

City Of Oshawa

Draft Proposed 2016 Budget

Program: 120 – Advisory Committees of Council

Location: 403 – Heritage Oshawa Advisory Committee

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Account	Description	2016 Proposed Budget	Comments
20000	Office Materials and Supply	\$1,100	Does not include cost of additional display cases, includes \$1000 for two cemetery posts
21000	Printing and Reproduction	\$2,850	Doors Open material, includes cost for design
22000	Books, Periodicals and Subs	\$100	
40000	Advertising	\$2,350	Doors Open Advertising
41000	Communications	\$0	Line is meant for cellphones, Blackberries, etc. Committee does not have these
43000	Professional and Technical	\$4,500	Accounts for approximately 1 report
46000	Gas Mileage	\$300	To cover travel to/from seminars/training and Doors Open sign delivery/installation
47000	Seminars & Training	\$1,600	Committee would like more members to participate in conferences and workshops
48000	Members & Dues	\$1,900	Includes registration fee of approximately \$1700 for Doors Open
49000	Contracted Services	\$0	Website design and maintenance no longer necessary, now part of City's website.
Total Expenses		\$14,700	
Total Revenues		\$0	
Total Grant Request		\$14,700	

Draft Heritage Oshawa 2016 Work Plan

Issue: Inventory, Designation and Research Reports

Action to be taken	Timing	Current Status
a) Determine properties to be researched in 2016 and engage a consultant to prepare a heritage research report(s).	Feb 29, 2016	
b) Evaluate properties for inclusion on the Heritage Oshawa Inventory of City of Oshawa Heritage Properties (using Heritage Oshawa Building Classification System)	March 31, 2016 June 30, 2016 Oct 31, 2016	
c) Create 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.	Nov 11, 2016	
e) Document the demolition or alteration of designated or inventoried properties	Ongoing	
f) Monitor heritage issues relating to properties affected by the 407 extension through Oshawa	Ongoing	
g) Nominate suitable properties to the Municipal Register.	Oct 30, 2016	
h) Photograph, document and classify selected properties 70 years and older and other properties that may be identified from time to time.	March 31, 2016	

Issue: Support for Heritage Property Owners

Action to be taken	Timing	Current Status
a) Update the "Designated Buildings: Guide for Owners" brochure	April 1, 2016	

Draft Heritage Oshawa 2016 Work Plan

Issue: Communications (Promotion, Public Relations, Education)

Action to be taken	Timing	Current Status
a) Pursue education opportunities related to the commemoration of important anniversaries in the city	Ongoing	
b) Perform Community Outreach – for example: <ul style="list-style-type: none"> • Participation in Heritage Week (February), Oshawa Public Library, Heritage Showcase (April), Swing into Summer (June), Peony Festival (June), McLaughlin Day (August), Doors Open (September), and OshaWow! (September). • Community speaking engagements with various community groups such as Oshawa Historical Society and Durham Region Genealogical Society • Prepare application and display for 'Art in the Hall' at City Hall (January) 	Ongoing	
c) Review and update Heritage Oshawa web pages	September 2016	
d) Participate in plaque presentations for designated properties (including Pedlar Family commemoration plaque)	Ongoing	
e) Prepare displays for the following City facilities: <ol style="list-style-type: none"> i. Columbus Community Centre (Main Entry, North Wall) ii. Legends Centre (West Wall) iii. Legends Centre (East Wall) 	June 30, 2016	

Draft Heritage Oshawa 2016 Work Plan

Issue: Doors Open

Action to be taken	Timing	Current Status
a) Support Recreation and Culture Services to present the event for the thirteenth year.	September 2016	
b) Endeavour to maintain the number of sites, visitors, sponsors and community partners.	September 2016	
c) Continue to provide historical information and volunteers for the event.	September 2016	

Issue: Administration

Action to be taken	Timing	Current Status
a) Update member manual to include heritage presentation templates	March 31, 2016	
b) Update member manual to include Doors Open procedures	June 30, 2016	
c) Prepare budget submission for 2017 including 2017 Budget and Work Plan and 2016 Annual Report	September 2016	
d) 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	
e) Implement the Committee's responsibilities pursuant to the Ontario Heritage Act	Ongoing	