property are not anticipated to be impacted by the proposed development.



## 6.0 ALTERNATIVE OPTIONS

### 6.1 Option 1 - Do Nothing

The “Do Nothing” approach is an alternative redevelopment approach whereby the proposed redevelopment and modification of the study area does not proceed. The study area and heritage attributes would remain in-situ.

This option is not feasible due to the current condition of the public works facilities in the Township of Centre Wellington. Based on the RFP provided by Centre Wellington (Centre Wellington 2022: 4),

*The existing facilities are at or above capacity, are deteriorating and nearing the end of their service life and have sites that are too small to accommodate growth or expansion. This has resulted in varying degrees of overcrowding, inefficiencies in operations, health and safety concerns, and non conformance with industry best practices and regulatory requirements.*

The ‘do nothing’ option would exacerbate conditions and has the potential to increase health and safety concerns.

### 6.2 Option 2 – Removal of Structures at 965 Gartshore Street

As the option proposed initially, Option 2 entailed the removal of all buildings on the property, including the demolition of bank barn, the poured concrete silo, and the various outbuildings at 965 Gartshore Street (Figure 4). The option also entailed the removal of the agricultural fields, the organic laneways, the mature treeline, and the driveway leading up to the Gothic Revival house. The option did leave the Gothic Revival house in situ as ‘existing in place’ while removing its surrounding natural context. Removal of these buildings was proposed as part of the development of the OC (see Figure 1). The CHER completed by ARA for the study area reflected the CHVI of the property. In resulting meetings with Township staff, ARA demonstrated the property was a representative example of an Ontario Farmstead, presented the structures and features of the farmstead that contributed to the CHVI. As a result of reviewing the CHER and the resulting meetings, the Township revised the plans.

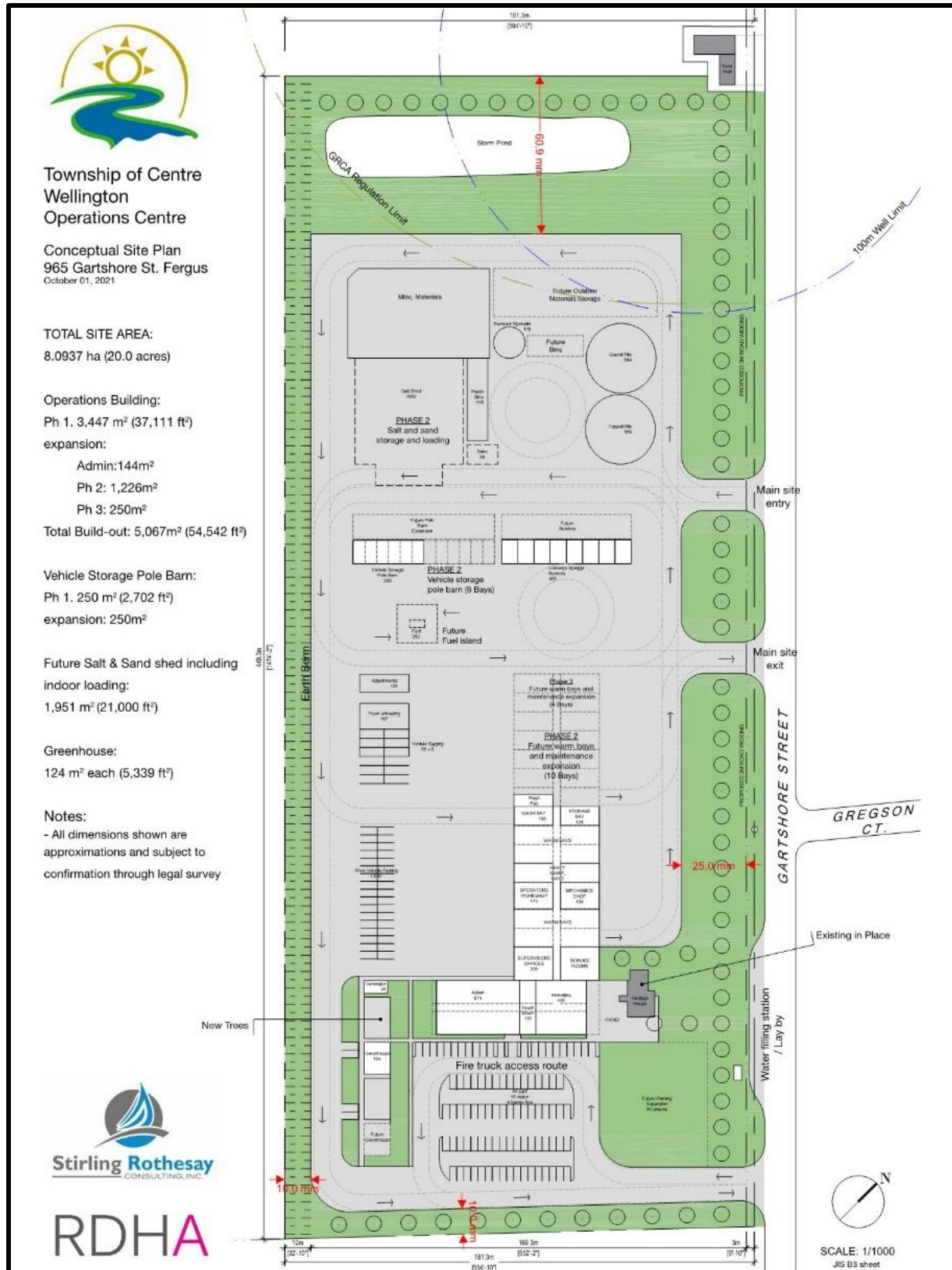


Figure 4: Proposed Development as of October 2021 (Option 2)

### **6.3 Option 3 – Retention of More Heritage Attributes**

Option 3 includes the retention of the Gothic Revival house as well as the treelined driveway (Figure 1). This option was proposed as a result of the findings of the Cultural Heritage Evaluation Report, and resulting conversations between the Township, planning staff, engineers and the heritage and design consultants.

An independent building condition assessment of the Gothic Revival house at 965 Gartshore Street was conducted on November 17, 2022, by R.J. Burnside & Associates. Based on the findings within this assessment, structural components such as, wood, located in the basement and attic were determined in need of a structural review to assess ‘moisture related damage’, the later additions to the farmhouse were recommended to be removed as they ‘were constructed improperly and are in poor condition’ together with proper restoration of brick masonry (GSP Group 2023:12

As a result of the CHER, retention of the bank barn and silo was considered; it was concluded that retention of the barn and silo was not feasible. Rationale for this removal should be clarified in a Planning Justification Report.

### **6.4 Option 4 - Final Concept (Heritage Preferred Option)**

As outlined above, the proposed development initially considered the demolition of all buildings and landscape features (Option 2). As a result of the completion of the CHER which found the property to have CHVI, the retention of all buildings with CHVI was considered. A compromise was conceptualized where the development can include some heritage attributes including: the organic driveway with the mature trees to conserve the heritage attributes connected to the Gothic Revival house (Option 3). As a result, mitigation measures have been provided below to help reduce impacts resulting from the proposed site alteration.

## 7.0 MITIGATION MEASURES

Since potential impacts to identified heritage resources were determined, proposed conservation or mitigative/avoidance measures are recommended. The former Ministry of Culture's *InfoSheet #5: Heritage Impact Assessments and Conservation Plans* (2006b:3) lists several specific methods of minimizing or avoiding a negative impact on a cultural heritage resource, including but not limited to:

- Alternative development approaches;
- Isolating development and site alteration from significant built and natural features and vistas;
- Design guidelines that harmonize mass, setback, setting, and materials;
- Limiting height and density;
- Allowing only compatible infill and additions;
- Reversible alterations; and
- Buffer zones, site plan control, and other planning mechanisms.

This section outlines suggested mitigation measures. The impacts that are addressed by each mitigation measure have been provided in brackets for reference.

### 7.1 Vibration Monitoring (Impact 1, Impact 2, Impact 3)

Construction activities associated with the current proposed development have the potential to create vibrations that could impact the cultural heritage resource located at 965 Gartshore Street. With respect to vibrations, the Zone of Influence (ZOI) is considered the area of land which is within or adjacent to a construction site. A ZOI study identifies buildings which may require vibration monitoring during the construction phase to which monitoring strategies can be determined. For example, the City of Toronto *By-law 515-2008 To amend City of Toronto Municipal Code Chapter 363, Building Construction and Demolition, with respect to regulations of vibrations from construction activity* provides an example of a detailed vibration assessment method and criteria. Typically, a ZOI study is carried out after site plan approval and construction methods and equipment is known prior to the construction phase. To mitigate any potential impacts caused by vibrations, it is recommended that the Township of Centre Wellington staff determine if a ZOI study is required and when this step will be required.

### 7.2 Temporary Protection Plan (Impact 2, Impact 3)

To protect the Gothic Revival house at 965 Gartshore Street during the construction period of the proposed new buildings as well as the removal of the addition, a Temporary Protection Plan (TPP) should be developed. The heritage attributes should be marked on the construction plans. Temporary construction fencing should be erected as a buffer between the house and the development areas. The fencing should be erected at a sufficient distance to ensure that there will be no direct or indirect impacts to the house as a result of the construction activities or equipment. The TPP should also include a communication protocol that details who needs to be informed about the heritage attributes and who should be contacted if there is an issue with the building. The TPP should include a plan for potential physical impact (i.e., a plan if there is any damage resulting from machinery). The TPP protocol should address the possibility of physical impacts and will

outline who to contact if an impact occurs and that proper repairs would be required to return the building to its previous condition. These items can be addressed through a stand-alone TTP or may be included as part of the Construction Management Plan.

### **7.3 Cultural Heritage Resource Documentation Report (Impact 4 and Impact 5)**

A Cultural Heritage Resource Documentation (CHRD) Report provides in-depth documentation of the building. The process involves photographic documentation of the structure as a whole from all (accessible) angles as well as detailed photographs of all elements. Contextual photographs are also taken of the landscape surrounding the resource. These photographs are recorded on a photo map. A physical description of the resource and detailed description of the landscape and context are also included in the report. Additional measured drawings, land use history, archival photographs or maps obtained could also be added to the report. This report should be provided to local municipalities, stakeholder groups, local historical societies, museums, archives and/or libraries as part of the public record. The completion of a CHRD should be carried out prior to demolition.

Detailed photographic and written documentation of the different components slated to be removed at 965 Gartshore Street have been completed as part of the description portion of the CHER completed by ARA (Appendix B); however, it should be confirmed that the existing documentation has been completed to the satisfaction of Township heritage staff.

### **7.4 Salvage of Materials (Impact 4 and Impact 5)**

This option allows for the retention of components of the buildings for reuse prior to their demolition. The selective removal of identified architectural or landscape elements preserves portions or features of buildings and structures that possess historical, architectural, or cultural value and can divert them from becoming landfill material. This mitigation option is not the strongest option from a heritage perspective; however, a removal and reuse program would allow for the conservation of key components of the structures. Reuse and salvage can be achieved by the identification, removal, and repurposing through symbolic conservation, or reusing of heritage materials from buildings prior to their demolition. These materials may then be used in other heritage structures as sourcing materials for repair and replacement can be challenging, especially if the materials are from an historic source that no longer exists, such as a quarry, an old-growth forest, or a manufacturing facility that has closed (Parks Canada 2010). As such, the careful salvage of materials from one historic structure can represent an opportunity for the in-kind replacement of quality historic materials in another.

The materials listed below provide an example of materials which may be worthy of salvage or reuse, however it can extend beyond those elements which may be considered to possess historical, architectural, or cultural value in order to align best practices for sustainable redevelopment. This salvage plan would apply to the Bank Barn as part of the demolition process.

Items to be considered for salvage include:

- Stone and wood in good condition;
- Windows and doors;

- Any interior features worthy of salvage and reuse including metal hardware; and
- Hand hewn and split log used in the structure of the barn.

The following recommendations for the salvage and reuse of materials are suggested:

- A reputable contractor(s) with proven expertise in salvage removal should be obtained.
  - The Architectural Conservancy of Ontario (ACO) North Waterloo Region maintains a *Directory of Heritage Practitioners* located in Ontario that claim to have experience with heritage and/or older properties. The section dedicated to “Moving, Dismantling and Salvage” could be referred to for salvage contacts, however, it is recommended that references and/or previous work be assessed before engaging with any of the listed businesses. The ACO directory is available online at: [Moving, Dismantling & Salvage - ACO North Waterloo Region \(aconwr.ca\)](http://aconwr.ca)
- The ultimate destination of salvaged materials should be determined prior to the initiation of any salvage process;
- Materials should only be salvaged if they are suitable for re-use in other buildings or projects, i.e., the material must not be irreparably damaged or infested;
- The material must be extracted in a manner that ensures that it is not irreparably damaged;
- Consider the incorporation of salvaged materials, such as bricks, stone, timber beams, wood planks, floorboards, etc. into the proposed development, potentially in the form of landscaped features, planters, pavilions/shade structures or lobby features; and
- Any materials not deemed salvageable, but which are still recyclable should be recycled in an effort to reduce the amount of material sent to a landfill.

## 7.5 Commemoration Plan (Impact 4 and Impact 5)

Conservation through a Commemoration Plan allows the historical value of a property proposed for removal to be expressed and communicated to the public. The Commemoration Plan would outline the symbolic conservation methods through techniques such as plaques and the integration of original materials (i.e., brick masonry, pressed tin elements, windows, or doors). Plaque (s)/displays placed within the existing location (or at an agreed upon off site location) and accessible to passing residents and visitors, would serve to convey information about the property’s architectural history.

A Commemoration Plan would:

- Explore options of integrating salvaged materials into any future landscape plans/site plans
- Recommend signage locations; and
- Outline graphics and text for signage.

The development of a Commemoration Plan should be completed prior to demolition activities in order to carry out any potentially recommended actions (i.e., salvage, further documentation).

## **7.6 Archaeological Assessment (Impact 6)**

The Stage 1 Archaeological Assessment carried out by ARA in October 2022, determined that the study area was comprised of a mixture of areas of archaeological potential and areas of no archaeological potential. The areas that have archaeological potential are recommended for stage 2 assessment. These areas included the agricultural fields, and the grassed and wooded areas around the study area. The method recommended for the completion of these stage 2 surveys include, the pedestrian survey method, visual survey method and test pit surveys.

## 8.0 IMPLEMENTATION

Below, Table 4 outlines the recommended conservation/mitigative/avoidance measures as the development is undertaken. The requirement for these heritage mitigation measures may be incorporated by the Township of Centre Wellington staff into the site plan approval or addressed through the Construction Management Plan.

**Table 4: Implementation Schedule**

Construction Phase	Mitigation Measures	Implementation Phases		
		Due Diligence	Site Plan	Construction Management Plan
<b>Project Planning and Design</b>	Salvage materials/retain a reputable contractor(s) with proven expertise in salvage removal to determine salvable materials.	✓		
	Cultural Heritage Resource Documentation Report - Confirm the existing documentation within the CHER has been completed to the satisfaction of City staff.	✓		
	Complete a Commemoration Plan		✓	
	Undertake an archaeological assessment (if required)		✓	
	Explore suggested design considerations		✓	
<b>Construction</b>	Vibrations should be identified through a ZOI study (if required)			✓
	Complete a Temporary Protection Plan			✓



## 9.0 RECOMMENDATIONS

This HIA builds on the previously completed heritage evaluation and noted heritage attributes for 965 Gartshore Street (see Section 3.0).

The proposed development at 965 Gartshore Street involves the construction of the Township of Centre Wellington Operations Centre. The existing historic residence and treelined driveway at 965 Gartshore Street will be retained, while the bank barn, silo, agricultural fields and other outbuildings will be removed. The bank barn and silo form part of the “farmstead cluster” heritage attribute, and the bank barn itself is noted as a heritage attribute; and thus needs a clear rationale for their removal from the landscape. Retention of the barn and silo should be considered, and if not feasible, clear rationale for their removal should be provided. Adaptive reuse of the bank barn and silo can be explored. While a condition assessment was conducted on the Gothic Revival house, a similar report on the condition of the bank barn and silo should be considered.

The OC is proposed to be developed in two phases and involves the construction of new structures. The buildings are described as: “maintenance buildings of the facility, work yards, staff and visitor parking spaces, operational vehicle and equipment parking with storage, materials storage areas, circulation routes, entrance/ exit driveways, storm water management pond, screening berm along the west property line, fueling area, chemical storage, outdoor vehicle wash bay, vac truck dump out dewatering pit, and a publicly accessible bulk water filling station”.

Potential negative impacts to 965 Gartshore Street which may result from the current proposed development include:

- Impact 1 – There is the potential for direct impacts to heritage attributes of 965 Gartshore Street from removal of the bank barn, the concrete silo and the organic driveways.
- Impact 2 – Direct impacts are possible resulting from the proposed development which will alter the visual context of the farmstead cluster heritage attribute (Gothic Revival House, Bank Barn, and Silo) by adding buildings that are incompatible in scale, material, massing and location relative to the heritage resource as an Ontario Farmstead.
- Impact 3 - Alteration as a result of the proposed removal of the addition Gothic Revival House may directly impact the heritage sub-attributes of the house itself including the existing brick and window openings covered by the addition.
- Impact 4 – The proposed development will result in the isolation of the Gothic Revival house from its context as part of the farmstead cluster within an Ontario farmstead.
- Impact 5 – The proposed development will result in a change in land-use which entails site alteration to fill in the currently open spaces; specifically, the natural open spaces, agricultural fields, wooded lots, and organic pathways) that contribute to the heritage attributes of the representative example of an Ontario Farm.
- Impact 6 – The proposed development may impact archaeological resources on 965 Gartshore Street.

The heritage attributes of the adjacent properties are not anticipated to be impacted by the proposed development.

The following conservation/mitigation strategies are recommended:

- To protect the Gothic Revival house during the construction phases of the proposed development as well as during the addition demolition, vibrations should be identified through a ZOI study as directed by City Staff.
- To protect the Gothic Revival house during the construction phases of the proposed development as well as during the addition demolition, a Temporary Protection Plan should be created including provisions for fencing between the building and development areas, a list of elements to be conserved (i.e., brick, window and door openings), as well as communication protocols.
- A CHRD report should be prepared. Photographic and written documentation of the properties has been completed as part of the CHER report. It should be confirmed that the existing documentation that has been completed to date can satisfy the scope of a CHRD to the satisfaction of the Township staff.
- Materials should be salvaged from the bank barn and other reusable items from the outbuildings.
- A Commemoration Plan should be developed prior to the demolition of the bank barn and the poured concrete silo. and
- Archaeological assessment stage 2 is required based on the Stage 1 assessment results.

## 10.0 BIBLIOGRAPHY

### ARA

2022 *Stage 1 Archaeological Assessment*, Centre Wellington Operations Centre, 965 Gartshore Street, Township of Centre Wellington

### Centre Wellington

2022 *Township of Centre Wellington Request for Proposal #21-22*, Consulting Services, Site Development – Operations Centre

### Government of Ontario

2006 *Ontario Regulation 9/06* made under the *Ontario Heritage Act*. Accessed online at: [www.e-laws.gov.on.ca/html/source/regs/english/2006/elaws\\_src\\_regs\\_r06009\\_e.htm](http://www.e-laws.gov.on.ca/html/source/regs/english/2006/elaws_src_regs_r06009_e.htm).

2009 *Ontario Heritage Act, R.S.O. 1990, c. O.18*. Accessed online at: [www.e-laws.gov.on.ca/html/statutes/english/elaws\\_statutes\\_90o18\\_e.htm](http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90o18_e.htm).

### GSP Group Inc.

2023 *Planning Justification Report*, 965 Gartshore Street, 970 Gartshore Street & 101 Gregson Court, Township of Centre Wellington, County of Wellington.

### Ministry of Citizenship and Multiculturalism (MCM)

2006 *InfoSheet #5: Heritage Impact Assessments and Conservation Plans*. Ontario Heritage Tool Kit Series. Toronto: Ministry of Culture.

2006a *Heritage Property Evaluation: A Guide to Listing, Researching and Evaluating Cultural Heritage Property in Ontario Communities*. Ontario Heritage Tool Kit Series. Toronto: Ministry of Culture.

### Ministry of Municipal Affairs and Housing (MMAH)

2020 *Provincial Policy Statement, 2020*. Toronto: Ministry of Municipal Affairs and Housing.

### Parks Canada

2010 *Standards and Guidelines for the Conservation of Historic Places in Canada 2<sup>nd</sup> Edition*. Accessed online at: [www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf](http://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf).

## Appendix A: Curriculum Vitae

Kayla Jonas Galvin, MA, RPP, MCIP, CAHP  
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### Biography

Kayla Jonas Galvin, Archaeological Research Associates Ltd.'s Heritage Operations Manager, has extensive experience evaluating cultural heritage resources and landscapes for private and public-sector clients to fulfil the requirements of provincial and municipal legislation such as the *Environmental Assessment Act*, the *Standards & Guidelines for the Conservation of Provincial Heritage Properties* and municipal Official Plans. She served as Team Lead on the Ministry of Tourism, Culture and Sport Historic Places Initiative, which drafted over 850 Statements of Significance and for *Heritage Districts Work!*, a study of 64 heritage conservation districts in Ontario. Kayla was an editor of *Arch, Truss and Beam: The Grand River Watershed Heritage Bridge Inventory* and has worked on Municipal Heritage Registers in several municipalities. Kayla has drafted over 150 designation reports and by-laws for the City of Kingston, the City of Burlington, the Town of Newmarket, Municipality of Chatham-Kent, City of Brampton and the Township of Whitchurch-Stouffville. Kayla is the Heritage Team Lead for ARA's roster assignments for Infrastructure Ontario and oversees evaluation of properties according to *Standards & Guidelines for the Conservation of Provincial Heritage Properties*. Kayla is a Registered Professional Planner (RPP), a Member of the Canadian Institute of Planners (MCIP), is a professional member of the Canadian Association of Heritage Professionals (CAHP) and sits on the board of the Ontario Association of Heritage Professionals.

### Education

2016 MA in Planning, University of Waterloo. Thesis Topic: *Goderich – A Case Study of Conserving Cultural Heritage Resources in a Disaster*  
2003-2008 Honours BES University of Waterloo, Waterloo, Ontario  
Joint Major: Environment and Resource Studies and Anthropology

### Professional Memberships and Accreditations

Current Registered Professional Planner (RPP)  
Member of the Canadian Institute of Planners (MCIP)  
Professional Member, Canadian Association of Heritage Professionals (CAHP)  
Board Member, Ontario Association of Heritage Professionals

### Work Experience

Current **Heritage Operations Manager, Archaeological Research Associates Ltd.**  
Oversees business development for the Heritage Department, coordinates completion of designation by-laws, Heritage Impact Assessments, Built Heritage and Cultural Heritage Landscape Assessments, and Cultural Heritage Resource Evaluations.

- 2009-2013 **Heritage Planner, Heritage Resources Centre, University of Waterloo**  
Coordinated the completion of various contracts associated with built heritage including responding to grants, RFPs and initiating service proposals.
- 2008-2009, **Project Coordinator–Heritage Conservation District Study, ACO**  
2012 Coordinated the field research and authored reports for the study of 32 Heritage Conservation Districts in Ontario. Managed the efforts of over 84 volunteers, four staff and municipal planners from 23 communities.
- 2007-2008 **Team Lead, Historic Place Initiative, Ministry of Culture**  
Liaised with Ministry of Culture Staff, Centre’s Director and municipal heritage staff to draft over 850 Statements of Significance for properties to be nominated to the Canadian Register of Historic Places. Managed a team of four people.

### **Selected Professional Development**

- 2019 OPPI and WeirFoulds Client Seminar: Bill 108 – More Homes, More Choice, 2019
- 2019 Annual attendance at Ontario Heritage Conference, Goderich, ON (Two-days)
- 2019 Information Session: Proposed Amendments to the OHA, by Ministry of Tourism, Culture and Sport
- 2018 Indigenous Canada Course, University of Alberta
- 2018 Volunteer Dig, Mohawk Institute
- 2018 Indigenizing Planning, three webinar series, Canadian Institute of Planners
- 2018 Cultural Heritage, Archaeology and Planning Symposium
- 2018 Transforming Public Apathy to Revitalize Engagement, Webinar, MetorQuest
- 2018 How to Plan for Communities: Listen to the Them, Webinar, CIP
- 2017 Empowering Indigenous Voices in Impact Assessments, Webinar, International Association for Impact Assessments
- 2017 Cultural Heritage, Archaeology and Planning Symposium
- 2017 Capitalizing on Heritage, National Trust Conference, Ottawa, ON.
- 2016 Cultural Heritage, Archaeology and Planning Symposium
- 2016 Heritage Rising, National Trust Conference, Hamilton
- 2016 Ontario Heritage Conference St. Marys and Stratford, ON.
- 2016 Heritage Inventories Workshop, City of Hamilton & ERA Architects
- 2015 Cultural Heritage, Archaeology and Planning Symposium
- 2015 City of Hamilton: Review of Existing Heritage Permit and Heritage Designation Process Workshop.
- 2015 Leadership Training for Managers Course, Dale Carnegie Training

### **Selected Publications**

- 2018 “Conserving Cultural Heritage Landscapes in Waterloo: An Innovative Approach.” *Ontario Association of Heritage Professionals Newsletter*, Winter 2018.
- 2018 “Restoring Pioneer Cemeteries” *Ontario Association of Heritage Professionals Newsletter*. Spring 2018. *In print*.
- 2015 “Written in Stone: Cemeteries as Heritage Resources.” *Municipal World*, Sept. 2015.
- 2015 “Bringing History to Life.” *Municipal World*, February 2015, pages 11-12.
- 2014 “Inventorying our History.” *Ontario Planning Journal*, January/February 2015.
- 2014 “Assessing the success of Heritage Conservation Districts: Insights from Ontario Canada.” with R. Shipley and J. Kovacs. *Cities*.

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### **Biography**

Jacqueline McDermid has ten years of technical writing and management experience; Seven years direct heritage experience. She has gained seven years of experience conducting primary and secondary research for archaeological and heritage assessments and drafting reports and evaluating property according to Ontario Regulation 9/06 and 10/06 as part of Municipal Heritage Registers. Jacqueline is expert at copy editing heritage reports including checking grammar, consistency and fact checking, to ensure a high-quality product is delivered to clients. She has experience assisting with the drafting of Heritage Conservation District Studies through the drafting of reports for potential Heritage Conservation Districts in the City of Toronto (Weston HCD) and Township of Bradford West Gwillimbury (Bond Head HCD). Jacqueline has proven project management experience gained by completing projects on time and on budget as well as formal Project Management training. In 2018, under a six-month contract as the Heritage Planner at the Ministry of Transportation, acquired considerable experience conducting technical reviews of consultant heritage reports for Ministry compliance including Cultural Heritage Evaluation Reports, Heritage Impact Assessment, Strategic Conservation Plans, and Cultural Heritage Resource Assessments as well as gained valuable insight on provincial heritage legislation (*Ontario Heritage Bridge Guidelines*, *Ontario MTO Environmental Standards and Practices for Cultural Heritage*, *MTO Environmental Reference for Highway Design – Heritage*, *MCM’ Heritage Identification & Evaluation Process* as well as the new *MCM Information Bulletins on Heritage Impact Assessments* and *Strategic Conservation Plans*, and inter-governmental processes. She has extensive Knowledge of heritage and environmental policies including the *Planning Act*, *Provincial Policy Statement*, the *Ontario Heritage Act*, Official Plans, *Environmental Assessment Act* and *Green Energy Act*. Working knowledge of the *Standards and Guidelines for Consultant Archaeologists* (2011), Ministry of Tourism, Culture and Sport.

### **Education**

2000-2007 Honours B.A., Wilfrid Laurier University, Waterloo, Ontario  
Major: Near Eastern Archaeology.

### **Work Experience**

Current **Project Manager – Heritage, Archaeological Research Associates, Stoney Creek, ON**

2015-2020 **Technical Writer and Researcher – Heritage, Archaeological Research Associates Ltd., Kitchener, ON**  
Research and draft designation by-laws, heritage inventories, Heritage Impact Assessments, Built Heritage and Cultural Heritage Landscape Assessments, and Cultural Heritage Resource Evaluations using Ontario Regulation 9/06, 10/06 and the Ontario Heritage Bridge Guidelines.

- 2018 **Environmental Planner – Heritage Ministry of Transportation, Central Region – Six-month contract.**  
Responsibilities included: project management and coordination of MTO heritage program, managed multiple consultants, conducted and coordinated field assessments and surveys, estimated budgets including \$750,000 retainer contracts. Provided advice on heritage-related MTO policy to Environmental Policy Office (EPO) and the bridge office.
- 2017-2018 **Acting Heritage Team Lead – Heritage Archaeological Research Associates Ltd., Kitchener, ON**  
Managed a team of Heritage Specialists, oversaw the procurement of projects, retainers; managed all Heritage projects, ensured quality of all outgoing products.
- 2014-2015 **Technical Writer – Archaeology, Archaeological Research Associates Ltd., Kitchener, ON**  
Report preparation; correspondence with the Ministry of Tourism, Culture, and Sport; report submission to the Ministry and clients; and administrative duties (PIF and Borden form completion).
- 2012-2013 **Lab Assistant, Archaeological Research Associates Ltd., Kitchener, ON**  
Receive, process and register artifacts.
- 2011-2012 **Field Technician, Archaeological Research Associates Ltd., Kitchener, ON**  
Participated in field excavation and artifact processing.
- 2005-2009 **Teaching Assistant, Wilfrid Laurier University, Waterloo, ON**  
Responsible for teaching and evaluating first, second, third- and fourth-year student lab work, papers and exams.
- 2005-2007 **Lab Assistant, Wilfrid Laurier University – Near Eastern Lab, Waterloo, ON**  
Clean, Process, Draw and Research artifacts from various sites in Jordan.

### Professional Development

- 2021 “Drafting Statements of Significance.” Webinar presented by ARA’s K. Jonas Galvin for ACO’s job shadow students
- 2021 Perspectives on Cultural Heritage Landscapes, Cultural Heritage, Archaeology and Planning Symposium by ARA
- 2021 “Workshop on recent changes in the Ontario planning legislation: what all heritage advocates need to know”, webinar, hosted by the Architectural Conservancy of Ontario, with reps from MMAH.
- 2021 “Historic Mortar Replication and Repointing” webinar presented by IMI
- 2020 “Workshop on Historic Bridges” (2 Days) Association of Preservation Technology
- 2021 “Architectural Styles in Ontario” Webinar presented by ARA’s K. Jonas Galvin
- 2019 OPPI and WeirFoulds Client Seminar: Bill 108 – More Homes, More Choice, 2019
- 2019 Cultural Heritage, Archaeology, and Planning (CHAP) Symposium *Perspectives on Cemeteries and Burials in Ontario* (One Day) by ARA in Burlington ON
- 2019 Ontario Heritage Conference, Goderich, ON (Two-days)
- 2019 Rural Heritage, Webinar, National Trust for Canada
- 2019 Information Session: Proposed Amendments to the OHA, by Ministry of Tourism, Culture and Sport
- 2019 Indigenous Heritage Places and Perspectives, Webinar, National Trust for Canada

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- 2018 Cultural Heritage, Archaeology, and Planning (CHAP) Symposium *All 94: Truth Reconciliation, and Heritage Policy* (One Day) by ARA in Burlington ON
  - 2018 Grand River Watershed 21<sup>st</sup> Annual Heritage Day Workshop and Celebration (One day)
  - 2017 Cultural Heritage, Archaeology, and Planning (CHAP) Symposium: *Hidden Histories* (One Day), by ARA in Burlington, ON
  - 2017 Leadership Training for Managers Course, Dale Carnegie Training
  - 2016 Second Annual Cultural Heritage, Archaeology, and Planning (CHAP) Symposium (One Day), by ARA Waterloo ON
  - 2015 Introduction to Blacksmithing, One-Day
  - 2015 Cultural Heritage, Archaeology, and Planning (CHAP) Symposium *Where Are We Now?* by ARA Waterloo, ON
  - 2015 Ontario Heritage Trust symposium, topics included: Cultural landscapes, City building, Tangible heritage, How the public engages with heritage, and Conserving intangible heritage
  - 2014 Community Heritage Ontario, webinar, Part IV and V of the *Ontario Heritage Act*.

#### **Presentations**

- 2019 **Cemeteries and Burials Research.** Cultural Heritage Planning and Archaeology Symposium, Burlington.



Sumra Zia, G.D.A.C., B.Arch  
Cultural Heritage Technician  
**ARCHAEOLOGICAL RESEARCH ASSOCIATES LTD.**  
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Sumra Zia, joined the Heritage team at ARA as a Cultural Heritage Technician, and works on heritage impact, assessment, and evaluations. Before joining the heritage team at ARA, Sumra completed a Graduate Diploma in Architectural Conservation from Carleton University in Ottawa. The diploma added to her bachelor's degree in architecture and planning from NED University in Pakistan. She has work experience in architecture design, interior design, urban planning, adaptive reuse projects together with working on historic buildings as a conservation specialist. Sumra is well versed with the Ontario Heritage Act, the Ontario Building Code, Ontario Heritage Toolkit and the Standards and Guidelines for the Conservation of Historic Places. Sumra has worked with local communities on tangible and intangible issues connected to architectural practices and as a part of her Architectural Conservation degree has completed various case studies on heritage properties in Canada, which range from the Royal Botanical Gardens in Burlington to the Elgin Hotel in Ottawa. She is passionate about studying the effects of global climate change on cultural heritage properties and landscapes and how working with climate change could be beneficial for best conservation practices.

### Education

2022 Graduate Diploma in Architectural Conservation, Carleton University, Ottawa, ON  
2018 B. Arch in Architecture and Planning, NED University of Engineering and Technology, Karachi, Pakistan.

### Professional Memberships and Accreditations

Current PCATP, Pakistan Council for Architects and Town Planners  
Current IAP, Institute of Architects Pakistan

### Work Experience

Current **Cultural Heritage Technician, Archaeological Research Associates Ltd.**  
Works under the Project Managers on, Heritage Impact Assessments, Built Heritage and Cultural Heritage Landscape Assessments, Cultural Heritage Resource Evaluations, and other cultural heritage services.

2020-2021 **Project Architect, Doodling Studio.**  
Coordinated the completion of various architectural projects leading a team of draftsmen, 3D visualizers and architects. Coordinated with clients for interior design and selection of materials and textures. Conducted site surveys in coordination with contractors to follow project schedules and workflow.

2019-2020 **Architect, Zeeshan Umair Architects.**  
Prepared excel spreadsheets for bill of quantities for clients and contractors. Coordinated with vendors and distributors for latest and most viable construction

- technology and materials. Punctually dispatched design proposals consisting of drawings and complete set of details for project execution.
- 2018-2019 **Junior Architect, DAZ Design Studio.**  
Worked alongside the principal architect and interior designer on an urban design and restoration project. Coordinated directly with construction workers to ensure adequate and correct implementation of design on site. Prepared working drawings for design execution in line with project deliverables.
- 2015 **Architecture Intern, Habib Fida Ali Architects.**  
Presented design options for a welfare organization office together with a team of senior architects. Explored manual sketching and watercolor mediums for the presentation of ideas, mood boards and final proposals. Delivered hand-made presentations to the board members of the welfare organization for interior space options.

### **Selected Project**

#### **Scoped Heritage Impact Assessment**

Current **7119 Tecumseh Road**, Municipality of Lakeshore. Client: Mr. and Mrs. Lachine

#### **Heritage Impact Assessment and Commemoration Plan**

Current **Smith-Carrique Farm**, City of Oakville. Client: Schelegel Villages

#### **Cultural Heritage Evaluations Report**

Current **George Harvey Collegiate Institute**, City of Toronto. Client: Toronto Lands Corporation (TLC)

#### **Heritage Impact Assessment**

Current **45 Canby Street**, City of Thorold. Client: RO Beam Construction

#### **Heritage Impact Assessment**

Current **587 Highbury Ave**, City of London. Client: Michael Clark Construction

#### **Municipal Designation Reports and Municipal Heritage Registers**

Current **Brampton Municipal Heritage Register Updates**, City of Brampton. Client: City of Brampton

#### **Cultural Heritage Evaluations Reports (Provincial Properties)**

2022 **Crysler Heritage Park/Upper Canada Village CHE**, Town of Morrisburg. Client: St. Lawrence Parks Commission.

#### **Condition Assessment**

2022 **Christ Church**, City of Hamilton. Client: Canon Terry Charters.

#### **Adaptive Reuse and Rehabilitation Design**

2018 **Zaib un Nisa Street**, City of Karachi. Client: Municipality of Saddar Town.

#### **Residential Interior Renovation**

2021 **Honda Residence**, City of Karachi. Client: Sheikh Shiraz Mubashir and Shiekh Moiz Mubashir.

### **Professional Development**

- 2022 AODA Customer Service Standards Training
  - WHIMIS
  - ACO Arch styles presentation
- 2022 ICOMOS University Forum, Just Transitions: Heritage Education for Climate Adaptation, hosted by academic members of the Climate Heritage Network
- 2022 Hobin Prize in Architecture & City Building awards ceremony
- 2021 Carleton Workshops
  - Student well-being
  - Anti-racism
  - Research Ethics
- 2021 Untold Histories - Storytelling through Heritage, webinar by .DWG
- 2021 Changing the Narrative: Dispelling Homophobia, hosted by Afro-Caribbean Mentorship Program.
- 2021 DWG + Architectures of Hiding | Indigenous Walks
- 2021 Ingenious Talks Online: Recording Historic Sites from Home - Developing A Collaborative Learning Approach for Architectural Conservation and Sustainability, hosted by Carleton University, Ottawa.
- 2021 Demographic Re-Assembly - Online Forum, Ottawa as a case study for how cities respond to demographic shifts and the forces behind them.

## **Appendix B: Cultural Heritage Evaluation Report (ARA 2023)**