



STAFF REPORT
THE CORPORATION OF THE TOWN OF COBOURG

Regular Council

Report to: Mayor, Deputy Mayor, and Councillors
From: Emma Hughes, Planner I
Report Number: DS-2025-025
Council Meeting Date: October 29, 2025
Subject: **Cultural Heritage Designation of 323 King Street West,
'The Field House'**

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1. Recommendation:

THAT Council affirm their decision to proceed with the cultural heritage designation of 323 King Street West; and

FURTHER THAT Council enact By-law No. 050-2025 being a By-law to Designate The Property Known Municipally As 323 King Street West As Being Of Cultural Heritage Value Or Interest; and

FURTHER THAT Council affirm their decision to repeal By-law No. 111-86 to be replaced with By-law No. 050-2025.

2. Executive Summary:

The purpose of this report is to present Council with an update per the directive of Council on May 29, 2024 to repeal By-law No. 111-86 to be replaced with an updated By-law that better identifies the cultural heritage features of the property. The objective is to bring the Designation By-law into compliance with the current requirements under the *Ontario Heritage Act (OHA)*.

3. Background

Staff established contact with the owner of 323 King Street West as they started to respond to the legislative changes to the OHA under Bill 23 (the More Homes Built Faster Act). Bill 23 received royal assent on November 28, 2022. One of the most significant changes to the OHA implemented by Bill 23 is the enactment of a two-year time limit (which has been extended) on “listed” heritage properties. This means that all 213 of the Town’s “listed” heritage properties will be automatically removed from the Register on January 1, 2027, unless they are designated under the OHA prior to this deadline. Any properties removed from the Register because of this statutory deadline cannot be “re-listed” for a five-year period. Once a property is removed from the Register, the Town no longer has any legal mechanism to deny demolition or alteration permits that may adversely impact a property’s heritage attributes and cultural heritage value.

As part of its response to address these changes, Town staff began mobilizing volunteers, including CHAC members, to undertake research and draft designation research reports for priority “listed” properties. Notably, one such volunteer is the owner of 323 King Street, a property already designated under Part IV of the OHA. However, the existing Designation By-law for the property predates the establishment of criteria and standards for designation by-laws, lacking essential elements such as a Statement of Significance and a list of heritage attributes. As a result, the existing By-law is inadequate to properly identify what makes the property significant.

On May 29, 2024, Council affirmed the decision to repeal By-law 111-86 to be replaced with an updated By-law that aligns with the prescribed guidelines outlined in O.Reg 9/06 of the OHA, and further, better protects the cultural heritage features of the property.

A Notice of Intent to Designate the Subject Property at 323 King Street West was served on the property owner and circulated through local media sources on July 23, 2025 and no objections have been received within the 30-day objection period.

A Notice of Repeal of designation By-law No. 111-86 was served on the property owner on August 25, 2025 and no objections were received within the 30-day objection period.

4. Discussion:

The proposed new By-law will adhere to the updated regulations outlined in Ontario Regulation 385/21 concerning requirements for designation by-laws. These regulations specify that new By-laws must include:

- Identifying details regarding the property's address and location.
- Clear identification of the property's heritage features.
- A comprehensive statement of significance, explaining how the property meets the criteria for designation under Ontario Regulation 9/06.
- A detailed description of the property's heritage attributes, along with an explanation of how they support the reasons for designation.

The purpose of these requirements is to ensure that designation by-laws maintain consistency across Ontario municipalities and provide sufficient information for making informed decisions about the property when necessary.

As a result, the proposed new by-law is significantly longer and more in-depth regarding its scope and analysis of the property and its heritage features than By-law 111-86. It also involves a re-evaluation of the significance of the property based on Ontario Regulation 9/06, which defines the criteria for designation under Part IV of the OHA, a criterion that was not in place at the time of the property's original designation. The ways in which the subject property meets the criteria outlined in the regulation are identified and discussed in detail in the accompanying Designation Research Report

5. Financial Impact and Budget

There will be costs associated with this process, including advertising, postage and registration costs. These fees will be covered through the Development Division Budget.

6. Relationship to Council's Strategic Plan Priorities 2023 to 2027 and beyond:

Thriving Community

Protecting heritage resources contributes to community wellbeing by preserving its cultural identity and history. It fosters a sense of pride and belonging among residents, which enhances overall community cohesion. Furthermore, heritage resources provide opportunities for recreation and enjoyment for all members of the community. Historic sites, landmarks, and cultural events offer spaces for leisure activities, education, and social interaction, enriching the quality of life.

Service Excellence

Protecting heritage resources directly aligns with the strategic action of preserving and promoting the heritage, history, and culture of Cobourg to sustain it as a vibrant and appealing destination. By safeguarding historic buildings, landmarks, and cultural sites, the community preserves its unique identity and character, which are integral to its appeal as a destination.

Sustainability

7. Public Engagement:

All prescribed criteria under Section 29 of the *Ontario Heritage Act* has been met. All notices have been circulated to the applicant and through relevant media sources within the prescribed time periods.

8. Attachments:

Attachment 1 - By-law 111-86 (to be repealed)
Attachment 2 - Cultural Heritage Research Report

9. Report Not Considered by Standing Committee Because:

- Time Sensitive Issue (information received too late for Standing Committee consideration)
- Urgent Matter (issue arose after this month's Standing Committee Meeting)
- Other: Click or tap here to enter text.

Report Approval Details

Document Title:	323 King Street - Designation By-law .docx
Attachments:	- Attachment 1 By-law 111-86 (to be repealed).pdf - Attachment 2 Cultural Heritage Research Report.pdf
Final Approval Date:	Oct 7, 2025

This report and all of its attachments were approved and signed as outlined below:

Anthony Caruso - Oct 6, 2025 - 2:47 PM

Chris Challenger - Oct 6, 2025 - 3:34 PM

Tracey Vaughan, Chief Administrative Officer - Oct 7, 2025 - 2:56 PM