



PORT COLBORNE

Subject: Recommendations and Minutes from the Heritage Subcommittee

To: Council

From: Development and Government Relations Department

Report Number: 2025-75

Meeting Date: April 8, 2025

Recommendation:

That Development and Government Relations Department Report 2025-75 be received; and

That the recommendations of the Heritage Subcommittee, attached as Appendix A to this report, be approved; and

That the minutes of the Heritage Subcommittee, attached as Appendix B to this report, be received for information.

Purpose:

The purpose of this report is to request that Council approve the attached recommendations from the Heritage Subcommittee regarding which properties on the [City of Port Colborne Heritage Register](#) should become designated heritage properties. Approving these recommendations will allow Planning staff to proceed with the steps required to designate each property.

Background:

[Amendments to the Ontario Heritage Act \(OHA\)](#) require municipalities to designate properties listed on their Heritage Registers by January 1, 2027, or the properties must be removed from the Register and cannot be re-added to the Register for at least 5 years thereafter. As part of the ongoing effort to designate properties on the Heritage Register before 2027, the Heritage Subcommittee has voted to recommend that Council pursue the designation of 15 properties.

The following tables summarize the meetings of the Heritage Subcommittee where properties were considered for designation, along with links to the meeting agendas which include background research reports on each property.

Properties Recommended for Designation	
Meeting Date and Agenda	Properties and Research Reports
November 20, 2023	172 King Street
November 20, 2023	143 King Street
December 18, 2023	83 Tennessee Avenue
December 18, 2023	115 Kent Street
January 22, 2024	48 and 50 Neff Street
January 22, 2024	44 King Street
January 22, 2024	599 King Street
February 12, 2024	55 Charlotte Street
February 12, 2024	123 King Street
February 12, 2024	19 Tennessee Avenue
March 18, 2024 March 17, 2025	5446 Sherkston Road and 825 Pleasant Beach Road
March 18, 2024	214 Steele Street
March 18, 2024	5222 Second Concession Road
May 13, 2024	736 Pinecrest Road
February 24, 2025	189 Davis Street

Properties <u>NOT</u> Recommended for Designation	
Meeting Date and Agenda	Properties and Research Reports
January 22, 2024	352 Chippawa Road
January 22, 2024	334 Sugarloaf Street
May 13, 2024	975 Chippawa Road
May 13, 2024	2352 Third Concession Road
March 17, 2025	414 and 394 Pinecrest Road (Firelane 2 Pillars)
March 17, 2025	2148 Third Concession Road

Section 28 of the [OHA](#) provides that municipal heritage committees are to advise and assist the council of a municipality on matters relating to Part IV (Conservation of Property of Cultural Heritage Value or Interest) and Part V (Heritage Conservation Districts).

Section 29 of the OHA allows the council of a municipality to, by by-law, designate a property within the municipality to be of cultural heritage value or interest if the prescribed criteria are met and the designation is made in accordance with section 29.

Before a property can be designated under Part IV of the OHA, section 29 (3) requires that a notice of intention to designate under subsection (1) is served on the owner of the property and the Ontario Heritage Trust. Further notice is to be published in a newspaper having general circulation in the municipality. Future Council reports will be presented before notices are circulated.

Discussion:

The resolutions attached as Appendix A to this report have been passed by the Heritage Subcommittee to advise and assist Council in the conservation of property or cultural heritage value or interest.

The Heritage Subcommittee and Planning staff respectfully request that Council consider passing the resolutions contained herein to allow Planning staff to begin the designation process provided for under the OHA.

If these recommendations from the Heritage Subcommittee are adopted by Council, Planning staff will begin preparing and presenting staff reports containing further information on each property to request that Council direct staff to formally start the prescribed designation process under the OHA.

Planning staff note that most minutes from the Heritage Subcommittee have been presented to Council for their information, but the following minutes are attached as Appendix B to this report for Council's information:

- July 21, 2023
- December 18, 2023
- March 18, 2024
- October 15, 2024
- January 20, 2025
- February 24, 2025

Internal Consultations:

Planning staff have worked with Museum and Culture staff to prepare and provide the materials considered by the Heritage Subcommittee when they made the attached recommendations to Council.

Financial Implications:

There are no financial implications resulting from this report. Future reports as part of the designation process will outline the expected financial implications of each designation.

Public Engagement:

The materials considered by the Heritage Subcommittee when they made the attached recommendations to Council will be attached to future staff reports. Heritage Subcommittee agenda materials can be accessed on the [Council, Boards and Committees Calendar](#). The following table has been prepared to summarize the process of designating a heritage property, assuming there are no objections or appeals.

There are property owners with properties on the proposed list that are not in favour of their properties being designated. Staff anticipate there may be some objections and/or appeals.

1. Prepare Designation Documents	Public Engagement Opportunity
Prepare statements of significance	Future meetings of the Heritage Subcommittee and Council
Send statements of significance and background reports to property owners to confirm interest in designation	
Prepare draft Designation By-law	Future meetings of the Heritage Subcommittee
2. Report to Council to Recommend Designating a Property	
Prepare recommendation report for Council	
Present recommendation report to Council for approval to continue designation process	Future meetings of Council
3. Prepare + Circulate Notice of Intention to Designate	
Prepare Notice of Intention to Designate	Notice to provide information on future engagement
Publish Notice of Intention to Designate in newspaper and serve on the property owner and Heritage Trust	Notices of objection may be filed within 30 days of the publication of this notice
4. Approval of Designation By-law	

Prepare Council report for approval of By-law to Designate	
Present By-law to Designate to Council for approval within 120 days of issuing Notice of Intention to Designate	Future meetings of Council
5. Prepare + Circulate Notice of Passing	
Prepare Notice of Intention to Designate	
Publish Notice of Passing in newspaper and serve on the property owner and Heritage Trust	Appeals may be filed within 30 days of the publication of this notice
6. Register Designation By-law on Title	
Register the By-law on title	
Update the municipal register	
Send the Designation By-law to Heritage Trust Registrar	

Strategic Plan Alignment:

The initiative contained within this report supports the following pillar(s) of the strategic plan:

- Welcoming, Livable, Healthy Community
- Increased Housing Options

Conclusion:

Council approval of the attached recommendations is required for Planning staff to proceed with the steps required to designate each property. Each property will return before Council with further information, which will include the reasons for the proposed designation, a research report with historical information, and the financial implications of each designation.

Appendices:

- a. Recommendations from the Heritage Subcommittee
- b. Heritage Subcommittee Meeting Minutes

Respectfully submitted,

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Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.