

Development Services Department

Date: September 19, 2017

File: B-8600-0275

To: Amanda Robinson, Chair
Heritage Oshawa

From: Margaret Kish, Senior Planner
Development Services Department

Re: Draft Proposed 2018 Heritage Oshawa Budget and Work Plan

In accordance with the Advisory Committees of Council Policy and Procedure document, an annual operating budget and work plan is to be submitted to Finance Services. Please refer to the attached Draft Proposed 2018 Heritage Oshawa Budget and Work Plan for your review and consideration.

Recommendation: That the Draft Proposed 2018 Heritage Oshawa Budget and Work Plan be endorsed as presented and submitted to Finance Services for inclusion in the Council Budget Binders.

If you have any questions please contact Margaret Kish at 905-436-3311, extension 2945 or by email to mkish@oshawa.ca.



Margaret Kish, MCIP, RPP, Senior Planner
Development Services Department

MK/c

Attachments

Heritage Oshawa Draft Proposed 2018 Work Plan

Issue: Inventory, Designation and Research Reports

Action to be taken	Timing	Current Status
a) Determine properties to be researched in 2018 and engage a consultant to prepare a heritage research report(s)	Feb 28, 2018	
b) Evaluate properties for inclusion on the Heritage Oshawa Inventory of City of Oshawa Heritage Properties (using Heritage Oshawa Building Classification System)	March 31, 2018 June 30, 2018 Oct 31, 2018	
c) Promote and expand the Heritage Oshawa Historic Building Plaque Program	Ongoing	
d) Update the Heritage Oshawa Inventory of City of Oshawa Heritage Properties and make the list public	Ongoing	
e) Document the demolition or alteration of designated or inventoried properties	Ongoing	
f) Nominate suitable properties to the Municipal Register	Oct 30, 2018	
g) Photograph, document and classify selected properties 70 years and older and other properties that may be identified from time to time	March 31, 2018	

Heritage Oshawa Draft Proposed 2018 Work Plan

iii. Legends Centre (East Wall) (through the efforts of the City Facilities Display Working Group)		
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Issue: Doors Open

Action to be taken	Timing	Current Status
a) Support Recreation and Culture Services to present the Doors Open event for the fourteenth year	Sept 29, 2018	
b) Endeavour to maintain the number of sites, visitors, sponsors and community partners	Sept 29, 2018	
c) Continue to provide historical information and volunteers for the event	Sept 29, 2018	

Issue: Administration

Action to be taken	Timing	Current Status
a) Prepare budget submission for 2019 including 2019 Budget and Work Plan and 2018 Annual Report	September 2018	
b) Review development applications, demolition permit applications, and applications for alteration and/or repair to buildings identified on the Heritage Oshawa Inventory of City of Oshawa Heritage Properties	Ongoing	
c) Implement the Committee's responsibilities pursuant to the Ontario Heritage Act	Ongoing	

Heritage Oshawa
Draft Proposed 2018 Budget

Program: 120 – ADVISORY COMMITTEES OF COUNCIL

Location: 403 – Heritage Oshawa Advisory Committee

Account	Description	2017 Total Budget	2017 Actuals (to date)	2018 Proposed Budget	Comments
20000	Office Materials and Supply	\$1100	\$0	\$1100	
21000	Printing and Reproduction	\$1350	\$0	\$1150	-\$200
22000	Books, Periodicals and Subscriptions	\$100	\$0	\$100	
40000	Advertising	\$250	\$0	\$250	
43000	Professional & Technical	\$4500	Approx. \$2700	\$4500	
46000	Gas Mileage	\$300	\$278	\$300	
47000	Seminars and Training	\$1600	\$1710	\$1800	+\$200
48000	Memberships and Dues	\$200	\$77	\$200	
	Total Expenses	\$9400	\$4764		
	Total Revenues	\$0	\$0	\$0	
	Total Budget Request			\$9400	