



COMMUNITY HERITAGE COMMISSION

**October 4, 2017 6:00p.m.
Committee Room #2**

MINUTES

VOTING MEMBERS PRESENT:

Councillor Jaimie McEvoy	- Chair (Arrived at 6:19 p.m.)
John Davies	- Community Member
Catherine Hutson	- New Westminster Heritage Preservation Society
Wayne Janzen	- Community Member
Lauren Neufeld	- Community Member
Roger Nottingham	- Community Member
Lynn Radbourne	- Community Member
David Sarraf	- Community Member

STAFF:

Nicholas Hardy	- Planning Assistant
Britney Quail	- Heritage Planning Analyst
Rob McCullough	- Manager, Museums and Heritage Services
Janet Zazubek	- Planning Analyst
Heather Corbett	- Committee Clerk

The meeting was called to order at 6:05 p.m. John Davies assumed the Chair.

New committee member Lauren Neufeld was introduced.

1.0 ADDITIONS TO AGENDA

There were no additions to the agenda.

2.0 ADOPTION OF MINUTES

2.1 Adoption of the Minutes of September 6, 2017

MOVED and SECONDED

THAT the minutes of the September 6, 2017 Community Heritage Commission meeting be adopted.

CARRIED

All members of the Commission present voted in favour of the motion.

3.0 PRESENTATIONS

3.1 No Items

4.0 UNFINISHED BUSINESS

4.1 BC Pen Cemetery Task Force Update

Rob McCullough, Manager of Museums and Heritage Services, had no update.

5.0 NEW BUSINESS

5.1 800 Columbia Street (Kelly O'Bryan's Restaurant) – Sign Permit Application Update

Janet Zazubek, summarized the report dated October 4, 2017, regarding a sign permit application for 800 Columbia Street, indicating that a previous sign had been approved, but the applicant had since changed their design. Ms. Zazubek described the appearance of the new sign and confirmed that it meets all the requirements of the sign bylaw.

In response to questions from the Commission, Ms. Zazubek provided the following information:

- The pub is still undergoing liquor license approval;
- The sign is intended for the Columbia Street side of the building;
- The Front Street elevation and signage will not change; and,
- The proposed sign would be made of plastic.

Upon discussion, the Commission noted a variety of comments:

- The sign could better reflect the building's heritage;
- A wood, or wood-like, frame may be suitable around the sign; and,
- The proposed sign is appropriate as is.

5.2 Queen's Park Conservation Area - Heritage Properties Minimum Maintenance Standards Bylaw Update

Britney Quail, Heritage Planning Analyst, summarized the report dated October 4, 2017, regarding a proposed update to the Heritage Properties Minimum Maintenance Standards Bylaw, as per the next steps in the Queen's Park Heritage Conservation Area plan.

Ms. Quail outlined the current standards for maintenance of property, which include the Unsightly Premises Bylaw, the Fire Protection Bylaw, and the Heritage Properties Minimum Standards of Maintenance Bylaw – the latter being the City's instrument to protect identified heritage properties from demolition by neglect.

In response to questions from the Commission, Ms. Quail provided the following information:

- Currently, the Heritage Properties Minimum Maintenance Standards Bylaw can only be enforced via legislative action;
- With the updates, the Bylaw would be enforced via Bylaw officers; and,

Ms. Quail discussed the proposed changes to the Heritage Properties Minimum Maintenance Standards Bylaw (included in the report), included in the following sections:

- Section 4: Painting requirements;
- Section 3: Weather and infestation;
- Adding a vegetation section; and,
- Remedial action – allowing a grace period for an owner to demonstrate repair or restoration work.

Procedural Note: Councillor McEvoy joined the meeting at 6:19 p.m. and assumed the Chair.

In response to further questions from the Commission, Ms. Quail provided the following information:

- The proposed remedial action clause would be the instrument for property owners to demonstrate tangible reasons why repairs are being delayed, and for the City to evaluate the need for enforcement. This might include reasons such as health or financial hardship;
- Ensuring that insurance requirements (such as regular visits) are adhered to would aid in ensuring safety of properties in instances where remediation is stalled;
- The City would be unable to recommend contractors who are certified or skilled in remediation measures, however City staff are able to provide property owners with a list of suppliers.

MOVED and SECONDED #1

THAT the Community Heritage Commission recommend that Council support the proposed changes to the Heritage Properties Minimum Maintenance Standards Bylaw as described in the October 4, 2017 report.

CARRIED.

All members of the Commission present voted in favour of the motion.

6.0 REPORTS AND INFORMATION

6.1 Demolition Permit Applications Issued as of June 23, 2017

ADDRESS	YEAR BUILT	NEIGHBOURHOOD
1706 Nanaimo Street	1928	Connaught Heights

7.0 CORRESPONDENCE

7.1 New Westminster Historical Society Newsletter, July 2017

7.2 New Westminster Historical Society Newsletter, August 2017

7.3 New Westminster Historical Society Newsletter, September 2017

These items were distributed for information.

8.0 NEXT MEETING

8.1 Next Meeting Date:

At the call of the Chair

9.0 ADJOURNMENT

ON MOTION, the meeting was adjourned at 6:40 p.m.

Certified correct,

ORIGINAL SIGNED

**Councillor Jaimie McEvoy
Chair**

ORIGINAL SIGNED

**Heather Corbett
Committee Clerk**